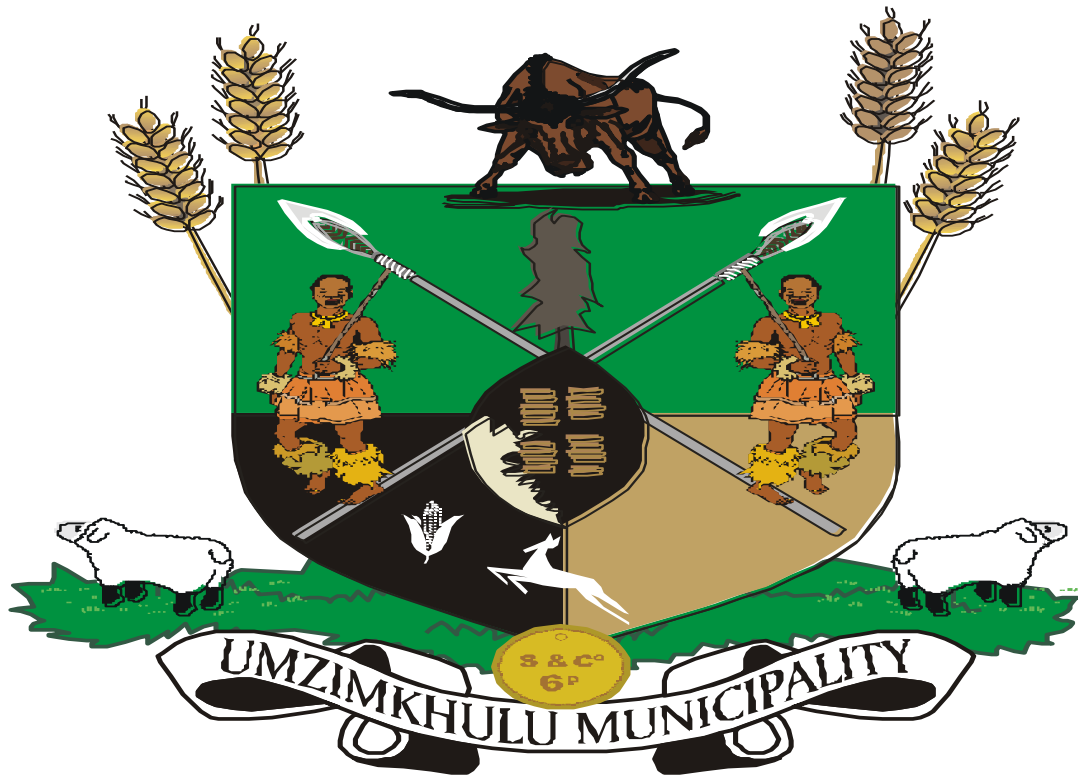


# COUNCIL QUARTELY REPORT



3<sup>RD</sup> QUARTER 2020/2021 FY

Council Quarterly

Section 71 MFMA

January 2021

Compliments of the new-year, it is really egregious and awful to experience great losses of leaders of this country from the pandemic. We call upon leaders to swiftly get Corona vaccine distributed amongst our people otherwise the whole society will be dissipated and destroyed. The virus does not have any age limit, it affects everybody. We honour the leaders who have passed on from the pandemic, 'May their souls rest in peace'.

Our municipality is operating under vigilance as the precautionary measures are being escalated. However, the rotation system of staff is one the major preventative steps to curb the spread of the virus.

The MIG expenditure is being monitored on monthly basis as to ensure that contractors do perform on their projects. The peak in the expenditure is anticipated to take effect in February. Currently we are at 46% vs provincial target of 40%. It doesn't sound well but let us do all what it takes to achieve hundred percent at the end of the financial year.

As per MFMA sect. 127 (2) which states that the Annual Report must be tabled to council subsequently the report be made available to all stakeholders to engage on it. Again the MFMA sect. 54 directs us that we should compile the mid-year report so that it can be considered by council as the section 72 report. Though the AG has not finalized the audit, National Treasury has decided to extend the compliance deadlines as per circular 104 of the MFMA. Therefore, the council will adhere to the new deadlines.

## **GOOD GOVERNANCE DEPARTMENT**

### **INTERNAL AUDIT AND RISK MANAGEMENT**

#### **Purpose**

To present to the committee the progress on the implementation risk and internal audit assurance services of UMzimkhulu Municipality as at the end of 31 December 2020.

#### **Risk Management**

##### **Background**

In terms of section 166 of the Municipal Finance Management Act of 2003, the audit committee is an independent advisory body which must—

(a) Advise the municipal council, the political office-bearers, the accounting officer and the management staff of the municipality, or the board of directors, the accounting officer and the management staff of the municipal entity, on matters relating to—

(ii) Risk management;

(vii) Compliance with this Act, the annual Division of Revenue Act and any other applicable legislation;

#### **Risk Management**

##### **Monitoring the implementation of Risk Action Plans**

##### **Strategic, Operational, Fraud and IT Risk Management**

List of the expected evidence for the implementation of risk action plans that were due in quarter three was issued to all departments, the evidence is due to be submitted on 22 January 2021

Ethics workshop for BTO and Traffic department officials was facilitated by Office of the Premier and was successfully. Workshop for Management, Exco, Council and all staff will be conducted as level three lockdown restrictions are eased.

##### **Compliance with laws and regulations**

##### **Background**

In terms of 2020/21 UMzimkhulu Risk Management Policy and Strategy adopted by the council, Enterprise Risk Management contributes to effective reporting and monitoring of compliance with laws and regulations and with the limitation of damage to UMzimkhulu Municipality's reputation and associated consequences.

##### **Status:**

The following checklist were issued December and we still waiting for evidence to be submitted on 22 January 2021.

- Municipal Finance Management Calendar Compliance checklist
- Municipal Website Compliance Checklist
- Information Security Policy Checklist issued to IT
- Occupational Health and Safety Checklist issued to Corporate Services
- Supply Chain Management Checklist issued to BTO
- Preferential Procurement Regulation Checklist to BTO
- Municipal Website Compliance Checklist

## Internal Audit

### Background

In terms of section 165 (2b) of the Municipal Financial Management Act, No 56 of 2003 as amended, the internal audit of the municipality must advise the accounting officer and report the core function to the audit committee on the implementation of the internal audit plan.

Furthermore, In terms of section 45 of Municipal Systems Act, 2000 the results of performance measurements in terms of section 41 (1) (c) must be audited, as part of the municipality's internal auditing processes.

### Progress on the implementation of 2020/2021 risk based internal audit plan

UMZIMKHULU LOCAL MUNICIPALITY					
INTERNAL AUDIT UNIT: ASSURANCE SERVICES					
PROGRESS ON THE IMPLEMENTATION OF INTERNAL AUDIT RISK - BASED ANNUAL PLAN					
Department	Project name	Project Number	Type of Audit	Time Frame	Status
Quarter One					
Strategic Planning, Housing and LED	Audit on Strategic Planning, Housing, Tourism and LED	IA/10/2019/20	Assurance, compliance	01August - 31 October 2020	In progress Draft Report
Office of the Municipal Manager	Audit of quarter Four performance information	IA/01/2020/21	Audit of performance information	15-31 August 2020	Completed
Office of the Municipal Manager	Audit of Annual Performance Report	IA/02/2020/21	Audit of performance information	01-30 September 2020	Completed
Budget and Treasury	Review of Annual Financial Statements	IA/03/2020/21	Audit of performance information	15Sept -15 October 2020	Completed
Quarter Two					
Strategic Planning, Housing and LED	Audit on Alignment of Strategic Documents	IA/04/2020/21	Assurance and compliance audit	15 October 2020 to 30 November 2020	In progress Draft report to be issued on ON 22 January 2021
Office of the Municipal Manager	Audit of quarter one performance information	IA/05/2020/21	Audit of Performance Information	01-15 November 2020	In progress Still waiting for some information
Quarter Three					
Infrastructure and engineering	Audit on Infrastructure and Engineering	IA/06/2020/21	Assurance, Grants, Compliance and Performance	15 January- 28 February 2021	Started. Planning stage, engagement latter to be issued on the 20 January 2021
Office of the Municipal Manager	Audit of quarter Two performance information (Midterm)	IA/07/2020/21	Audit of performance information	01– 15 February 2021	Not yet Due

Corporate Services	Audit on Corporate Services	IA/08/2020/21	Assurance and compliance audit	01 March-30 April 2021	<b>Not yet Due</b>
Corporate Services	Audit on ICT Management	IA/09/2020/21	Assurance and compliance audit	01 March-30 April 2021	<b>Not yet Due</b>
Budget and Treasury	Interim AFS	IA/010/2020/21	Assurance and compliance audit	01 March - 31 May 2021	Not yet Due
<b>Quarter Four</b>					
Office of the Municipal Manager	Audit of quarter Three performance information	IA/11/2020/21	Audit of performance information	01– 15 May 2021	Not yet Due
Budget and Treasury	Auditor General Action Plans	IA/12/2020/21	Assurance and compliance audit	01– 15 May 2021	Not yet Due
Strategic Planning, Housing and LED	Follow Up on the Alignment of Strategic Documents	IA/13/2020/21	Assurance and compliance audit	01 May -30 June 2021	Not yet Due
Community and Social Services	Follow Up on Community and Social Services	IA/14/2020/21	Assurance and compliance audit	01– 15 May 2021	Not yet Due
Office of the Municipal Manager	Follow Up on Strategic Planning and LED	IA/15/2020/21	Assurance and compliance audit	01– 15 May 2021	Not yet Due
Office of the Municipal Manager	Risk Assessment			May 2021	Not yet Due
Office of the Municipal Manager	Risk Based Plan			May 2021	Not yet Due

## Conclusion

To note the progress on the implementation of Internal Audit and Risk Management assurance services

## PERFORMANCE MONITORING AND EVALUATION

Implementation of the Organisational Performance Management System (OPMS)

### Purpose:

Status quo report on key issues/activities relating to the performance, monitoring and evaluation unit as at Jan 2021.

### Background and rationale:

Effective service delivery relies upon the Integrated Development Plan (IDP), effective utilisation of all resources and the Organisational Performance Management System (OPMS) being closely integrated across all functions at both organisational and individual level.

A municipality's Organisational Performance Management System is the primary mechanism to monitor, review, and improve the implementation of its IDP and to also gauge the progress made in achieving the objectives set out in the IDP. The legislation that governs OPMS in local government includes; Municipal Systems Act (**MSA**), Municipal Planning and Performance Management Regulations (**MPPMR**), the Municipal Finance Management Act (**MFMA**), the Municipal

Performance Regulations for Municipal Managers and Managers directly accountable to the Municipal Manager (MPRMM), and the Framework for Programme Performance Information issued by National Treasury (FPPI).

## STATUS REGARDING THE IMPLEMENTATION OF THE OPMS

### 2019/20 Audit of Performance information by Auditor General.

2019/20 Performance audit is currently still ongoing and to date there have been no unresolved queries.

The finalization of this audit will be delayed due to the COVID-19. This means that the finalization of some Council documents will also be delayed as are aligned to the audit process.

### Quarter 2 of 2020&21 Performance reports.

In compliance with relevant Performance regulations, Council policies and procedures, requests for submission of Quarter two performance information were sent to all departments and the final submission date for this information was 14 Jan 2021.

This is in preparation for quarter two Performance Assessments that are scheduled to sit on Thursday 21 Jan 2021.

### 2021/2022 Departmental Strategic Planning session.

Due to the current COVID-19 second wave outbreak, the dates for the 2021/2021 departmental Strategic planning session have been withheld till further notice,

### Compliance / Key Deadlines during January 2021.

DATE	ACTIVITIES / ACTION	TARGET DATE
Jan		
	Performance assessment of S57 managers as required by Sec 28(1) of performance Regulations { Q2 of 2020/21 assessments}	21-Jan
	EXCO to consider Mid-term reports	26-Jan
	Council to consider Mid-term reports	28-Jan
	Submission of Mid-term reports {CoGTA/Treasury}	25-Jan
	Adoption of the Final Annual Report	28-Jan

### Recommendation:

That the content of this report be noted.

## COMMUNICATIONS UNIT REPORT

### Background

To design and implement communication initiatives by sharing communication successes, challenges, proposals and recommendations collectively in order for the municipality to grow to another level. Furthermore, to invite clarities and contributions from the relevant stake holders so that we can unitedly achieve the objectives of this sphere of governance and ultimately of the county. It also to create an enabling environment for all role players. Item:

- **2021 DIARIES & CALENDARS.**
- **HARRY GWALA fm.**
- **COVID 19 BOOKLET.**

### **LEVEL 3 LOCKDOWN – UMZIMKHULU BEING A CORONA VIRUS HOT SPOT**

It is now a public knowledge that Covid-19 infections are spreading in Umzimkhulu hence this area had been declared as hot spot in Harry Gwala District. Though there had been series of joint operations to curb this wild spread, there had been a slow public compliance. It is unfortunate that fatalities also grew, causing serious anxiety. KZN Premier, in three separate media briefing, has also raised concerns including the National Coronavirus Command Council also echoed the same sentiments through the President of Country. This therefore means that there should be more intensified awareness campaigns by all stakeholders, intergratedly.

**Recommendation:** This item is for noting.

### **2021 DIARIES & CALENDARS**

The 2021 diaries and calendars arrived in December 2020, those that are for Councilors and Traditional Leaders were handed over to the Office of the Speaker, MANCO's ones could not be delivered. It is on that note that we have just started to engage the Department through their respective PAs, to provide the list of personnel. Due to the limited number of diaries and calendars, the distribution will start to the permanent personnel then later to interns. Distribution will be completed by this week.

**Recommendation:** This item is for noting.

### **HARRY GWALA FM**

The above entity have fruitfully endorsed by both the Council and MANCO as one of the communication tools to be used with immediate effect. It is on that note that at the juncture of rife corona virus spread, in Umzimkhulu, the municipality also need to educate the communities. This also include all stakeholders especially those that deal with enforcement and awareness campaigns.

**Recommendation:** The report is for noting.

### **PUBLIC PARTICIPATION REPORT**

#### **PROGRESS REPORT FROM WARDS**

#### **SUBMISSION OF WARD COMMITTEE REPORTS FOR NOVEMBER & DECEMBER.**

Wards that submitted ward committee reports

Ward 1,2,3,4,5,6,7,8,9,10,11,12,13,14,15,16,17,18,19,20,21 and 22

Wards that did not submit ward committee reports

All the wards submitted their ward committee reports these month.

#### **Submission of community reports**

All wards submitted community reports for November & December

## Submission of sector Reports

Wards that submitted sector reports

Ward 01, 02 03, 04,05,06,07, 08,09,10,11,12,13,14,15,16,17,18,19,20,21 & 22

Wards that did not submit sector reports

None

## Conclusion

- All the 22 wards managed to seat in the month of November and December and they all submitted in time.
- Ward committee reports and sector reports must be submitted monthly, all wards should submit both sector and ward committee reports.
- Community reports are to be submitted at least twice in a quarter.

## WARD COMMITTEE VISITS REPORT

### Purpose

To inform the municipal committee about the progress, success as well as challenges that confronts the office of public participation.

### Background

Ward committees are made up of representatives of a particular ward. They are made of members who represent various interests within the ward and are chaired by the ward councilor.

They are meant to be an institutionalized channel of communication and interaction between communities and municipalities. Ward committees give community members the opportunity to express their needs, their opinions on issues that affect their lives and to have them heard to municipal level via the ward councilor.

Ward committees are advisory bodies created within the sphere of civil society to assist the ward councilor in carrying out his or her mandate in the most democratic manner possible

## WARDS THAT WERE VISITED FOR WARD COMMITTEE AND COMMUNITY MEETING SEATINGS

Ward Number	Dates	Challenges
4	11/11/2020	- No challenges
9	10/11/2020	- No challenges
12	04/11/2020	- No challenges
15	7/12/2020	- No challenges
19	2/12/2020	- No challenges
22	6 /12 /2020	- No challenges

## Conclusion

- All wards did well and submitted in time their reports for the month of November and December.
- Public Participation Office will submit the attendance registers to the HR office.
- All ward committee members that did not seat for ward committee meetings did not receive their stipend.

## MOBILIZATION REPORT



## **Purpose**

To inform the municipal committee about the progress, success as well as challenges that confronts the office of public participation.

## **Background**

The ward committee mobilization allows the community to identify their needs and problems and bring them together for a social action and development. This is done through proper and effective communication where various methods can have implemented within the municipality.

The Communities can mobilize to work for changes that will fulfill the social, emotional, financial and physical needs for people. Mobilization is an organized process and communication is one of the most important tool needed to achieve it.

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## **Wards that were mobilized**

None

## **Conclusion**

- The office has requested 10 Loudhailers and they are available on request.
- Transport is still a challenge and it's hard for the office to mobilize.
- The wards will be requested to borrow Loudhailers from Public Participation office and sign register for collection and bring back after use.

## **BY- ELECTION REPORT**

### **Purpose**

To inform the municipal committee about the progress, success as well as challenges that confronts the office of public participation.

### **Background**

**Election**, the formal process of selecting a person for public office or of accepting or rejecting a political proposition by voting. It is important to distinguish between the form and the substance of elections. In some cases, electoral forms are present but the substance of an election is missing, as when voters do not have a free and genuine choice between at least two [alternatives](#). Most countries hold elections in at least the formal sense, but in many of them the elections are not competitive (e.g., all but one party may be forbidden to contest) or the electoral situation is in other respects highly compromised.

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### **By-elections**

None

### **Conclusion**

- The office request that the vacancies be filled as soon as possible.
- Covid 19 regulations be followed when doing by elections or community meetings
- Community meetings can now be held with 250 people if it's inside the hall and if it's outside the hall, they can be 500 not more than that.
- The ward committee (sector) works for the ward not for a village.
- The communities must be educated on how the ward committees work.

## **EVENTS ATTENDED BY THE OFFICE IN THE MONTH OF NOVEMBER AND DECEMBER**

### **Conclusion**

- It is important that public participation office be visible to all municipal events.
- The office requests all departments who holds municipal events to inform or invite the office of Public Participation to be part to those events.
- We then request that the user department must be responsible for checking the availability of the leadership and the ward Cllr before requesting the office to mobilize.

## **VERIFICATION REPORT**

### **Purpose**

To inform the municipal committee about the progress, success as well as challenges that confronts the office of public participation.

### **Background**

Variation is a way of ensuring quality assurance within the ward committees. Their work is evaluated to confirm that it satisfies the specification requirements and regulations of local government.

Verification took part as the form of assessment where assessment forms were filled and hand over to Cogta offices since the gatherings were not allowed.

## **UMZIMKHULU LOCAL MUNICIPALITY**

### **WARD COMMITTEE FUNCTIONALITY RESULTS**

#### **JULY – SEPTEMBER 2020**

Results of ward committee functionality for the period of July - September 2020 are not yet out, so we still waiting for the results with the hope that all wards will be functional and get 100%.

Results of ward committee functionality for the period of April –June are back we did very as uMzimkhulu local municipality we passed with 100%.

### **Conclusion**

Verification is done quarterly and the next verification will be on January 2021 and all files are ready for verification all submitted.

## **RAPID RESPONSE REPORT**

### **Purpose**

To inform the municipal committee about the progress, success as well as challenges that confronts the office of public participation.

### **Background**

In terms of the provincial rapid response strategy, all municipalities are required to have functional Municipal Rapid Response Teams formed coordinated and monitored through the provincial rapid response strategy. The Provincial Rapid Response Team uses the following indicators to monitor the functionality of MRRTs;

- MRRT establishment

- Number of meetings held
- Responsiveness to community concerns
- Report submission
- Stakeholder engagement

Each indicator, minimum requirements and reporting evidence should correspond in order to assess the functionality status of MRRTs. The municipalities highlighted in green are functional and the ones in red are nonfunctional.

#### CHALLENGES FROM WARDS

CHALLENGES	WARDS
1. Ward one requests guard drills at Tsawule village and road maintenance for the whole ward.	1
1. Ward three request the municipality follow ups to SASSA Department since it delays grants applications. 2. Ward also requests follow up on Issues of disaster materials for people who were affected by disaster at Ngwaqa village.	2
1. Ward three requests water for these following villages Mncweba, & Bovini village and they also request that water engine pump to use electricity. 2. Ward three requests road maintenance	3
1. Ward four request the municipality follow ups to Department of Home affairs since it delaying application for Identity documents and birth certificates. 2. Ward four requests water. 3. Ward four requests road maintenance P602.	4
1. Ward five requests water. 2. Ward five requests community hall maintenance. 3. Electricity infills 4. Road maintenance	5
1. Ward six request road maintenance 2. Water crises at ward	6
1. Ward seven requests electricity infills and toilets. 2. Ward seven requests fencing at KwaNguse village grave yard. 3. Ward also requests follow up on Issues of disaster materials for people who were affected by disaster	7
1. Wards eight requests bridge for Mshayezafe village.	8
N/A	9
1. Ward ten requests the municipality to do follow up with department of Home Affairs since it delays ID and Birth applications.	10
1. Ward eleven requests street lights maintenance and phase two for electricity infills for these village KwaMeyi , James and ESintlontlweni 2. Ward 11 requests road maintenance and toilets for the ward 3. This ward reported that water supply at this ward is not satisfactory.	11
1. Water engine pump at Tshaka village it's not working 2. Ward twelve request road maintenance for the whole ward	12
1. Ward thirteen requests electricity infills for new sites and Hambanathi village.	13

2. Water crisis at ward	
1. Ward fourteen requests road maintenance at Ndlovini village	14
N/A	15
1. Sewer blockage at 14 Area 2. Increasing of crime at ward 3. Post office delays for relief grant	16
N/A	17
1. Ward eighteen requests road maintenance at Mvolozane village	18
1. Ward also requests follow up on Issues of disaster materials for people who were affected by disaster in 2019 December. 2. Ward nineteen electricity infills and access roads.	19
N/A	20
1. Ward twenty-one requests access road from Myembe to Sayimani 2. Water crisis at Emmaus village	21
N/A	22

#### UMZIMKHULU PUBLIC PROTEST DATABASE FOR QUARTER 4 & 1

Date	Municipality	Nature of Complaints	Ward	Intervention	Affected Department	Status
None	Umzimkhulu Municipality	None	None	None	None	None

#### Conclusion

- We request that all public protest be reported to Public Participation office.
- We request that the ward challenges to be reported to MRRT committee.
- All MRRT must have an annual schedule of monthly meetings in place.
- MRRT Coordinator must make sure that MRRT seats monthly and submit Minutes, agenda and attendance register after the meeting.
- Umzimkhulu is fully functional.
- MRRT must have mechanisms to monitor and respond to community concerns
- There should be improvement in record keeping and communication
- Community complaints registers and feedback to community must be treated as a priority

## **CORPORATE SERVICES DEPARTMENT**

### **1. STAFF ISSUES**

#### **Background**

The arbitration hearing for Ms Thembeke Mahlasela took place at the SALGBC KZN Offices on the 06<sup>th</sup> of November 2020, whereby the applicant applied for a legal representation and therefore the parties agreed to submit written submissions by the 13<sup>th</sup> of November 2020.

And on the 26<sup>th</sup> of November 2020, the Commissioner gave a ruling that legal representation for Ms Thembeke Mahlasela be granted.

The SALGBC has issued the notice for arbitration to be held on the 24<sup>th</sup> and 25<sup>th</sup> of February 2021.

#### **Recommendation**

To note the report.

### **2. FILLING OF COMMUNITY AND SOCIAL SERVICES MANAGER'S POSITION**

#### **Background**

**In terms of the Local Government: Regulations on the Appointment and Conditions of Employment of Senior Managers: Chapter 3, Regulation 7 provides that:-**

When the post of a senior manager becomes vacant, or is due to become vacant, the mayor in the case of a municipal manager, or a municipal manager, in the case of a manager directly accountable to the municipal manager, must upon receipt of official notification that the post of a senior manager will become vacant, obtain from the municipal council for the filling of such post as soon as it is reasonably possible to do so.

Following the passing on of Mrs Kholeka Mbalo on the 14<sup>th</sup> of December 2020 who was appointed as Senior Manager: Community and Social Services, the position became vacant. It is on that note that we report to the Council to approve for the filling of the position.

And that the municipal council must appoint a selection panel make recommendations for the appointment of candidates to vacant senior manager posts.

In deciding who to appoint to a selection panel, the following considerations must inform the decision:

- The nature of the post
- The gender balance of the panel
- The skills, expertise, experience and availability of the persons to be involved

The Selection panel for the appointment of a manager directly accountable to municipal manager must consist of at least three and not more than five members, constituted as follows: -

- The Municipal Manager, who will be the chairperson
- A member of the mayoral committee or councillor, who is the portfolio head of the relevant portfolio head of the relevant portfolio ,
- And at least one person, who is not a councillor or a staff member of the Municipality, and who has expertise or experience in the area of the advertised post.

**Recommendation:**

[a] To approve the filling of Community and Social Services Senior Manager's position.

[b] To approve the Selection panel for the appointment of Community and Social Services Senior Manager's position as follows,

- The Municipal Manager, who will be the chairperson Mr Z.S Sikhosana
- A member of the mayoral committee or councillor, who is the portfolio head of the relevant portfolio head of the relevant portfolio, Cllr T. Machi
- And at least one person, who is not a councillor or a staff member of the Municipality, and who has expertise or experience in the area of the advertised post.

**3. REGISTRY MANAGEMENT REPORT****OFF-SITE STORAGE.**

The Document Warehouse is still functioning very well when it comes to offsite storage and ever since we have not encountered any problems with them. The service we received when we were retrieving lot of files. We have not transferred any files in the month of October.

**ELETRONIC DOCUMENT MANAGEMENT SYSTEM**

The system is working and we do capture and scan documents to it. The system is working very well although is not user friendly ever since it was upgraded but we do try to work on it every day in order for us to familiarize ourselves as registry.

**DESTRUCTION OF OLD DOCUMENTS STORED IN OFFSITE**

As per the Archives act it states that old documents that have reached their life span and have a little archival value must be destroyed in order to give space to the new records. Therefore, we as Registry we would request that departments to decide on the retention period of their documents and we will assist where necessary.

**INTERACTING WITH PROVINCIAL ARCHIVES**

Due to the Covid 19 interaction with Provincial archives is still limited as staff sometimes are not in the offices as they attend work on different days. This result in us not getting enough help in them. Even when we submit the quarterly report we do not get the acknowledgement letter in time and that makes it hard for us to submit the evidence when its needed. This is beyond our control and we have addressed it so many times with them but still there is no change.

**REGISTRY CASUAL WORKERS**

The contract for two registry casuals came to an end in December, as their assistance was no longer needed. We now have three Registry staff which is N. Mabuntane (Records Officer), N Sofunani (Registry Admin) and S. Dlamini (Registry Clerk).

**Recommendation**

To note the report.

**4. COUNCIL SUPPORT REPORT****Background**

Umzimkhulu Municipality has established various committees that have a number of different responsibilities that include making the laws and policies, providing financial oversight, planning the budget, it is also responsible for ensuring that the municipal administration fulfils its duties to the community.

The composition of each committee has been determined through review of the mission statement and appropriate governing bylaws, administration regulations or board governance policies.

- Umzimkhulu Municipality has established various committees that have a number of different responsibilities that include making the laws and policies, providing financial oversight, planning the budget, it is also responsible for ensuring that the municipal administration fulfils its duties to the community.
- The composition of each committee has been determined through review of the mission statement and appropriate governing bylaws, administration regulations or board governance policies.
- In the month of November 2020 Portfolio committee meetings, ordinary executive committee meeting were conducted virtually.
- In the month of December 2020 no portfolio committee meeting were scheduled, one special council meeting was conducted.
- Meticulous historical records of documentation relating to meetings i.e. minutes, agendas and related documentation are kept in safe place
- All the resolutions that were taken in the ordinary Executive committee and Special Council Meeting held in November have been uploaded in the System.

## Recommendation

To note the report.

## 5. COVID-19 REPORT

### Background

Umzimkhulu Municipality has done all the necessary precautions to comply with the COVID 19 pandemic as per first confirmed case in South Africa but had limitations due to budget constraints. The grant was a great relief for the municipalities. Umzimkhulu Municipality managed to start with planning over the grant that we received, an amount of R 743 000.

### Consultation

Umzimkhulu municipality as a local government cannot do all operations in silos therefore consultation with the DOH and DOL is very crucial and also COGTA to assist where the need arises or required by local government. All employees are aware to communicate with the Compliance Officer if any issue arises concerning Covid-19. If a positive case has been confirmed the DOH and DOL have to be consulted to give guide on how to handle each case as per the regulations. During the month of December we have procured and spent **R 53 509.50** on the following Covid-19 items: -

No.	Item	Size	Quantity
1.	Knapsack Tank	16L	3
2.	Sanitizer	5L	50
3.	Surgical Masks	-	2500
4.	White reusable overalls	-	10

### Current Status

**Since we** are in level 3 and we are still practising the regulations as stipulated on the covid-19 regulation i.e.

- Fumigating of municipal offices twice in a week
- Providing necessary PPE to all employees.
- Screening is done every Monday by our screening Assistants
- Walk-in register is done every day to keep records of all citizen using our services
- Cleaning staff are also cleaning door handles every two hours to make sure that we prevent infections within the municipality
- We also practice social distancing in offices by minimizing the number of workers at the workplace through rotation, and remote working arrangements.
- We have reviewed the Risk assessment plan.

- We have appointed a service provider to supply PPE to the municipality.
- Most meetings are held via teams/zoom in order to maintain social distancing.

### **Confirmed cases**

In the month of December and January we did not have any covid-19 confirmed positive cases reported. In previous months we had cases which all came out to recoveries as we did not record any deaths in Umzimkhulu Municipality.

### **Recommendation**

To note the report.

## **6. CUSTOMER COMPLAINTS ANALYSIS REPORT**

### **Background**

The customer care office received 10+ complaints during the period of December 2020. All queries are reported in the office and also submitted via suggestion box, face to face communication, via telephone calls and are all recorded on the query register. Queries are categorized into five i.e. **compliments, reported queries, resolved queries, queries related to misbehavior of staff and unattended queries.**

### **PROGRESS MADE TO DATE**

- The Operation is doing its best to respond to these complaints on time.
- The Customer care office normally do post incident follow up calls to the complainants.

#### **1. Complaint**

On the 01<sup>st</sup> of December 2020 Ziphelele Tshobeni from committee's office phoned to complain about faulty air conditioner in committee's office.

The plan to resolve this was to use three quotation system whilst waiting for a new appointment of a service provider to maintain our air conditioners. On the 15<sup>th</sup> of December 2020 new service provider was appointed and due to closure of our Municipal offices that led to delays with contracts section with the formulation of a service level agreement.

#### **2. Complaint**

On the 03<sup>rd</sup> of December 2020 Mandla Jauza from Thafeni Location in Ward 20 came in to complain about the service provider that was appointed in Thafeni Location to supply water taps, the complainant stated they had an agreement with the service provider to rent a site in order to keep his working material safe and the service provider had failed to pay the amount that they agreed on.

Then the Customer Care tried to assist him by calling "usibonda" Mr. Tshabalala to intervene and assist on the matter as he was part of the agreement in the beginning and Mr. Tshabalala recommended that they should go back and do a lease agreement on that effect.

#### **3. Complaint**

On the 01<sup>st</sup> of December 2020 Mr. Nomlala (Security Supervisor) came in to complain about old traffic lights that needed to be fixed at old traffic

This complaint was forwarded to Mr. Dzanibe (Electricity Technician) and Mr. Mbotho from infrastructure Department. On the 08<sup>th</sup> of September 2020 the matter was attended and they find out that it needs Eskom's attention and it was reported to Eskom. When Eskom arrived, they noted that it was just a switch problem which they said it's the municipality's responsibility and later Mr. Mbotho fixed it.

#### **4. Complaint**



On the 17<sup>th</sup> of November 2020 Ngubane Kwanda from Sisulu location in ward 16 came in to complain about storm water at Sisulu Location, he said this needs to be treated as a matter of urgency as it causes a huge damage to surrounding houses.

This Complaint was forwarded to Miss Dweba (infrastructure Manager) and Mr. Mduduzi Gumede (Operation and Maintenance Technician) and they stated that they are attending to the matter.

## **5. Complaint**

On the 11<sup>th</sup> of December 2020 Mr. Mqondaniso phoned to complain about air conditioner that is not working in his office.

The plan to resolve this, was to use three quotation system whilst waiting for the appointment of a service provider to maintain our air conditioners.

## **6. Complaint**

On the 11<sup>th</sup> of December 2020 Vuyo Mvusi from Budget and Treasury Office phoned to complain about Air conditioners that are not working in CFO's office and CFO's Executive secretary's office.

The plan to resolve this, was to use three quotation system whilst waiting for a new appointment of a service provider to maintain our air conditioners.

## **Air conditioner report**

A number of air conditioners were reported to be not functioning in December 2020. The plan was to wait as the service provider was already appointed but due to closing time in December all those were to be attended in January 2021.

## **Recommendation:**

To note the report.

## **HUMAN RESOURCES REPORT**

### **ADVERTISED POST**

None

### **PAYROLL ADMINISTRATION**

The payroll administration is going well.

### **Payroll Inputs**

- **New Employees** – Mthembu Khwezi Khanyiso (Administrator Project Files), Njikelana Siyamcela Kaya (Senior Handyman Electrical), Bungane Ntombikhona Ntombifuthi (Civil Engineering Technician), Gumede Mzingisi Andreus (Truck Driver), Maduna Zithulele Stanford (Truck Driver), Sihlangu Thanduyise Jacob (Roller Operator), Jokweni Ibanathi (Pound Ranger), Mancu Muzi (Roller Operator), Mpompi Nwabisa Cynthia (Administrator Human Resources), Duma Aluwelwa Vuyolwethu (Finance Intern), Mafa Inga (Finance Intern)
- **Change of Account** – Mabuntane Nomzi (Record Management Officer), Jauza Nothemba (Clerical Assistance), Magengelele Noxolo (Coordinator Art and Culture), Maphumulo Msekane (VIP Security Guard), Mnakuba Gcobisa (Communications Intern) Councillor Mphakathi,
- **Terminations** – Mbalo Kholeka (Manager Community and Social Services Department)

### **Termination of Municipal EPWP Projects**

## **Background**

The expanded Public Works Programme was launched by the government in 2004 as a key initiative of creating jobs and alleviating poverty within our societies. This would be accomplished by creating temporary employment within all spheres of government and state-owned entities under the Ministerial Conditions of Employment for the Expanded Public Works Programme or learnership employment conditions.

The below EPWP beneficiaries were terminated on VIP System, the EPWP programme that commenced in July 2018 was scheduled to run for a 24 months' period that will end on the 31<sup>st</sup> of December 2020 after 6 Months of extension. Project names are as follows:

- Uphuhliso Lwemvelo Ngococeko program (200 Beneficiaries) – Infrastructure Department
- Public Facilities (79 Beneficiaries) – Infrastructure Department
- Community Care Givers (40 Beneficiaries) – Community and Social Services Department
- Pound Ranger EPWP (5 Beneficiaries) – Community and Social Services Department

## **CAPACITY BUILDING OF STAFF – UMZIMKHULU MUNICIPALITY**

The project of providing information to staff continues through the Skills Development Unit. The project is capacity development on aspects relate to Labour Relations. We therefore envisage to provide latest information regarding labour relations critical information.

The training was conducted focusing on the interpretation of the Collective Agreement on Formal Disciplinary policy. The entire project training covers the following core critical areas: -

- Scope of the agreement,
- Exclusions from the collective agreement,
- Period of operation of the policy,
- Disciplinary Procedure,
- Conducting of disciplinary hearing,
- Plea agreements,
- Right to terminate service,
- Dealing with abscondment,
- Recording of the proceedings,
- Non-attendance,
- Right of representation,
- Precautionary suspension pending disciplinary hearing,
- Appeal,
- Collective misconduct,
- Inquiry by Arbitration,
- Dispute Resolution,
- Exemptions,
- Transitional Provisions,
- Conduct and Sanctions.

We planned to continue with the training to ensure that almost the majority of employees are provided with information.

The previous training was hosted on the 23<sup>rd</sup> of November 2020 at board room at Emakhosini. The objective is reach as many employees as possible in the municipality. The last group highly appreciated the training.

## **THE CAPACITY BUILDING OF COUNCILLORS- UMZIMKHULU MUNICIPALITY**

Logistics unfortunate did not permit us to host training for councillors before the end of the 2020. According to Supply Chain Unit projects are handled in logical order. The process is now at a stage where the service provider should be appointed to conduct the training.

But now we are sitting at level 3 as per government Covid 19 resolution. We will interact with all relevant stakeholders on the possibility to host the training. We are still determined to undertake councillors training this year 2021.

On the part of facilitation, we have covered all areas to host the councillor capacity building.

### **UPDATE ON JOB EVALUATION**

On the part of the municipality we have fulfilled all aspects relate to the undertaking of job evaluation of appeals, amended JDs and new posts for the municipality.

We have completed to attend to queries indicated by the Secretary of the Job Evaluation. For instance, they requested all new posts to be inserted with posts numbers. We have attended and completed.

Now the outbreak of second wave of the Covid 19 has presented delays. We will continue to contact the team or engaged them until job evaluation is finalised.

### **COGTA SKILLS AUDIT PROJECT**

UMzikhulu like all other municipalities in the province participated in the Cogta Skills Audit Project. The cut-off date for all the municipalities to submit draft reports was 30<sup>th</sup> November 2020.

UMzikhulu municipality was amongst the few municipalities managed to submit before the cut-off date. Cogta is busy now with verification of draft reports and also provide recommendations to produce final report.

### **SUBMISSION OF THE EMPLOYMENT EQUITY REPORT**

As part of strict compliance Umzikhulu Municipality continues to submit Employment Equity Report before the due date which is the 15<sup>th</sup> of January every year.

This is the project that differs every year due to amendments implemented by the Department of Labour. This report was even difficult on the fact that Department of Labour did not thoroughly shared amendments to key stakeholders as norm which is normally actioned before we compile the report.

Umzikhulu municipality has submitted and also the acknowledgement letter was received from the National Office of the Department of Labour.

### **Financial implications**

None

### **Recommendations**

To note the report.

### **FLEET MANAGEMENT REPORT**

#### **2020-2021 MUNICIPAL FLEET TRACKING INSTALLATION - UPDATE**

Procedures concerning the installation of the municipal fleet has been completed. The installation processes began mid-December whereby the trackers were installed into the Municipal fleet according to departments, due to the Municipal offices closing in December other installation will continue in January 2021, therefore progress of its installation will be observed once completed.

### **MAINTENANCE & REPAIRS - EXPENDITURE REPORT**

### Motor Vehicle (Light Motors)

Planned				
Month	Registration	Job card description	Invoice number	Amount
December	NMZ 9442	Replace front brake pads	155399	R6 312.63
	NMZ 6176	Fit front brake pads & Disc	15385	R12 573.98
	NMZ 9554	Front brake pads	15386	R3 650.16
	NMZ 6859	Annual service – (130 000km)	15395	R9 281.88
	NMZ 8910	Annual service – (130 000km)	15398	R2 041.50
Emergency				
September	NMZ 6182	Kokstad – uMzimkhulu - towing	15389	R1 966.50
	NMZ 6177	Kokstad – uMzimkhulu – call out towing	15390	R3 059.00
	NMZ 6187	Repair Aircon gas pipe leakage	15387	R2 485.72
	NMZ 8909	Wheel alignment, tyre balance and change over	15384	R 792.00
	NMZ 9442	1x tyre replacement, balance wheels	15504	R2 433.74
<b>GRAND TOTAL PAID</b>				<b>R44 597.11</b>

### PLANT AND MACHINERY

Emergency				
Month	Registration	Job card description	Invoice number	Amount
December	NMZ 8917	Repairs	15383	R2 383.13
	NMZ 1222	Tyre puncher & Repairs	15503	R13 156.00
	NMZ 5421	2X tyre replacement	15388	R23 620.08
	NMZ 5424	Call out & attend to truck not starting	15393	R6 261.75
	NMZ 2122	Weld frame	15391	R 569.25
	NMZ 2793	Check & fill hydraulic	15397	R 689.42
	NMZ 15506	Repairs	15506	R3 731.75
	Pressure washers	Repairs	15501/15502	R 785.56+R 785.56
	NMZ 2793	Repairs	15507	R1 998.70
	NMZ 5421	Tyre puncher repair	15510	R 787.55
	NMZ 5709	1X Tyre replacement	15508	R7 645.00
	NMZ 1754	Call out – tyre repair	15509	R2 659.43
<b>GRAND TOTAL PAID</b>				<b>R63 074.48</b>

### GRAND TOTAL PAID FOR DECEMBER

= R107 671.59

### MOTOR LICENSING AND REGISTRATION AND VEHICLE ACCIDENT INSURANCE CLAIMS

There were no motor licensing and insurance claims due for the month of December.

### FUEL EXPENDITURE REPORT SEPTEMBER 2020

FUEL EXPENDITURE RECONCILIATION REPORT			
PERIOD: DECEMBER 2020			
DEPARTMENT	VEHICLE REG	VEHICLE DESCRIPTION	PRICE P/R
BULK CARD /200L	JERRYCAN-BULK CARD 200L	GENERATORS,GRASS MACHINERS,TRUCK	R 4,846.35
COMMUNITY & SOCIAL SERVICE		R 31,726.50	

Pound van	NMZ 6180	Ford ranger	R 880.59
Pound truck	NMZ 4507	Nissan Deisel Pound truck	R 4,417.28
Pound tractor	NMZ 5562	Case JX90 4WD	R 41.96
Pound Patrol van	NMZ 9553	Toyota hilux 2.4 GD6	R 3,884.08
Sukuma sakhe NEW	NMZ 9550	Toyota hilux 2.4 GD6	R 3,221.39
Sukuma sakhe van	NMZ 6179	Ford ranger	R 41.96
Mobile Library	NMZ 5626	Nissan Deisel	R 41.96
Fire & Rescue	NMZ 6184	Ford ranger	R 1,754.68
Fire & Rescue	NMZ 5294	Hino 500	R 1,748.88
Fire & Rescue	NMZ 4132	Toyota Land cruiser	R 1,682.82
Fire & Rescue	NMZ 7810	ford Ranger	R 1,728.28
Traffic Law Enforcement	NMZ 6176	Ford ranger	R 3,872.86
Traffic Law Enforcement	NMZ 6177	Ford ranger	R 41.96
Traffic Law Enforcement	NMZ 7811	Nissan NP 300	R 3,881.47
Traffic Law Enforcement	NMZ 7111	Toyota hilux 2.4 GD6	R 4,486.33
<b>COPORATE SERVICES</b>		<b>R14,729.04</b>	
Corporate Services	NMZ 6174	Ford ranger	R 4,153.59
Corporate Services	NMZ 6175	Ford ranger	R 2,780.12
Corporate Services	NMZ 6187	Ford focus	R 3,522.44
Corporate Services	NMZ 6191	Mercedez Benz	R 2,888.22
Corporate Services	NMZ 9552	Toyota Quantum	R 1,384.67
<b>MAYOR &amp; COUNCIL</b>		<b>R 61,330.77</b>	
Mayor & Council	NMZ 6859	Toyota land cruise Prado	R 4,108.22
Mayor & Council	NMZ 8112	LandRover Discovery 6	R 41.96
Mayor & Council	NMZ 6542	Cheverolet trailblazer 2.8	R 41.96
Mayor & Council	NMZ 6182	Ford Ranger 3.2	R 41.96
Mayor & Council	NMZ 9442	Toyta Fortuner 2.8 GD6	R 6,218.94
Council VIP backups	NMZ 8908	Toyota hilux 2.8 GD6	R 8,578.40
Mayor & Council	NMZ9443	Toyta Fortuner 2.8 GD6	R 6,197.51
Council VIP backups	NMZ 8909	Toyota hilux 2.8 GD7	R 8,143.32
Council VIP backups	NMZ 8910	Toyota hilux 2.8 GD8	R 11,543.64
Council VIP backups	NMZ 8911	Toyota hilux 2.8 GD9	R 9,725.52
Council VIP backups	NMZ 9554	Toyota hilux 2.4 GD10	R 6,689.34
<b>INFRASTRUCTURE &amp; ENGINEERING</b>		<b>R 96,317.58</b>	
Road Mantainance	NMZ 6173	Ford ranger	R 2,979.27
Road Mantainance	NMZ 6183	Ford ranger	R 41.96
Road Mantainance	NMZ 5421	Bell Tlb	R 2,370.00
Road Mantainance	NMZ 5422	Grader Bell	R 9,384.22
Road Mantainance	NMZ 5423	MAN Tipper truck	R 41.96
Road Mantainance	NMZ 1754	Bell Roller	R 4,631.04
Road Mantainance	NMZ 5424	MAN Tipper truck	R 1,437.88
Road Mantainance	NMZ 5425	MAN Tipper truck	R 41.96

Road Mantainance	NMZ 1222	Hino 500 Tanker	R 2,822.17
Road Mantainance	NMZ 5910	Hino 700 LowBed	R 41.96
Road Mantainance	EC210BLC	Excavator Volvo	R 7,684.39
Road Mantainance	NMZ 1536	Volvo Grader 790	R 7,617.80
Road Mantainance	NMZ 8917	Cat pathfoot roller	R 10,210.01
Road Mantainance	NMZ 8918	Cat skid loader	R 41.96
Road Mantainance	NMZ 5709	Fuso Tipper Truck	R 8,504.76
Road Mantainance	NMZ 9027	Fuso Tipper Truck	R 9,717.39
Road Mantainance	NMZ 9028	Fuso Tipper Truck	R 6,602.00
Road Mantainance	SA700122	Cat Tandem	R 41.96
Road Mantainance	ZBN10526	Cat 320D excavator	R 16,781.32
Road Mantainance	NMZ 9551	Toyota hilux 2.4 GD10	R 4,433.32
Road Mantainance	NMZ 4820	Toyota hilux 2.4 GD11	R 890.25
<b>WASTE MANAGEMENT</b>		<b>R 38,592.75</b>	
Waste Management- Refuse	NMZ 9684	Hino 500 MT TIPPER	R 41.96
Waste Management- Refuse	NMZ 6178	Ford ranger	R 2,596.39
Waste Management- Refuse	NMZ 5628	Nissan Deisel Refuse 150	R 6,448.42
Waste Management- Refuse	NMZ 4518	John Deer	R 41.96
Waste Management- Refuse	NMZ 2380	M-Ferguson	R 1,623.08
Waste Management- Refuse	NMZ 2122	M-Ferguson	R 2,188.10
Waste Management- Refuse	NMZ 1716	Nissan Deisel	R 41.96
Waste Management- Refuse	NMZ 5924	Hino 300	R 2,519.97
Waste Management- Refuse	NMZ 8400	Nissan Truck	R 4,159.02
Waste Management- Refuse	NMZ 2793	TLB Volvo	R 2,996.85
Waste Management- Refuse	NMZ 7346	Nissan Deisel	R 15,893.08
Waste Management- Refuse	NMZ 5545	Case JX90 4WD	R 41.96
			<b>R 247,542.99</b>

## Financial implications

Utilized Motor vehicle funds to cater for the above expenditure.

## Recommendations:

To note the report.

## INFORMATION TECHNOLOGY REPORT

### Background

ICT Section is the innovative and strategic resource that continuously enhances service delivery using information, computing telecommunications and networks. The section is dedicated to ensuring that the systems function are optimally at all times. The section is also responsible for protecting municipal data whilst ensuring that its investment decisions are aligned to municipality's service delivery objectives at all times.

## PROGRESS REPORT OF IMPLEMENTATION OF ICT STRATEGY

We have started with the implementing the ICT framework, which forms part of the ICT strategy, this report is based on the reporting structure as per ICT strategy.

	PROJECT INITIATIVE	IMPLEMENTATION ACTIVITY	PROGRESS ON IMPLEMENTATION
1	Establish Free Wifi	Develop proposal to be submit to relevant stakeholders	<ul style="list-style-type: none"> <li>We were approached by Afika wireless technology to install free wifi in our community. The wifi is free but they need approval to advert on the towers and not be bill by the municipality so they are be provide free wifi. Once municipality approves the proposal we have to sign an SLA.</li> </ul>
2	Establish Research, software and Cisco Training	Develop ICT Training and Research Centre Concept Note and proposal	<ul style="list-style-type: none"> <li>We presented to strategic session that we will budget R500 000 for business plan and feasibility study to implement ICT hub in Umzimkhulu</li> <li>The project for conducting business plan and feasibility study is not funded for 2020-2021 financial year.</li> <li>We still need funding to be able to develop proposal and acquire funding.</li> </ul>
3	Enhance Customer Care by investing in a centralized Customer Care application	Procure new customer care system	<ul style="list-style-type: none"> <li>Customer Care system has been developed and is functional with an application for citizens to download. The Application is available at play stores and iStore. We are currently finalizing work flow process on the system.</li> </ul>
5	Upgrade GIS System to optimize customer support and improve revenue	Procure and implement upgrades solution and licensing	<ul style="list-style-type: none"> <li>The project is now planned for 2020- 2021 financial year.</li> </ul>
6	Invest in Engineering Design Software	Sourcing funding to purchase designing software	<ul style="list-style-type: none"> <li>The project has been requested to be put on halt as budget is being reprioritized for procurement of Internal audit, risk and compliance system</li> </ul>
7	Review ICT Structure and train staff	1. Review the ICT Structure 2. Fill up positions including that of ICT Manager	<ul style="list-style-type: none"> <li>We have developed a training plan and we are following the training plan.</li> </ul>

## SYSTEM ADMINISTRATION

System administration is the management of all ULM critical systems. We monitor and maintain user creation, deletion, password resets and access violations to be able to determine that all transaction are authorized and valid.

### MUNSOFT SYSTEM

Integrated Financial Management & Internal Control System for Local Government.

#### Access Violations & Password Resets.

In the month of August there has been two blocked users and three password reset, an annexure detailing the incidents has been attached however from the analysis there has been nothing out of the ordinary based on the incidents.

### TERMINATED USERS & CREATED USERS

In the month of October a user by the name of Yolokazi Mkhize was added on Munsoft, we do not have any terminated users thus far.

### BACK UP STATUS

In the month of December, the success rate was 90%, failures were on the 8<sup>th</sup>, 19<sup>th</sup> and 29<sup>th</sup>.

## CONTRACT STATUS

We have a three-year contract with Munsoft and yearly there are addendums which we sign should there be additions required on the systems however as things stand National treasury has given us a go ahead to continue using the system this therefore projects that we will renew the SLA after 3 years. In the SLA meeting we had, we established that we still have 18 months remaining from the month of December and the renewal date is 30/06/2022.

## Incident reporting & latest module usage

ICT Supervisor and Finance supervisor on Munsoft should establish a way of communication concerning user management as this is causing a misunderstanding in the side of managing users such as password resets and module additions. It is also important to note that the client version used is now client version 8.

Below is a view from the Munsoft management dashboard of the Munsoft Module Usage status;



## VIP (Payroll)

## SYSTEM OVERVIEW

Sage VIP is a system used for payroll, it currently consists of the following users:

- Nokuthula Nduku
- Happiness Sibutha
- Sithulile Damoyi
- Thozama Ntongana
- Lizo Mtshengu
- Nwabisa Mpompi
- Sikhumbuzo Shinga

The users listed above have certain access on the system and are quarterly reviewed to make sure that they perform duties within their scope of work in the system.

## ACCESS VIOLATIONS & PASSWORD RESETS.

In the month of December, there were account lockouts which resulting in less access violations. The other users have not had any incidents, which are alarming. We were not able to conduct user access review due to internal issues of the municipality and family responsibility in the key members of this process.

## TERMINATED USERS & CREATED USERS

In the month of October, no users were added nor terminated on the system.



## **BACK UP STATUS**

In the month of November, we had a success rate 86%, and in December we had a success rate 93% there was improvements to backups.

## **CONTRACT STATUS & UPDATES**

The registration expires on 2021/02/28 we are month away from renewing our VIP software licence, and we are currently running on 5.5a.

## **SITE CODE: S19406**

## **PERFORMANCE MANAGEMENT SYSTEM**

### **System Overview**

Monitoring and Evaluation System-A STRATEGIC MANAGEMENT SYSTEM that equips leaders, managers, employees and stakeholders at different levels to regularly plan, continuously monitor, periodically measure and analyse, review and credibly report on the strategy at different sectors of the business. Rea is a strategic response to the need to improve business efficiency through automation of processes whilst ensuring compliance with prescripts regulating the public sector in all spheres of government. It also advances and preserves accountability at all levels with its capacity to store large volumes of information and provides audit comfort with its tracking features for reliability. The users listed above have certain access on the system and are quarterly reviewed so as to make sure that they perform duties within their scope in the system.

### **Access Violations & Password Resets.**

There were no access violations as the utilization of this system is very low

### **Terminated Users & Created Users**

In the month of December, we have just added Ntando Maduna and we have terminated K.Mbhalo.

In the month of December, we had a success rate of 96%.

## **CONTRACT STATUS & INCIDENT REPORT**

The municipality procured some of the modules of the system, however we are still within our SLA in terms of the support. It is also important to mention that we have conducted an in-house training, which took five days, where we had all our executive secretaries, the training was teaching them how to use the performance module on Reasebetsa. As this was a practical training, it is safe to say that we have managed to capture the POEs for quarter one however it has not been finalised we can say we have 70% of the work done in terms of capturing. Towards the end of November the M&E unit said the status quo was that they were expecting the HODs to validate however, that did not happen and they did not receive any explanation as to what may have prevented the process. So as a result of this the system was then reported as a system that did not assist in the first quarter of 2020/2021 in conducting the assessments, the M&E unit further requested that the assessments proceed manually, this was then a setback with regards to the amount of work that the executive secretaries have performed on the system as we would like to think that the system is there to assist in making the assessments easy, also it is of the systems administrator's understanding that the coordination of the PMS training with regards to the system functionality is not a compulsory role for IT.

## **GEOGRAPHIC INFORMATION SYSTEM(GIS)**

### **SYSTEM OVERVIEW**

A geographic information system (GIS) is a system designed to capture, store, manipulate, analyse, manage, and present spatial or geographic data. GIS applications are tools that allow users to create interactive queries (user-created searches), analyse spatial information, edit data in maps, and present the results of all these operations.

GIS can refer to a number of different technologies, processes, techniques and methods. It is attached to many operations and has many applications related to engineering, planning, management, transport/logistics, insurance, telecommunications, and business. For that reason, GIS and location intelligence applications can be the foundation for many location-enabled services that rely on analysis and visualization.

### **Incident reporting (building control system)**

A closeout meeting was held with COGTA. The service provider undertook upgrades on the system. There is an issue with the displaying of GPS coordinates of the applications. The service provider says that the issue has to do with our servers. Our IT is looking into it. Amendments were made to the application form as well as the checklist. The closeout report was compiled by COGTA and has been duly signed by the municipality.

## **ELECTRONIC DOCUMENT MANAGEMENT SYSTEM(EDMS)**

### **System Overview**

An electronic document management system (EDMS) is a software program that manages the creation, storage and control of documents electronically.

### **ACCESS VIOLATIONS & PASSWORD RESETS.**

There were no system violations.

### **TERMINATED USERS & CREATED USERS**

There were no users neither terminated nor added in the month of October.

### **BACK UP STATUS**

In the month of November, we had a success rate of 90% and in December, we had a success rate of 96%.

### **CONTRACT STATUS**

There was a once off procurement, there is a support fee that is paid for support purposes.

### **Incident reporting**

With the roll out of new computers, we had to reinstall the DataStor application with this installation, we managed to get the latest application, and we have installed it on two users in the registry unit.

## **TRAFFIC COLLECTION SYSTEM (TCS)**

### **System Overview**

Traffic collection system (TCS) is a software program that manages the traffic fines captured for traffic offences.

### **Access Violations & Password Resets.**

There were no system violations

### **Terminated Users & Created Users**

There were no users added in the quarter

### **Back Up Status**

In the month of December, we had a success rate of 96%. We had failure on the 29<sup>th</sup>.

### **Contract Status**

Due to lockdown, we have had a setback in the payment that was supposed to be done, the system is however now functional as the payment was made and the license has been renewed. We are now facing an SLA issue, which we raised in May before the SLA ended, we have now started a process of renewing the SLA to a three-year contract, and we have reported the issue to TCS and Chief traffic. However, they are still using the system. The report we received from Chief traffic was that the contract issue has been sorted. It is of our understanding that the SLA issue with TCS is sorted.

## **SECURITY MANAGEMENT**

### **Firewall**

Cyberoam's User Threat Quotient (UTQ) helps security administrators spot risky users within their network based on web behavior that leads to security and legal risk. The risk could be a result of unintended actions due to lack of security awareness or malware infected host or intended actions of a rogue user.

## **Application Risks and Usage**

Umzimkhulu is facing low Application risk with an App risk score of 0.71

11 risk-prone applications were found traversing the network of which 5 were very high risk applications and 6 were high risk applications. If these applications are not intentionally allowed or do not serve any business need, a recommended practice is to block such risky applications.

## **Web Risks & Usage**

-13 very high risk web domains were blocked using Cyberoam that belonged to IP Address (9 web domains), Porn (4 web domains).

-17 very high risk web domains were accessed that belonged to IP

Address (17 web domains). If these web domains and /or categories are not intentionally allowed or do not serve any business need, a recommended practice is to block such risky web domains and categories.

-Top Web categories by data transferred include Information Technology, Search Engines, None.

-Top 11 web domains account for 70% of data transferred by web surfing.

## **Intrusion attacks**

-Overall 97 intrusion attacks with Moderate severity and above were found, that includes 80 attacks of critical severity, 2 attacks of major and 15 attacks of moderate severity level.

-Top attack categories include Web Services and Applications, Reconnaissance, Operating System and Services, Browsers, Application and Software.

## **ANTIVIRUS**

Currently Antivirus is installed and updating in 84 computers that are connecting on uMzimkhulu network.

We had two computers that were not updating on a daily basis we had to do manual update. All minor threats were cleaned and removed from the pc. One computer was showing serious threat which was removed manually

## **Challenge**

We have three desktop computer that reappear on the logs for threats being quarantined 800-infra-dsk,500-OSS-DSK,300-rcptncc-dsk.

## **SERVER & NETWORK ADMINISTRATOR**

### **Patch Management**

#### **Introduction/Purpose**

Patching is the process of repairing system vulnerabilities, which are discovered after the infrastructure components have been released on the market. Patches apply to many different parts of an information system, which include operating systems, servers, routers, desktops, email clients, office suites, mobile devices, firewalls, and many other components that exist within the network infrastructure. The number of patches, which are required on a consistent basis, can be overwhelming. This is why it is necessary to devise a patch management process to ensure the proper preventive measures are taken against potential threats.

#### **Method**

During this month we have approved and applied approved patches according to two different types of policies i.e. Server default policy and workstation default policy which are both aligned with our patch management policy. For more information, please see **Annexure B**

#### **Challenge(s)**

We are struggling to log new faults especially for the failed patches and the information on the reports is not accurate due to this challenge we are currently experiencing.

We will contact SYSAID support in order for us to resolve the issue.

## Monitor Server Consumption/Performance

### Server monitoring

#### Background

We have two production host servers that host 16 virtual machines. Instead of having 16 physical servers we have two servers and then create Virtual servers that utilizes the host machine resources (RAM, HDD, CPU,)

Threshold vs Utilisation	
90%	Critical - the system can start causing serious problems, i.e. running out of one of the following physical components memory, disk space and CPU. You must consider procuring additional or new hardware.
85%	Medium – needs serious attention utilization is higher than the usual threshold you need to consider increasing resources i.e. hardware, memory, disk space and the CPU.
70%	Low – when optimisation is needed and this threshold doesn't much risk to the system. You cannot rule out increasing the resources

#### Summary of virtual VM performance

HOST Performance %			
Host	Average CPU Utilization	Average Memory Utilization	Free Memory
HYPERV-HOST1	6%	85%	15%
HYPERV-HOST2	9%	76%	24%
HYPERV-DRHOST1	0%	4%	96%
HYPERV-DRHOST2	0%	4%	96%

Even though there is not much change from the table above, but we are still running short of physical memory on both of our host machines there for we are going to need additional memory. As for the Disaster recovery host servers you can notice that the utilization is very low, because all the virtual machines are off as they are on standby. So we have not yet purchased additional memory for both our Host servers.

In order for us to keep our servers in a good state and to keep up with the growth of the number of systems that being utilised by the municipality, we need to purchase at least 244 GB of additional memory for our host servers in order for the host servers to function below 80%. Due to a number of the systems and other virtual machines hosted by the host servers, so these systems consume a lot of resources from the host.

#### Performance of Virtual servers

This report provides an overview of your virtual environment current health state that includes most common alarms and most affected VM's

Virtual Server's with high utilization %						
Host	Average CPU Utilization	Average Memory Threshold vs Utilization		Disk Threshold Vs Utilization		Comments
UMZI - HQ – EX01	6%	75%	18%	70%	72%	Needs attention on the hard disk drive which is 72% i.e. optimisation clearing the previous logs.
UMZI - HQ - DC03	30%	75%	21%	70%	61%	All in good health.
UMZI - HQ - DC02	3%	75%	40%	70%	60%	Still in good health status

UMZI - HQ - DEBTPAC	95%	75%	90%	70%	33%	Condition is in critical, this server need to be assigned dynamic memory due to its consumption of resources. MSQSRVR is consuming too much of memory and CPU
UMZI - HQ – EDMS	20%	75%	37%	75%	49%	All in good health
UMZI - HQ – BCS	2%	75%	24%	75%	58%	Still in good health
UMZI - HQ – PMS	6%	75%	12%	75%	15%	Still in good health status
UMZI - HQ – VEEM01	5%	75%	34%	75%	64%	Still in good health status
UMZI - HQ - VEEAMONE	18%	75%	29%	75%	34%	Still in good health status
UMZI - HQ – BACKUP	3%	70%	8%	80%	38%	All in good health
UMZI - HQ – NPM	7%	75%	8%	75%	13%	Still in good health status
UMZI - HQ – SYSAID	3%	70%	0%	80%	0%	Still in good health status
UMZI - HQ – PAYROLL	37%	70%	48%	70%	34%	Still in good health status

#### ADMINISTRATOR'S COMMENTS

Debt pack server is hosting multiple databases so what we have noticed is that it is the only server with the highest utilization and even the resources assigned to the server are not enough. This server needs to be assigned dynamic memory/RAM and Dynamic CPU.

In order for us to achieve the above we need to purchase more resources especially memory/RAM because we are running out of physical memory.

#### Network Administration

##### Background

We are running on Telkom Metro LAN which is connecting our LAN sites with fibre link of 10mbps. The main building has 50mbps that linking all the sites and our internet breakout line is 30mbps upload and download.

##### Purpose

Purpose of this report is to report on outages, fix issues faster, manage growing, changing networks, identify security threats, justify equipment upgrades, and to report on SLAs.

##### WAN\LAN-(Internet)

During the cause of the month Telkom report shows 100% network availability. There were days where we experienced load shedding and network was not available internal, this was not affecting Telkom internet availability external hence it 100%

##### Wireless Network(Wi-Fi)

During this Month Wi-Fi downtime was only caused by power cuts due to load shedding.

UMZI-Guest – wireless access points that provide the guest of UMzimkhulu Municipality with WI-FI internet access, again in order to prevent unauthorised access we have implemented a security feature that uses Voucher tickets.

## Challenges

Wireless network coverage is weak in some areas where users are not able to connect to access points.

## Financial implication

Four AP are estimated to cost R20 000

## Recommendation

We recommend procurement of four additional access points to be added on the LAN

## BACKUPS AND RESTORE

### Background

This report defines the backup policy for all data within the organisation. The data typically includes that which resides on servers, desktops, laptops & other storage or processing devices that is critical to the operation of the organisation. Data backup is critical to ensure the continued operation of a business in the event of equipment failure, natural disasters or intentional destruction.

### Method

ITNA has been contacted regarding backup issue and I was advised to send the list of all users with backup failure for reconnection and I did send the list however the issue is still persisting.

On the 18<sup>th</sup> of December, I have again sent the email regarding the backup issue but they haven't responded yet.

There are nine accounts that exceeded limit, 15% overspill allowance has been allocated which will allow backups to run over the limit by 15%, thereafter the backups will fail.

Backup Group: MUNICIPALITIES\UMZIMKHULUM\WORKSTATIONS			
Backup Account	Account Size	Selected Size	Amount Over
DSKOP	79,00 GB	79,22 GB	228,48 MB
GEBASHEN	17,00 GB	37,71 GB	20,71 GB
KMBANJWA	10,00 GB	10,66 GB	660,36 MB
MBIKOM	5,00 GB	6,76 GB	1,76 GB
MGCINAV	22,00 GB	31,24 GB	9,24 GB
MNGONYAMAL	4,00 GB	4,01 GB	13,88 MB
SONDZABAT	8,00 GB	14,26 GB	6,26 GB
USER	5,00 GB	15,51 GB	10,51 GB
ZIMEHAF	5,00 GB	14,12 GB	9,12 GB
	155,00 GB	213,51 GB	58,51 GB

The selection review on these account has not been done, I will review and advice should a space increase needed.

### Disabled/Deleted Account

No disabled or deleted account

### Backup Exceptions

Backup did not run on the 23<sup>rd</sup> due to network failure. On the 24<sup>th</sup> and 26<sup>th</sup> backup did not due to software failure and on the 30<sup>th</sup> backup did not run due to line failure.

- Emphasized the importance of backup to all users who don't connect their workstation to the internet and advise users to consult IT should they see a pop up backup error message on their workstations.

## MANAGEMENT OF ICT SLAs

### Performance report

SERVICE PROVIDER	EXCEPTIONS FOR CURRENT REPORTING PERIOD		
ITNA/MUNSOFT	<ul style="list-style-type: none"> <li>All backups are running as planned expect for computers not connecting on the network. Manual backup is initiated for all failed backups.</li> </ul>		
VIP SAGE	<ul style="list-style-type: none"> <li>No exemption this month</li> </ul>		
MOTSWAKO	<ul style="list-style-type: none"> <li>Makhosini machine has broken sensor on Cyan slot it has been fixed almost 2 times in line but has the same problem.</li> <li>Full set of toners were delivered for December.</li> </ul>		
TELKOM	<ul style="list-style-type: none"> <li>Order for new handset was received and installed for the users requested for.</li> <li>Pending approval for proposal from Telkom that need to approved .1. PABX upgrade 2. Internet upgrade. 2.Metro LAN addition</li> </ul>		
VODACOM	User name	problem	Status
	Cllr Mafuleka	Cracked screen (tab)	Sent to repairs, awaiting response from the insurance,
	Ms Tshazi (ward committee)	Screen cracked	Sent to Repairs, awaiting for quotation

## INCIDENT MANAGEMENT

In the month of December calls were received reporting incidents and they were attended and resolved. The Pinter fault at Makhosini building was attended and resolved. We then requested munsoft to farther assist with resolving the related issue and even check our SLA that we have schedule I for sysaid suppo

For all capturing of incidents to be done on a temporal spreadsheet until the issue of the system is resolved. Our technicians will not attend incidents without Ref. No Faults can be logged through system portal [helpdesk.umzikhululm.gov.za](mailto:helpdesk.umzikhululm.gov.za), call 5030 and receive ticket number, alternatively send an email to [support@umzikhululm.gov.za](mailto:support@umzikhululm.gov.za)

## IT PROJECTS

The following listed items are services and goods planned or being procured for IT usage during 2019-2020 financial year.

Description of goods / services / Infrastructure project	Budget Amount	Procurement Strategy	progress
Procurement of Fleet management system	No budget (budget adjustment)	Transversal contract	Installation of trackers has commenced we have installed 80% of tracker devices on our fleet this is including yellow plant.
Procurement of Customer care management system	500,000.00	Transversal contract	System has been developed, users department is busy with testing functionality
Procurement of Audit and risk system	800,000.00	contracted services	Project has failed due to nonresponse of service providers. We than optioned to send a request to SITA to procure system on behalf of the municipality
Appointment of Cellphone Management service provider	1,350,000.00	contracted services	Project has failed due to nonresponse of service providers. We will have to re advertise

Computer equipment ( rolled over )	710,000.00	contracted services	All computers have arrived and issued to users, services providers will finally supply of locking cables and projector thereafter we will make payment.
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## COUNCIL RESOLUTIONS

### Network and telephone upgrade with Telkom

#### Challenges

We have started to notice high internet usage; we believe it is caused by the use of virtual meetings being held on a day to day basis. With the high demand of internet connectivity within the municipality it is highly recommended to upscale our network. We have run out of new extension lines that are able to receive external calls we therefore have to upgrade our PABX. Ibisi library and pound site are running on an old internet solution which is a VSAT, we have to upgrade to fibre solution for better performance.

#### Financial implication

We are currently paying R15000 a month for a 30Mbps and now Telkom is offering us 100Mbps for R17 646.20 which is more than double the speed but with a cost ratio of 1:1.

#### To upgrade 30 Mbps to 100Mbps Internet Breakout for better internet performance.

- This entails the upgrade of the current speed of 30Mbps to 100Mbps still with 1:1 contention ratio
- The current Cisco ISR4321 Router will be upgraded with a Cisco ISR4331 Router capable of speeds of 100Mbps

#### MetroLAN with the 2 x Additional Sites(Ibisi library and pound )

- This entails the rollout of Fibre to the Municipality's sites currently as per Site list provided in the Proposal.
- The current V-SAT Sites and VPNS will therefore be cancelled upon the installation of the Fibre infrastructure

#### Upgrade current PABX to Premium SIP Solution

- The Current ISDN PRI Links on Copper will be replaced with a Fibre Based SIP Solution and consolidated at Head Office
- The entire Municipality's number range will be configured in the cloud and accessible across ALL the Municipal sites and extensions
- New handset will be issued replacing all phone we are using currently

#### Purchase Microsoft Licences directly from Microsoft.

#### Background

Treasury together with SITA entered a Microsoft government framework agreement, wherein it states that government departments and Public entities are entitled to Microsoft license benefits either through pricing discounts, training etc.to ensure public funds are not misused or abused.

We have identified according to the need of the municipality that we need M365 E3 Unified Shadsrv ALNG subsVL MVL PerUser for 250 licences. Now according to framework agreement when you have reached 250 user licences you are allowed to purchase directly from Microsoft without going through SITA, although SITA will have to validate the pricing issued by Microsoft for the agreed discounts.

We therefore request deviation to purchase directly from Microsoft using the framework agreement as we will be receiving discounts and free training vouchers.

#### General Conditions

The services are requested for a period of 36 Months



## **Financial Implication**

Annual cost in dollars as we will have pay Microsoft directly \$68, 940. When converting to Rands using exchange rates 2020-11-12 \$1 is R15.6710 therefore \$68 940 x R15.6710 = 1 080 358.74 excluding vat

## **Recommendations:**

[a] To upgrade 30 Mbps to 100Mbps Internet Breakout for better internet performance.

[b] We request deviation to purchase directly from Microsoft using the framework agreement as we will be receiving discounts and free training vouchers.

## **COMMUNITY AND SOCIAL SERVICES DEPARTMENT**

### **DISASTER MANAGEMENT**

The Disaster Management Act, 52 of 2002, states that the entity should provide an integrated and co-ordinated Disaster Policy that focuses on preventing or reducing the risk of disasters, mitigating the severity of disasters, emergency preparedness, rapid and effective response to disaster and post-disaster recovery.

### **Purpose**

The purpose is to report on incidents that UMzimkhulu Disaster Management Team responded to.

## DISCUSSIONS

- 6 Wards were affected by hailstorms.
- UMzimkhulu DM team conducted assessments in the affected ward and social relief, yet not provided.

The locations of incidents were as follows:

➤ Ward 02,12,13,15,20 & 21

wards	DAMAGED HOUSES	HOMELESS	INJURIES	FATALITIES	NO OF PEOPLE AFFECTED
➤ 02,12,13,15,20 & 21	64	NONE	NONE	NONE	108

## PICTURES OF DAMAGED HOUSES

Below is a picture of an accident that happened during hailstorm in ward 21. There were no injuries and fatalities. The causes of the fire are still unknown.



## COVID 19 INTERVENTIONS

As part of the Covid-19 Interventions sanitizing of public spaces, all municipal building and vehicle were a responsibility of the Municipal disaster management team. Below are pictures depicting sanitizing of public spaces and municipal buildings in the month of November 2020.



## SUPPLY AND DELIVERY OF A FIRE ENGINE TRUCK (ULM-CSS003/20)

## Background

The background outlines the parameters of Supply and Delivery of Fire Engine Truck the Service Provider responded to the advert / invitation to a tender no ULM – CSS 003 /20 for Supply and Delivery of Fire Engine Truck, and the closing date for the advert was on the 25th October 2019.

UMzikhulu Local Municipality thereto appointed Emergency Africa Services Wherefore Emergency Africa Services was appointment by the UMzikhulu Local Municipality and the duration of the contract shall be a period stipulated in the terms of reference a period reasonable for the service provider to render the service as per the terms specified on our terms of reference. The period was 8 months and they delivered within 7 months. Total cost of the fire engine was R 4,829,891.45 including vat.



## TRAFFIC REPORT

### Background

- Traffic officers are working seven days a week as per shifts in order to perform by-law enforcement duties during the week and also perform other law enforcement duties over the weekend as per operational plan.
- Scholar patrols were conducted along R56 road after they were suspended due COVID-19 regulations.
- Speed timing was conducted as per operational plan.
- Stray animals were impounded along R56 working closely with pound rangers to reduce accident caused by stray animals
- Local roadblocks were conducted as per operational plan.

- Kwa-Zulu Natal Premier and his cabinet was escorted to pay a visit to Ndobe family.
- ON 10 November 2020 SAPS cluster meeting was attended to discuss law issues.
- On 12 November 2020 section four meeting was attended and plenary meeting was held to discuss security measures to be considered during funeral.
- On 13 November 2020 motorcade was escorted from council chamber to ward 13 for flower dropping to Mr NDOBE family.
- On 14 November 2020 funeral was escorted and R56 was controlled by Traffic Officers and SAPS to ensure safety during funeral proceedings.
- IDP Outreach was attended to Ward 3,7,15 and Ward 18.
- Registration and licencing of motor vehicles are taking place with observation of COVID-19 regulations.
- On 18 December 2020 multi-Disciplinary roadblock was conducted with UMzimkhulu SAPS, RTI, and Community Safety Office.
- Learners licence classes were conducted five day a week due limitation of applicants in order to comply with COVID-19 regulations.

### **BY-LAW ENFORCEMENT AND ENFORCEMENT OF REGULATIONS OF THE DISASTER MANAGEMENT ACT AS PER COVID 19**

- Three vehicles were impounded during by-law enforcement and they were released after payment.
- Land invasion was attended at Border location.
- Street traders were attended and goods were confiscated to those trading without permits.
- R3 200 was collected on bylaw enforcement.

### **ANIMAL POUND**

#### **Purpose:**

To report about the current status and operations of the Pound.

#### **Back Ground And Reasoning:**

The Pound Master, Rangers and Traffic Officers impounded animals as they were doing by-law enforcement in respective areas as follows:

#### 1 December 2020

- 14 cows from new traffic. Released 13 cows on 3<sup>rd</sup> /4<sup>th</sup> December 2020. Total cost R3690.

#### 2 December 2020

- 5 cows from Clydesdale. Released 5 cows on 2<sup>nd</sup> December 2020. Total cost R900.

#### 4 December 2020

- 4 goats 1 kid from Kromhoek impounded by stock theft (goats were stolen out the pound)

#### 11 December 2020

- 10 goats from Mvubukazi impound by stock theft (goats were stolen out the pound)

#### 13 December 2020

- 16 sheep from Border impounded by stock theft Not Released 4 sheep Died and sent to dump for disposal

#### 16 December 2020

- 5 cows from old traffic. Released 5 cows on 17<sup>th</sup> December 2020. Total cost R1150.

#### 23 December 2020

- 2 cows from Thembeni. Released 2 cows on 24<sup>th</sup> December 2020. Total cost R460.

- 5 cows from Mfundweni. Released cows on 24<sup>th</sup> December 2020. Total cost R1150.

#### 29 December 2020

- 17 goats from Madakeni (impounded by community) Released 14 goats on 30<sup>th</sup> December 2020. Total cost R210.

Total revenue collected is R7 560.00

## CHALLENGES

On the 13<sup>th</sup> December 2020 I the Pound Master received a phone call from the security at the animal pound to report that 16 goats had been stolen. The goats were stolen overnight. There was a case opened of stock theft with case number 70/12/2020.

## LIBRARY SERVICES

UMzimkhulu municipality has 1 main library in town and 2 Mobile library units in ward 6 and ward 19 which are fully operational and 1 modular library at IBISI, these libraries cater for all community members. Our libraries have become very helpful for students from local schools and Esayidi VET College, UNISA students and the community at large as it stocks a wide range of books and other resources that will help them with their school projects, reading for leisure and studies especially the long distance learners (e.g. UNISA, North West University etc.). Our membership is growing every month, and people are joining the library to utilize the facilities.

### LIBRARY MEMBERSHIP

Name of the library	Category	Existing Members	Cancelled members	New members	Total	Grand total
<b>UMzimkhulu library</b>	Adults	3409	00	04	3413	
	Young adults	2480	00	02	2482	
	Juveniles	1936	00	06	1942	
<b>Total no. Of lib.members</b>		<b>7825</b>	<b>00</b>	<b>12</b>	<b>7837</b>	
<b>Mountain hall (MLU)</b>	Adults	126	00	00	126	
	Young adults	127	00	00	127	
	Juveniles	55	00	00	55	
<b>Total no. Of lib.members</b>		<b>308</b>	<b>00</b>	<b>00</b>	<b>308</b>	
<b>Mthetheleli Ndlangisa hall (MLU)</b>	Adults	207	00	00	207	
	Young adults	149	00	00	149	
	Juveniles	151	00	00	151	
<b>Total no. of lib.members</b>		<b>507</b>	<b>00</b>	<b>00</b>	<b>507</b>	
<b>IBISI MODULAR LIBRARY</b>	Adults	215	00	00	215	
	Young adults	40	00	00	40	
	Juveniles	45	00	00	45	
<b>Total no. of lib.members</b>		<b>299</b>	<b>00</b>	<b>00</b>	<b>299</b>	

<b>Grand total</b>		<b>8940</b>	<b>00</b>	<b>12</b>	<b>8952</b>	<b>8952</b>
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## **CYBERCAFE**

### **Background**

UMzimkhulu library has 8 computers with internet and for general use by the library patrons and the community at large. Patrons are allowed to use it for 45 minutes per person and they have to sign a register before they use the computer. They are also allowed to re-book the computer. Patrons were assisted in the creation of E-mail accounts. A total number of 478 email accounts excluding those who create accounts without our assistance.

Computer classes were not conducted due to Covid 19

A total number of 925 community members used computers for both internet and typing. Computer usage statistics copy is attached to the next page, and computer usage increased compared to the previous month because most patrons were applying for NSFAS and some were writing exams online.

### **MTHETHELELI NDLANGISA HALL MOBILE LIBRARY UNIT**

<b>MONTHS</b>	<b>COMPUTER USAGE PER MONTH-USERS</b>	<b>GROUP IN A CLASS</b>	<b>TYPING</b>	<b>INTERNET</b>	<b>E-MAIL ACCOUNT CREATED</b>
JANUARY	1889	10	935	954	599
FEBRUARY	1986	16	974	1012	586
MARCH	1749	16	894	855	445
APRIL	0	0	0	0	0
MAY	0	0	0	0	0
JUNE	0	0	0	0	0
JULY	0	0	0	0	0
AUGUST	0	0	0	0	0
SEPTEMBER	0	0	0	0	0
OCTOBER	538	0	115	423	58
NOVEMBER	856	0	233	632	448
DECEMBER	925	0	232	693	478
<b>TOTAL</b>	<b>8799</b>	<b>42</b>	<b>3383</b>	<b>4569</b>	<b>2614</b>

This mobile library is functioning and library materials are circulating very well.

### **MOUNTAIN HALL MOBILE LIBRARY UNIT**

This mobile library is operating well and community members are utilizing the materials.

### **IBISI MODULAR LIBRARY**



Ibisi Modular library has 6 (3 in use because of COVID19 regulation) computers with internet for general use by the library patrons and the community at large. Patrons are allowed to use it for 1 hour per person and they have to sign a register before they use the computer, they are also allowed to re-book the computer if they need more time. We have assisted patrons in the creation of E-mail accounts excluding those who create accounts without our assistance.

We had no computer classes this month due to COVID19 regulations.

We had **76** computer users this month, the computer usage statistics copy is attached to the next page.

#### **NSFAS application**

None

#### **Challenges:**

We are having internet problems; we report every time but the internet never works for 2 days or more without problems.

#### **Recommendations**

The report is for noting

#### **POST CHRISTMAS FUNCTION FOR THE ELDERLY REPORT**

- UMzimkhulu Municipality under Special Programmes Unit hosted a very successful Christmas Function for the Elderly on the 14<sup>th</sup> December 2020 at Ibisi in Zone 4.
- Government departments that were invited like Department of Health and Social Development were not available on the day to offer their services to the Senior Citizens in attendance.
- Cllr Mafa welcomed all present in the event and also gave the message of the day encouraging Senior Citizens to report all forms of abuse to the law enforcement agencies.
- Mr Gift Gwala did the introduction of guests on the day when the programme was starting
- Mr Nkonyane gave the purpose of the day explaining that the Municipality is celebrating Christmas with the needy Senior Citizens and the programme is rotating zonally each year.
- Ms Chonco from Senior Citizens forum spoke praising the Municipality for hosting event annually.
- The event culminated with Christmas gifts such as Dinner sets, Christmas Cake etc. to the much appreciation by the Senior Citizens present on the day.

#### **Financial implications**

The municipality incurred all expenses associated with the event.

#### **Recommendation**

For noting

## INFRASTRUCTURE AND ENGINEERING DEPARTMENT

### REPORT 1 - CAPITAL PROJECTS

#### REPORT ON CAPITAL PROJECTS

##### Purpose and decisions requested

The purpose of the submission is for Standing Committee, Executive Committee, & Council to note the progress and make necessary recommendations / resolutions.

##### PROGRESS REPORT - MIG PROJECTS

The table below reflects our 2020/2021 MIG expenditure performance against the annual MIG allocation.

MIG ANNUAL ALLOCATION (2020/2021 FY)	TOTAL MIG TRANSFERS TO DATE	ACCUMULATIVE EXPENDITURE			
		Submitted & approved at CoGTA	Submitted & pending CoGTA approval	Total expenditure VS overall MIG Allocation	Total expenditure VS total transferred to date
Current MIG Allocation <b>R43,097,000.00</b>	R25 000 000.00	R22,085,512.40	-	R22,085,512.40 <b>51%</b>	<b>88.34%</b>
Approved Rollover <b>R22,5500,000.00</b>	R22,506,180.26	R8,335,826.75	-	R8,335,826.75 <b>(37%)</b>	<b>37%</b>



Total MIG Allocation <b>R65,603,180.26</b>	R47,500,000.00	R30,421,339.15	-	R30,421,339.15 <b>(46%)</b>	<b>64%</b>
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Tabulated below are the 2020/2021 overall monthly expenditure targets set by CoGTA for Municipalities and actuals achieved, this is one of the tools for compliance measure.

**MIG Expenditure Targets vs Municipal Actuals, accumulative monthly, in Million Rands**

	Jul 20	Aug 20	Sep 20	Oct 20	Nov 20	Dec 20	Jan 20	Feb 20	Mar 20	Apr 20	May 20	Jun 20
<b>Actual expenditure (RM)</b>	R2.2	R2.8	R4.6	R4.9	R6.8	R9.0	-	-	-	-	-	-
<b>CoGTA Targets (%)</b>	7%	15%	24%	32%	41%	50%	58%	65%	73%	82%	91%	100%
<b>ULM Actual Achieved (%)</b>	10%	12%	22%	34%	33%	46%	-	-	-	-	-	-
<b>Variance (%)</b>	+3%	-3%	-2%	+2%	-8%	-4%	-	-	-	-	-	-

The CoGTA Provincial expenditure target for the month of November and December 2020 is 41% and 50%, UMzimkhulu Municipality achieved 33% and 46% respectively, which is 8% and 4% below target. A great improvement is expected following the recent appointment of the replacement Contractor for the Surfacing of Ibisi Phase 4. The termination of the previous Contractor was a setback on our projected Cashflows.

The 2019/2020 MIG Rollover applied for was **R24, 092,371.63**, of which **R22,506,180.26** was approved, the reduction is **R1,586,191.37** and is for the Ward 13 Sportsfield 18/19 rollover, however it was reduced against the HGMPSC due to that the project is not spending on the MIG allocation, therefore was seen as a high risk project.

The list of rollover projects that are bound to complete by 30 June 2021 is as follows:

List of R/O Projects	R/O Amount Applied for	R/O Amount Approved	Expenditure as at end Dec 2020	Balance to spend by 30 June 2021
Ward 13 Sportfield	1,586,191.37	1,586,191.37	713,692.86	872,498.51
Malenge Community Hall-Ward 3	3,200,322.64	3,200,322.64	2,911,208.49	289,114.15
Nongingqa Community Hall-Ward 4	3,888,854.43	3,888,854.43	2,782,023.81	1,106,830.62
Ward 22 Community Hall-Khiliva	3,420,000.00	3,420,000.00	1,928,901.59	1,491,098.41
Harry Gwala MPSC - Ward 17	11,997,003.19	10,410,811.82	0.00	10,410,811.82
<b>TOTAL</b>	<b>24,092,371.63</b>	<b>22,506,180.26</b>	<b>8,335,826.75</b>	<b>14,170,353.51</b>

**MIG PROJECTS CURRENTLY ON DEFECTS LIABILITY PERIOD**

Project Name	Ward	Defects Liability Period Expiry Date
Thonjeni Access Road	05	01 December 2020
Qondeni Access Road	20	15 December 2020
Ward 14 Sports field	14	23 March 2021
Ward 17 Sports field (Hopewell)	17	30 March 2021
Ward 3 Community Hall (Malenge)	03	26 April 2021
Access Road to Landfill site	17	30 October 2021



1.3 2018/2019 MIG CARRY OVER PROJECTS						
INDICATORS	2020/21 Q2 Progress Reporting					
	Q2 Target	Nov and Dec 2020 progress	Key challenges / highlights	Contractor Award Amount	Expenditure to Date	Balance
Ward 13 Sport field	100% Construction	98% Construction	The project is practically complete, final inspection is scheduled for 21 January 2021 to verify completeness.	6 885 064.73	6 265 224.14	619 840.59
Percentage completion on development of Harry Gwala Multi-Purpose Sports Centre phase 1 - Fitness Centre as per project plan (30°18'21.74" S 29°55'40.63"E)	100% completion	25% completion	Start date:01/07/2020 Compl. date:30/06/2021 Fencing is at 90%, Earthworks are at 25%, The SPLUMA approval is still outstanding, the Planning department is dealing with the matter.	38 378 709.59.00	6 796 463.93	31 582 245.66

1.4 2019/2020 MIG CARRY OVER PROJECTS						
INDICATORS	2020/21 Q2 Progress Reporting					
	Q2 Target	Nov and Dec 20 progress	Key challenges / highlights	Contractor Award Amount	Expenditure to Date	Balance
% completion on construction of Retaining Wall at New Traffic Offices (Testing Ground) Ward 16	100% Construction	99% Construction	The project is complete including the steep hill. 100% will be declared upon final approval by the Department of Transport.	R1,638 598.78	R 1 406 532.03	R 232 066.75
% completion on construction of 1.6km Surfaced residential roads	100% completion	95% completion	The contractor is on site monitoring the Sub-contractors with sidewalks. The Contractor is left with the formalization of	R8 597 634.31	R 6 036 394.48	R 2 561 239.83

& 0.6km Gravel access road to new Grave site			intersection with R56 across traffic department and tying up at interception between DRC Junior and High school. The project is behind schedule.			
% completion on construction of Nongingqa Community Hall	100% completion	80%, Completion	The project started 15/05/2020, was scheduled to complete 16/10/2020 with fail. The main outstanding items are Retaining wall, Paving and Access Road. The Contractor is likely to suffer penalties.	R4 798 671.24	R 3 331 851.20	R 1 943 296.31
% completion on construction of Ward 21 Community Hall	100% completion	95% project is 2 months behind schedule.	The project started 12/03/2020, and was scheduled to complete 27/10/2020 with fail. The Contractor is likely to suffer penalties. The main items remaining are Access Road and Paving.	R 5,275,147.51	R4,366,322.52	R 908,824.99
% completion on construction of Ward 22 Community Hall	100% completion	87% project is 3 months behind schedule.	The project started on 11/03/2020, and was scheduled to complete 26/10/2020. The Contractor is likely to suffer penalties.	R 5,401,918.14	R 2 769 899.29	R 2 632 018.85
% completion on construction of Ward 07 Sports field	100% completion	78%	The project started on 04/02/2020, and was due to complete 16/10/2020 with fail. There is no evidence on site that the Contractor has resumed duties since the December 2020 shutdown, they will be issued a termination notice.	R6 661 788.10	R 3 109 393.64	R 3 552 394.46
Percentage completion on construction of	100% Completion	99% Completion	The main project is complete and is ready for official handover. The contractor is currently organization	R1 920 115.45	R 1 253 382.93	R 666 732.52

SMME Hub Market Stalls			the supply of high must and installation, he is awaiting delivery from the supplier.			
Appointment of Contractor for Development of new Municipal Offices	Contractor Appointed	Advert Issued for Contractor appointment	It was noticed that the tender document did not have a complete local content and it was re-send back to the responded contractors to fill it up and return it back to the municipality. Some contractors did not respond because they said they did not have the information that was on the BOQ. The management need to take a decision whether to re advertise the project or continue to appoint with responded contractors.	R15 000 000.00	R0	R0

1.5 2020/2021 MIG PROJECTS – NEW PROJECTS						
INDICATORS	2020/21 Q2 Progress Reporting					
	Q2 Target	October 20 progress	Key challenges / highlights	Contractor Award Amount	Expenditure to Date	Balance
% completion on construction of Surfacing of Ibisi Road Phase 4 Ward 11	60% Completion	5%	Contractor was terminated 16 October 2020 due to unacceptable performance. Appointment of replacement Contractor has been issued on the 18 January 2020, is scheduled to establish within 2 weeks of appointment. This project has been a great setback with our MIG expenditure cashflows.	R15,200,239.02	R530,728.11	R14,669,510.91
% completion on construction of Ngunjini Access Road Ward 08	60% Completion	68% Completion	Started 04/08/2020 Compl. date 04/03/2021. The project is progressing well with no serious concerns. Currently busy with headwalls and dishdrains.	R4 991 199.75	R 2,587,438.36	R 2,403,761.39

% completion on Construction of Washbank Access Road	60% Completion	66% Completion	Start date started 03/09/2020 Compl. date 03/04/2021. There are no concerns with the progress so far. Roadbed, Pipe laying & Wearing course are complete. Currently busy with headwalls & dishdrains.	R3 617 886.20	R 2,192,763.04	R1,425,123.16
% completion on Construction of Gcebeni Access Road	60% Completion	60% Completion	Start date 17/09/2020 Compl. date 17/04/2020. The Contractor has completed the roadbed and wearing course, there are no serious issues reported.	R4 676 421.95	R2,180,309.87	R2,496,112.07
% completion on Construction of Matsheni Access Road	60% Completion	52% Completion	The project started 20/09/2020, is due to complete 20/03/2020. Clearing and roadbed are complete, currently busy with pipes laying and tipping for wearing course.	R3,963,817.41	R1,369,650.00	R2,594,167.41

## EIA APPROVALS

### 2021/2022 MIG projects currently undergoing EIA process.

- Construction of Bovini Access Road – Ward 03
- Construction of Thusi - Vimbela Access Road – Ward 12.
- Construction of Zamazela – Masamini Access Road – Ward 04
- Construction of KwaFish Access Road – Ward 02
- Construction of Nigel Access Road – Ward 19
- Construction of Gugwini Access Road – Ward 14

### 2021/2022 MIG Projects exempted from the EIA:

- Construction of Thornbush Access Road
- Construction of Lukhasini Access Road
- Construction of Ncambele Access Road
- Construction of Lukhalweni Access Road
- Construction of Ward 09 Community Hall

## PROJECT REGISTRATIONS TO SUCURE FUNDING

Off the total list of planned projects above, the 6 below are still to be registered, they are currently undergoing the registration process, the rest were concluded in June 2020.

NO.	WARD	PROJECT NAME	REGISTRATION STATUS
1.	02	Construction of Fish Access Road	➤ All 6 projects are awaiting approval and registration of Business Plans by CoGTA, they have indicated that the next MBPAC sitting is scheduled for 29 January 2021.
2.	03	Construction of Bovini Access Road	
3.	04	Construction of Zimazela – Masamini Access Road	
4.	12	Construction of Machunwini – Thusi Access Road	
5.	15	Construction of Thornbush Access Road	
6.	09	Construction of Ward 09 Community Hall	

## PROCUREMENT ISSUES

The following projects are planned to go out to tender not later than 05 February 2021 due to that their MIG registration has been confirmed by CoGTA. The EIA Process will be run concurrently.

1. Lukhasini Access Road
2. Lukhalweni Access Road
3. Ncambele Access Road
4. Gugwini Access Road
5. Nigel Access Road

The other 6 projects are scheduled for advert in July 2021 to potentially start construction in January 2022. This is done to overlap construction on to 2022/2023 MIG funds, according to the current Implementation Plans we are over committed. We surely will adjust accordingly as necessary in due course.

No	Project Name	Briefing date	Tender Closing date	Time elapsed between closing & intention to award advert	Date of Appointment	General Comments
1.	Development of new Municipal Offices	08/07/2020	31/07/2020	-	-	SCM still await the decision from the management about the appointment of contractor or re-advertise the project since the document was not complete on the local content.

## COMPLETION OF UMZIMKHULU MEMORIAL HALL

### Project Background

Umzimkhulu Local Municipality commissioned the services of Loyiso Consulting to develop a business plan for the upgrades, renovations and restorations of Umzimkhulu Memorial Hall including additional structures (See Loyiso Consultants business plan). Upon approval of the business plan the Municipality advertised for the implementation of the project based on the business plan. The tender was awarded to a consortium formed by Loyiso Consultants for the implementation of the approved business plan. During implementation there were various problems encountered by the municipality emanating from non-performance or poor performance by the consortium which led to the termination of the consortium.

Following the termination of the consortium, the municipality developed terms of reference for the completion of the partially built structure and rehabilitations of the existing hall. Responses from the tender process led to the award of the tender to Buyeye Consulting, a Quantity Surveying practice previously involved in the project as a Quantity Surveyor. The details of the appointment, implementation plan and contractual requirements of the new appointment are further detailed in the report below.

## Project Scope

Based on the challenges experienced above the project scope had to be revised as per the below to comply with permit application conditions

- Restoration of the existing heritage listed hall (Hall 130m2, Office & Store 16m2)
- Completion Of a Partially Built (Auditorium 218m2, Offices 595m2, Ablutions 125m2, Circulation Space 178m2, Breakaway Sapce 208m2, Foyer/Reception 137m2, Plant room & Stores 27m2, Roof garden & terrace 157m2 and Balconies 13m2)
- Site works comprising of parking, walkways, pavements, stormwater, fencing and landscaping

Contract Value	R37 029 828.25
Contract period	20 Months
Revised Contract Value Incl. Vat	R37 029 828.25
Contract start date	28 January 2020
Contract end date	28 September 2021
Revised Completion Date	To be advised

## AS PER TENDER

Contract Period in weeks	83 Weeks	
Delays Claimed	0	
Certified Amount to Date Excl. Vat	R 691 416.42	
Amount Outstanding Excl. Vat	R 27 097 697.43	
Progress on Site	40%	

## RESOURCES ON SITE

Projects Staff					
Contracts Manager	Brendon Steady				083 799 5652
General Foreman	Bhekumuzi Linda				
Safety Officer	Lisa				
Community Liaison Officer					
LABOUR FORCE					
	Total Labour	Male	Female	Youth	Disabled
Contracts Manager	1	1		1	
Safety Officer and First Aider	2		2	2	
Site Foreman	1	1			
Site Agent	1	1	0	1	
General Labours	13	12	1	8	
Security Guards	4	4			00
<b>Totals</b>	<b>22</b>	<b>19</b>	<b>3</b>	<b>12</b>	<b>00</b>

## PLANT & EQUIPMENT ON SITE

ITEM	QTY
Scaffolding	20m
Concrete Beaker	1
Picks	3



Spades	3
6 Meter Container	1
Generator	1
Drill	2
Plate compactor	2
Wheel barrows	10
Grinders	2

#### **MATERIAL ON SITE**

ITEM	Rate	Total
Sand	R 2 500.00	R 2 500.00
G5 Material	R 8 803.20	R 8 803.20
Crusher dust Material	R 4 401.60	R 4 401.60
Cement Damaged	R 3 550.00	R 3 550.00
Bricks	R 19 175.00	R 19 175.00
Ref 193 Mesh	R 19 356.75	R 19 356.75
Refurbished timber windows	R 95 350.50	R 95 350.50
Plumbing Materials	R 267 634.34	R 267 634.34
Reinforcing Steel	R 131 057.19	R 131 057.19
Aluminium windows	R 95 913.09	R 95 913.09

	Task Name	Start	Expected Finish	% Progress
	Site Establishment			100%
	Covid 19 Compliance Fixed			70%
	Covid 19 Compliance Time Delated			10%
	Site Clearing			100%
	Setting out			100%
	Excavations			100%
	Piling			100%
	Backfilling			95%
	Steel fixing for ground beams and Pile caps			100%
	Stabilizing and compaction			80%
	Testing			50%

	Overall Progress	
.	Overall Progress	40%

#### **INTEGRATED PUBLIC TRANSPORT FACILITY**

##### **Project Background**

This is the project aimed at improving the Transport System and Public Transport Facilities of Umzimkhulu as a whole. The project was initiated during financial year 2011/2012 by the KZN Department of Transport, however it has been delayed by EIA approval. The project is made up of two facilities in two sites which is a modern Taxi Rank and a Bus rank both have well accommodated facilities of offices; local & long Distance rout bays; market stalls; ablutions etc. Stakeholder engagements continue as part of planning for the project. The project is directly implemented by the Department of Transport; the municipality is playing a facilitation role.

## PROGRESS ON SITE

### BUS RANK:

- 2 CPG Contractors continues with the super structure which will be followed by the processing of G2 material by the main contractor

The application of connection from Eskom is in the process and the quotation is being awaited in order for the municipality to pay for the connection under the municipal name.

### TAXI RANK:

- 3 CPG Contractors are busy with superstructure brickwork on Traders Buildings and they are almost at 90% completion.
- Main Contractor is busy casting concrete on loading areas and kerbing with paving is approximately 90% complete.
- Fence is 95% complete with the gates that are left for installation.
- The overall progress is currently at approximately 80% complete. The project is being implemented by DoT and the municipality is facilitating.
- A site visit is being arranged with the end user departments in order to familiarize them with the setting out of the stalls and get any advice or suggestions that may be out raised during the visit.

**It is recommended that Council notes the report.**

## REPORT ON CAPITAL PROJECTS: SUB-CONTRACTING

NO	PROJECT NAME	SUB-CONTRACTOR NAME	APPOINTMENT VALUE	PROGRESS TODATE	CHALLENGES	WAYFORWARD
1	Surfacing of Umzimkhulu Township Roads Phase 4	1. Vuyani Masenti Trading & Projects 2. 4ZZKAZv Trading & Projects	R 299 904.84 R 384 428.00	Appointed subcontractors continues with the construction of side paved side walks	N/A	Monitoring performance towards achieving the municipal goals
2	Construction of Ward 3 Community Hall	Reggie & Partners Construction & Trading	R 257 220.00	Contractor is progressing on site as per the BOQ	N/A	Monitoring performance towards achieving the municipal goals
3	Construction of Ward 4 Community Hall	Kuhlesande Construction	R 305 875.00	Contractor is progressing on site as per the BOQ	N/A	Monitoring performance towards achieving the municipal goals
4	Construction of Ward 22 Community Hall	Lexit Construction (Intention to appoint)	R 450 000.00	Contractor is progressing on site as per the BOQ	Subcontractors had a concern about the tiling works that were going to be done by them but the main contractor continued with it. After a special	Monitoring performance towards achieving the municipal goals

					meeting with the municipality the main contractor explained that there is more work of the same capacity that is allocated to the subbies. The contractors are currently on site	
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We are currently facilitating the procurement of subcontractors in the newly appointed projects.

### Recommendations

Note the report

### REPORT ON MAINTENANCE OF TARRED ROADS (ROUTINE MAINTENANCE)

#### Purpose and decisions requested

The purpose of the submission is for Standing Committee, Executive Committee, & Council to note the progress and make necessary recommendations / resolutions.

SECTION	DESCRIPTION	PREVIOUS QUANTITY	QUANTITY TO DATE	VERIFICATION OF WORK DONE
1200	GENERAL REQUIREMENTS AND PROVISIONS	g	10 004,70	Contractual obligations
1300	CONTRACTOR'S ESTABLISHMENT ON SITE AND	16,20	0,75	Use of Machinery and equipment on site
	GENERAL OBLIGATIONS			
1500	ACCOMMODATION OF TRAFFIC	155,20	30,00	Accommodation of traffic during works along the road with use of flagman and Stop and go sign and delineators
1600	OVERHAUL	2212,00	5,00	Overhaul material from excavated potholes at White City, Majardini and CBD
1700	CLEARING AND GRUBBING	4009,94	54,00	Clearing of side drains and cleaning of manholes at these roads:- Phumzimle Matshoba; Mzimkhulu Mlonyana, Pass Four Phungula
1800	DAYWORKS		50,00	
2100	DRAINS			
2200	PREFABRICATED CULVERTS	694	662,00	
2300	CONCRETE KERBING, CONCRETE CHANNELLING, CHUTES			
	AND DOWNPIPES, AND EXISTING PAVEMENT LAYERS			

3100	BORROW MATERIALS			
3300	MASS EARTHWORKS			
3400	PAVEMENT LAYERS OF GRAVEL MATERIAL			
3500	STABILIZATION			
3600	CRUSHED-STONE BASE		0,00	
3800	BREAKING UP EXISTING PAVEMENT LAYERS		0,00	
4100	PRIME COAT	785,00	60,00	Preparing excavated potholes with emulsion liquid
4200	ASPHALT BASE AND SURFACING	1 026,00	100,00	Pothole repairs at Richard Mhlaba, R2130, Thabo Mbeki
5600	ROAD SIGNS			
5700	ROAD MARKINGS	2,00	1,00	Road Markings at Raymond Mhlaba Road
5800	LANDSCAPING AND PLANTING PLANTS			
5900	FINISHING THE ROAD AND ROAD RESERVE			
7300	CONCRETE BLOCK PAVING FOR SIDE WALKS			
8100	TESTING MATERIAL AND WORKMANSHIP			

## CHALLENGES

- Breaking up of manhole cover by the community result to continuous repairs of the structures and high costs.
- Fully blocked stormwater pipes make it difficult to clean at far ends.
- Dilapidated storm water at White City and Majardini requires upgrades
- Sewer waste material draining to storm water pipes

## Recommendations

Note the report

## ELECTRICITY UNIT

### REPORT ON ELECTRICITY PROJECTS

#### Purpose and decisions requested

The purpose of the submission is for noting the activities on electricity unit programs for the Municipality.

#### 2019/20 PROJECTS – WARD 4, 9, 13, 14 & 18

**VEEZ MICRO ENTERPRISE (PTY) LTD** was appointed on the 1st of June 2020 for construction and the duration of the contract started on the 24<sup>th</sup> of June 2020 and end on the 24<sup>th</sup> of April 2021.

PROJECT NAME	RURAL ELECTRIFICATION FOR WARD 4,9,13,14 & 18 ( 835 connections )
BID NO.	ULM-INFR020/20
RECOMMENDED BIDDER	VEEZ MICRO ENTERPRISE ( PTY ) LTD

<b>AWARD AMOUNT</b>	<b>R20 953 660 - 6.5% of professional fees</b>
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The contractor is busy with the site works in the following Wards:

- **Ward 9: -**
  - The project has 17 transformer zones to cater for the intended connection-excavation and planting has been completed on 16 transformer zones. The contractor is currently busy with conductor stringing. ENS process has been initiated with Eskom.
  - The overall progress is **65%**.
- **Ward 13: –**
  - The project has 11 transformer zones to cater for the intended connection-conductor stringing has been completed on 7 zones. The contractor is currently busy with conductor stringing on the remaining 4 zones. ENS process has been initiated with Eskom.
  - **overall progress is 80%.**
- **Ward 14: –**
  - The project has 16 transformer zones to cater for the intended connections- excavation and planting has been completed on 15 zones. The contractor is currently busy with conductor stringing. ENS process has been initiated with Eskom.
  - **Overall progress is 65%.**
- **Ward 18: -**
  - The project has 24 transformer zones to cater for the intended connection – excavation and planting has been completed on 19 zones. The contractor is currently busy with conductor stringing. ENS process has been initiated with Eskom.
  - **overall progress is 56%.**
- **Ward 4: -**
  - No construction has started only material has been procured.

The overall project progress is on **53%**.

#### **INSTALLATION OF HIGH MASTS AND STREETLIGHTS IN THE CBD, RIVERSIDE, RIETVLEI, CLYDESDALE AND BORDER**

IMBAWULA TECHNICAL SERVICES has been appointed on the 8<sup>th</sup> of September 2020 for a duration of 5 months, the project is started on the 1<sup>st</sup> of October 2020.

<b>PROJECT NAME</b>	<b>SUPPLY AND INSTALLATION OF 33 STREETLIGHTS AND 5 NEW HIGH MAST</b>
<b>BID NO.</b>	<b>ULM-INFR026/20</b>
<b>RECOMMENDED BIDDER</b>	<b>IMBAWULA TECHNICAL SERVICES</b>
<b>AWARD AMOUNT</b>	<b>R3 640 018.22 - 6.5% of professional fees</b>

- Installation of streetlight poles is completed and cable trenches are currently underway on site.
- High Mast poles are also being installed together with the brackets and lights.
- We are waiting Eskom to submit quotation for installation of meters for all high masts and streetlights, they only submitted for ward 11 and 12 and we have submitted the invoice to finance.
- We are going to experience delays from Eskom for energizing the high masts and streetlights.

**Progress percentage to date:**

- Ward 2 work = 88%
- Ward 11 work = 88%
- Ward 12 work = 88%
- Ward 17 work = 88%
- Ward 16 work = 88%
- Streetlights work = 70%

**Overall percentage 85%.**

**PREPARATION OF ELECTRICITY SECTOR PLAN**

- Izingondla Consultants was appointed from the pool on the 20 August 2020 for preparation of electricity sector plan and project duration is 6 months.
- The service provider is current busy with final stage and has submitted the draft report for recommendation if any.

We are in the process to invite the service provider to present the draft report to us.

**MAINTENANCE OF STREETLIGHTS, HIGH MASTS AND MUNICIPAL BUILDINGS****● MUNICIPAL BUILDINGS**

- Fixed lights connection in Makhosini building (was reported on 12 November 2020 and was fixed on the same day) by municipal electrician.
- Fixed burnt cable in Makhosini building (was reported on 03 December 2020 and was fixed on the same day) by municipal electrician.
- Fixed faulty plugs and lights in old traffic building (was reported on 23 December 2020 and was fixed on 24 December 2020) by municipal electrician

**● STREETLIGHTS**

- No new faults or complaint recorded. We have old faulty streetlights, we were planning to have pool of contractors but the Spec committee rejected the proposal of pool of contractors and suggested that we need to get new resolution that will indicate that the pool it is for maintenance project only not for capital projects.

**● HIGH MASTS**

- No faults or complaint recorded
- We were planning to have pool of contractors but the Spec committee rejected the proposal of pool of contractors and suggested that we need to get new resolution that will indicate that the pool it is for maintenance project only not for capital projects
- Submitted the Terms of Reference for provision of streetlights and high masts for 2021/2022 financial year to SCM and Consultant will be appointed from the municipal Professional Service Provider pool.

**1. 2020/21 PROJECTS (100 CONNECTIONS TYPES 1) – ESKOM IN-FILLS**

- Eskom reported that 100 connections were done between Ward 4 (Masamini 20 connections) and Ward 18 (80 connections).
- 50 connections were done at Esiphangeni (Ward 6).

**2. MUNICIPALITY BACKUP GENERATOR MONITORING**

- Ongoing checkups.
- Since the pool of contractors was not approved, we are busy preparing tender document to appoint a service provider to assist on maintenance and repairs of our Back-up generators for a period of 12 Months because the generators are required 3x quarterly/minor service and 1x annual/major service.

## CLEANSING & ENVIRONMENT

### Cleansing and Environmental Management

#### Purpose and decisions requested

The purpose of the submission is for Standing Committee, Executive Committee, & Council to note Cleansing and environmental report.

IDP Ref NO.	Output (Activity)	Indicator	Quarter 2 Target	November and December 2020	Reasons/ Comments & Corrective Action
WM 01	Monitor Dump Site Usage	Number of reports prepared on dump site usage prepared	2 Monthly reports	<ul style="list-style-type: none"> <li>- The daily maintenance at the site was conducted, during municipal shut down Excavator and TLB operators were working on the site.</li> <li>- The access at the site more especially to the work face is still a challenge on rainy days and that caused the users to dump along the main access road within the site that cause backlog in maintenance.</li> <li>- The cover material is still a challenge since there is no stockpile on site, however its hauled along Mvubukazi river</li> <li>- The access to the site is still controlled by the security guard at the entrance.</li> <li>- No fire incidence reported at the site.</li> </ul>	
WM 02		Number of dumpsite audit reports submitted by specialist	n/a	n/a	
WM 03	Procurement of waste skips 20	Appointment of service provider for the procurement of 20 waste skips	20 Waste skips procured	Advert was issued on the 05 <sup>th</sup> of June 2020, and closing on the 03 <sup>rd</sup> of July 2020. Re-advert was issued on the 16/11/2020 and the closing was on the 04/12/2020.	

IDP Ref NO.	Output (Activity)	Indicator	Quarter 2 Target	November and December 2020	Reasons/ Comments & Corrective Action
WM 04	Procurement of 8 tone lowbed	Number of 8 tone lowbed procured	Appointment of a service provider	The 8 tone will be considered in the adjustment for next financial year.	
WM 05	Procurement of Landfill site Compactor Bull dozer	Appointment of the service provider for the procurement of Landfill site compactor Bull dozer	1 Landfill site	The advert was issued on the 15 <sup>th</sup> of October 2020 and the closing was on the 06 <sup>th</sup> of November 2020. Still waiting for the delivery	
WM 06	Procurement of 1 ride on mower and 1 Push on mower	Number of ride on mower and push on mower procured	n/a	n/a	n/a
WM 07	Procurement of co-operatives implements 1Disc(Heavy duty) and 1 plough	Number of implements procured	1Disc(Heavy duty) and 1 plough	Advert was issued on the 05 <sup>th</sup> of June 2020, and closing on the 03 <sup>rd</sup> of July 2020. Intention to award was issued on the 27/10/2020. The service provider has signed the service level agreement. Waiting for the delivery.	
WM 08	Appointment of a consultant for Rehabilitation of the Mankofu disposal site	Number of service provider appointed	N/A	N/A	
WM 09	Procurement of cleaning equipment (Refuse bags)	Number of refuse bags procured	Appointment of the service provider	On the 22 December 2020 the service provider delivered 20 000 bags (100 packs of 200 bags).	
WM 10	Procurement of brush cutters	Number of brush cutter procured	03 brush cutters procured	No brush cutters were procured this month.	
WM 11	provision of SABS approved protective clothing to I&E workers and EPWP participants	Number of I&E workers receiving protective clothing	37	All protective clothing for general workers are now delivered. There is no outstanding delivery.	



IDP Ref NO.	Output (Activity)	Indicator	Quarter 2 Target	November and December 2020	Reasons/ Comments & Corrective Action
WM 12	Appointment of the service provider for procurement of the Protective clothing	Number of the service provider appointed for the procurement of PPC.	Appointment of the service provider	New process will take place for procurement of PPC more especially for EPWP participants for the next 24 months.	
MW 13	Conduct feasibility study for Buyback center and separation at source recycling project	Number of report prepared	Appointment of the consultation	Specification will be presented to the Specification committee.	
IDP/SDBIP 40	Collection of waste from designated areas	Number of households with access to waste collection services as per precinct plan / household Eskom count	1446	<p>Waste collection was conducted to all areas as per waste collection schedule. Including the areas in nodal points and some rural areas.</p> <p>During the municipal shut down waste collection team was working and waste was collected as usual as per the waste collection schedule except on the 25 December 2020.</p> <p>Due to the outbreak of Covid 19, more health and safety precautions are taken to ensure that employees are protected from the Covid 19. Drivers were issued with the knapsacks and sanitizers that they will use when collecting waste more especial in high risk areas such as hospitals.</p>	
WM 14	Number of indigent households with access to free basic services	Number of indigent households with access to free refuse removal & Rates services	N/A	N/A	N/A
WM 15	Street Cleaning to 12 streets	Number of reports prepared	2 monthly report	The street cleaning services are conducted daily and	

IDP Ref NO.	Output (Activity)	Indicator	Quarter 2 Target	November and December 2020	Reasons/ Comments & Corrective Action
		on streets cleaned		<p>continuous by General workers during the week.</p> <p>During the municipal shut down the street cleaning was conducted by the street cleaning service provider.</p> <p>Due to financial constraints the litter picking in townships on Saturdays has been stopped during the beginning of December and the illegal dumpings are accumulating again.</p>	
WM 16	Cleaning of public toilets	Number of reports on public ablution facilities	2 monthly report	<p>Ablution facilities are cleaned daily and continuously by General workers (Van rank, Taxi rank, CBD park and David Ndawonde Park).</p> <p>All ablution facilities were open during the municipal shutdown to avoid nuisance that is caused by the public if the facilities are closed.</p>	
WM 17	Monitor and report on Illegal dumping	Number of reports on illegal dumping identified	2 monthly reports	No illegal dumping were removed, because the TLB was focusing on the maintenance of dumpsite since there was a backlog.	
WM 18	Monitor the implementation of street cleaning service by the Service Provider	Number of reports prepared on street cleaning services conducted on weekends, public holidays and municipal shutdown	1 Quarterly report signed by HoD	<p>The street cleaning services was conducted by the service provider on Saturday and Sundays.</p> <p>During weekends and during municipal shutdown the monitoring was done through random inspections and attendance register.</p> <p>There were no complaints and the cleanliness of the town was satisfactory.</p>	
WM 19	Implementation of greening plan	Number of trees planted as per the Greening plan	N/A	N/A	

IDP Ref NO.	Output (Activity)	Indicator	Quarter 2 Target	November and December 2020	Reasons/ Comments & Corrective Action
WM 20	Number of reports on grass cutting as per Greening plan	Number of reports on grass cutting as per Greening plan	1 quarterly report signed by HoD	<p>The Grass cutting was conducted as follows this month:</p> <ul style="list-style-type: none"> <li>- 04/11/2020 - Majalidini</li> <li>- 05/11/2020 - Main building &amp; Makhosini</li> <li>- 06/11/2020 - Ext 8 Open space, behind Library.</li> <li>- 11/11/2020 - Fire offices</li> <li>- 12/11/2020- Shed</li> <li>- 13/11/2020- Kokshill</li> <li>- 16/11/2020 – Along R56</li> <li>- 17/11/2020 – CBD park, David Ndawonde Park, Library and behind.</li> <li>- 18/11/2020 – Gate-way tourism center and SMME</li> <li>- 19/11/2020 – Old Traffic offices</li> <li>- 20/11/2020 – Ext 8 open space ,SMME and along R56</li> <li>- 23/11/2020- Makhosini and outside</li> <li>- 24/11/2020 - Along R56, next to SaSSA offices</li> <li>- 25/11/2020– 03/12/2020 - R56 and Majalidini</li> <li>- 04/12/2020 – Main building, along main street, outside memorial hall and majalidini</li> <li>- 07/12/2020 – Gateway</li> <li>- 08/12/2020- Shed</li> <li>- 09/12/2020- Taxi rank</li> <li>- 11/12/2020- Van rank to next charge office</li> <li>- 14/12/2020 – Majalidini</li> </ul>	

IDP Ref NO.	Output (Activity)	Indicator	Quarter 2 Target	November and December 2020	Reasons/ Comments & Corrective Action
				<ul style="list-style-type: none"> <li>- 15/12/2020 – Along R56 to Cash build</li> <li>- 16/12/2020 – Along R56 to Moss church</li> <li>- 17/12/2020 – Majalidini</li> <li>- 18/12/2020 – Maplangweni</li> <li>- 21/12/2020 – Makhosini and outside</li> </ul> <p>Grass cutting in Soprt fields and Halls was conducted as follows:</p> <ul style="list-style-type: none"> <li>- 24/11/2020 – Marhewini sport field</li> <li>- 04/12/2020 - Turf ground</li> <li>- 08/12/2020 – Ibisi Library</li> <li>- 09/12/2020 – Angas farm Hall</li> <li>- 10/12/2020 – Ibisi and Rietvlei hall</li> <li>- 11/12/2020 – Rietvlei Hall</li> <li>- 17/12/2020 – Angas farm sport field.</li> <li>- 18/12/2020 – White city ground</li> <li>- 21/12/2020 – Moyeni Ground</li> </ul>	
WM 21	Implementation of greening plan	Greening project for the open space opposite new traffic offices	Maplangweni Landscaping	There is no progress for the greening project at Maplangweni since there was a discussion regarding the designs that were sent by the service provider and the limited budget to conduct the project. Progress report will be issued in January 2021.	
WM 22	Monitor the effectiveness of the Recycling programm	Number of reports prepared recycled waste.	2 monthly report	Recycling by private recyclers is ongoing.	
IDP/SDBIP 91	Implementation of Uphuhliso Lwemvelo	Number of beneficiaries maintained on Uphuhliso	190	The participants for this month is 196. The contract came to an end in December 2020.	

IDP Ref NO.	Output (Activity)	Indicator	Quarter 2 Target	November and December 2020	Reasons/ Comments & Corrective Action
	Ngococeko program.	Lwemvelo Ngococeko Program.		The process to appoint new participants is in progress.	
WM 23	Monitor implementation of the community work program	Number of Local reference committee meeting sit to monitor functionality of the program.	1	<ul style="list-style-type: none"> <li>- Participation rate for the month of November and December was 1115.</li> <li>- CWP Leadership for Marketing with 36 learners is in progress</li> <li>- The participants have not yet started to work, according to circular 6 there is a training that need to take place before the participants return to work. A follow up with the training will be conducted, However since Umzimkhulu is regarded as the Hot spot for Covid 19 that might affect the trainings as well.</li> </ul>	
WM 24	Training of Waste Management Staff as per Waste management training plan	Number of workers trained as per waste management plan.	6	Processes to secure trainings are in progress.	
WM 25	Conduct Waste Management Awareness Campaigns	Number of Waste Management Awareness Campaigns conducted	1 Waste Management Awareness Campaigns conducted	There are two clean-ups campaigns that were conducted as follows: Sisulu Township 19/11/2020 New City Location 11/12/2020	
WM 26	Reviewal of Annual Greening Plan	Reviewed Annual Greening Plan adopted by Council	N/A	N/A	
WM 27	Reviewal of the Integrated Waste Management plan	Reviewed Integrated Waste Management plan adopted by Council	N/A	N/A	

IDP Ref NO.	Output (Activity)	Indicator	Quarter 2 Target	November and December 2020	Reasons/ Comments & Corrective Action
WM 28	Reviewal of Infrastructure policies (Waste Management Policy)	Reviewed Waste Management Policy adopted by Council	N/A	N/A	
WM 29	Effective reporting and accountability	Number of reports prepared to on Waste Management	2 monthly reports signed by HoD	A monthly reports has been prepared	
WM 30		Number of reports prepared on cleaning materials procured	Quarterly report	There are memos prepared for the procurement of cleaning materials.	
<b>INTER- GOVENMENTAL INTERACTIONS</b>					
Program	Number of participants				Progress report
CWP	1115	Program		The program is in progress the contract is ending in June 2020	DCoG
Uphuhliso Lwemvelo Ngococeko	196	Program		The contract ended in December 2020.	Internal fund and Incentive grant.
Youth Community outreach program	1	Program		Program in progress	DEA
Leanship in Marketing and Co-operatives	36	Leanship		In progress	CWP

## Recommendations

The report is for noting

## REPORT ON PROGRESS FOR OPERATIONS & MAINTAINANCE PROJECTS

### A. ROAD MAINTENANCE (STORM WATER & BRIDGE REPAIRS)

#### Purpose and decision requested

The purpose of the submission is to report about the progress on Roads maintenance and Storm water management for Standing Committee to note and recommend or support the proposed recommendations. The report covers the activities implemented as from November 2020 to date

#### PROGRESS REPORT

## Internal Teams

- The Tipping Team was separated in two Teams to undertake the Tipping at Kwa Senti Access Road in Ward 8 while the other team was busy finalizing with tipping at Clydesdale Access Road.
- The processing team has completed with processing at Nxaphanxapheni Access Road and proceeded to Clydesdale Access Road for processing of gravel.

## Back-up Team (Interventions)

- The Service provider for Back-up plant was appointed during the end of October 2020 and it has to continue with list that was left from 2018-2019 Back-up plan that was prioritized by the council.

## The schedule for Back-up Plant was scheduled as follows:

- Since the Appointment of the Back-up plant the schedule was revised as follows: we have started with tipping at Moyeni Access Road; Since we managed to complete the Roadbed formation using our internal team while were waiting for the appointment of Back-up and will proceed to St Barnabas for full Roadbed Formation and go back to Nyanisweni with the tipping team to finalize the outstanding works from the previous Back-up plant, then we will allow the additional list of the roads from the council.

IDP Ref NO.	Indicator (Unit of Measure)	2020/2021 Q2 progress reporting		Comments & Corrective Action
		Quarter 2 Target	November-December 2020 Actual	
IDP/SDBIP 03	<b>Rollover Roads (blading) from 2019-2020 Plan</b> 1. Gcwetsa Access Road  35.5 kms of gravel roads bladed as per approved maintenance plan (Nkampini AR 1.2km W10, Nkofeni AR 5.1km W22, Laleni AR 5.5km W6, Spring AR 4.4km W3, Ntokozweni AR 7.4km W2, Mpola AR 4.4km W10, Antiock AR 5.2 W5, lugawini AR 2.3km W15)	7.75kms of roads Bladed	<b><u>November-December 2020 Progress</u></b> No blading occurred as per the approved Maintenance plan during the month of November and December except the Interventions that were done.	The Grader was taken for a Service at Pietermaritzburg where it took about month and the half to complete the repairs; this delayed the programme.
IDP/SDBIP 04	<b>Rollover Roads from 2019-2020 Plan</b>  2. Nongiqga Access Road 3. Nxaphanxapheni Access Road  30.7 kms of gravel roads fully maintained/processed as per approved	5 kms roads Fully maintained/ Processed (Re-gravelled)	<b><u>November-December 2020 Progress</u></b> No Re-gravelling done as per approved Maintenance Plan for 2020-2021 plan during this period; except the Interventions and rollover projects which are Clydesdale Access Road 5.1km,	

IDP Ref NO.	Indicator (Unit of Measure)	2020/2021 Q2 progress reporting		Comments & Corrective Action
		Quarter 2 Target	November-December 2020 Actual	
	maintenance plan(Njunga AR 4.8km W10, Gijima TO Magaqa AR 3.6km W 17, Breame AR 3.7km W20,khayeka(Delamuzi) AR 11.9km W 1, Skoonplas(Kwa A Sisulu) AR 6.7km W 16		Nxaphanxapheni Access Road 3.4km and Esihlohlweni Access road 1.1km	
IDP/SDBIP 14	Number of metres on unblocking of Storm water pipes for gravel roads	N/A	N/A	
RD 01	Appointment of contractor towards maintenance of rural gravel roads (Stormwater)	Contractors appointed towards maintenance of rural gravel roads(Stormwater )	Advert was out on the 16 <sup>th</sup> of September 2020 and Tender closed on the 09 <sup>th</sup> of October 2020 we are still awaiting the appointment of the Contractors.	
RD 02	number of headwalls maintained	N/A	N/A	
RD 03	Appointment of contractor towards maintenance of rural gravel roads (Head Wall)	Contractors appointed towards maintenance of rural gravel roads (Head Walls)	Advert was out on the 16 <sup>th</sup> of September 2020 and Tender closes on the 09 <sup>th</sup> of October 2020 we are still awaiting the appointment of the Contractors	
IDP/SDBIP 26	Percentage Completion on upgrading of (Nqqumarheni Low level bridge)	N/A	N/A	Advert was out on the 9 <sup>th</sup> July 2020 for both projects and projects are still on evaluation process.
IDP/SDBIP 27	Percentage Completion on upgrading of (Ngunjini to driefontien low level bridge)	N/A	N/A	Advert was out on the 9 <sup>th</sup> July 2020 for both projects and projects are still on evaluation process.
RD 04	Reviewed Road Maintenance Plan adopted by council	NA	N/A	
RD 05	Reviewed Road Maintenance Policy adopted by council	N/A	N/A	



IDP Ref NO.	Indicator (Unit of Measure)	2020/2021 Q2 progress reporting		Comments & Corrective Action
		Quarter 2 Target	November-December 2020 Actual	
RD 07	Number of reports Prepared on Roads maintenance.	2 reports prepared on Roads maintenance	<u>November-December 2020 Progress</u> : (1 monthly reports submitted)	
	1 Water Tanker procured	Service Provider appointed towards procurement of Water Tanker	Service provider was appointed through Tranvesal tender and they have delivered the Water Tanker during the month of November 2020	
RD 08	10kms of emergency gravel roads maintained as per asset register	2.5km	Ibisi Access Road 0.6 kms and Re-Gravelling Clydesdale Access Road 5.1km	
RD09	Number of service provider appointed (Back-up plant (Excavator, Grader, Water tank, Dozzer, roller smooth and grid, TLB, Tipper truck and load)	1 service provider appointed	Service provider was appointed during the end of October 2020 and it started with work at Moyeni Access road with Tipping of Gravel	

## REPAIRS ON BRIDGES

Appointments for Ugrading of Nqumarheni Low level Bridge and Ngunjini to Driefontein low level bridge was delayed the appeal period where the expiration date was within the Shutdown of the Municipality then the appointments were finalized on the 18 of January 2021.

## EMERGENCY REQUEST ACTIVITIES (INTERVENTIONS)

PROJECT NAME	EXTENT	COMMENTS/STATUS
Ibisi Access Road	0.6km	Blading and shaping

## DOT REPORT

No DOT report that was gathered during the Month of November 2020 since the report was gathered through meeting sittings with DOT, we still awaiting the schedule of Meetings with DOT.

## Challenges

The Volvo Grader was taken for a Major Service on the 3<sup>rd</sup> of September 2020 and was diagnosed with other problems which took more than two months complete; several follow up were done with our fleet management office to push the agent to fast track the repairs but with no win.

- It was returned on the 06<sup>th</sup> of November 2020 and thus it only managed to do the roadbed formation on the rollover project which is Kwa Senti Access Road.
- Heavy rains have caused more delays during the month of November 2020 and December 2020.
- All the machines had to be taken away for installation of tracker System; which also took another two weeks and has delayed the progress in road maintenance programme.
- The low bed Truck was involved in a major accident while it was sent to pick-up the Bell Grader in Pietermaritzburg on the 10<sup>th</sup> February 2020. This is still a problem even though we have organized some measures to cover up the time elapsed, by using the other internal measures. And we are still awaiting the response from the Fleet management as to when they are going to purchase the New Low bed Trekker. Since the Procurement of all the Municipal Vehicles including the yellow plant is conducted by Corporate Services Department.

## PROCUREMENT

Advert for Pipe unblocking for all zone and Repairs and maintenance of Headwalls was out on the 16<sup>th</sup> of September 2020 and Tender Closed on the 09<sup>th</sup> of October 2020; still awaiting the evaluation process to take place.

## CORRESPONDENCES

No Written Correspondence received

## Recommendations

To note the report and Recommend where necessary

## REPORT 5 – PUBLIC FACILITIES

### B. MAINTENANCE OF PUBLIC FACILITIES (MUNICIPAL BUILDING, COMMUNITY HALLS & SPORTFIELD)

#### Purpose and decision requested

The purpose of the submission is to outline the progress and expenditure of the Public Facilities & Municipal Buildings maintenance projects for Standing Committee to note, advise accordingly and recommend or support the proposed recommendations.

#### SPORTFIELDS AND COMMUNITY HALLS PROGRESS REPORT

INDICATORS	Q2	
	Target	November/December 2020 Progress
Number of Sport Fields maintained (Zwelinzima Ward 10	Service provider appointed for Maintenance of Zwelinzima Ward 10	100% Complete.
Appointment of Service Provider towards Maintenance of sport facilities as per maintenance plan (Madakeni Sport Field - Ward 20,	Advertisement for Maintenance of Madakeni Sport Field - Ward 20	The advert was issued on the 03 <sup>th</sup> of November 2020
Appointment of Service Provider towards Maintenance of sport facilities as per maintenance plan (Angus Farm Sport Field - Ward 15)	Service provider appointed for Maintenance of (Angus Farm - Ward 15)	100% Complete

Appointment of Service Provider towards Maintenance of sport facilities as per maintenance plan (Reitvlei - Ward 12)	Advertisement for Maintenance of Reitvlei Sport Field Ward 12	The project will be re-advertised due to non-compliance by all the service providers. They failed to meet the SCM criteria.
Appointment of Service Provider towards Maintenance of sport facilities as per maintenance plan (Ibisi - Ward 11)	Advertisement for Maintenance of Ibisi Sport Field Ward 11	The project will be re-advertised due to non-compliance by all the service providers. They failed to meet the SCM criteria.
Appointment of Service Provider towards Maintenance of community hall as per maintenance plan Magqagqeni CH Ward 04	Advertisement for Maintenance of Magqagqeni CH-Ward 04	Advertisement will be done via pull of contractors as per the meeting agreement with SCM.
Appointment of Service Provider towards Maintenance of community hall as per maintenance plan Ngunjini CH Ward 8	Advertisement for Maintenance of Ngunjini CH Ward 8	Advertisement will be done via pull of contractors as per the meeting agreement with SCM.
Number of community halls as per maintenance plan (Clydesdale CH Ward 17) repairing gutter, Changing of Doors and locks attend plumbing works	N/A	N/A
Number of community halls as per maintenance plan (Ward 20 Wash bank CH Ward 20) repairing of roof, Changing of Door locks and repairing of Toilet Seats.	N/A	100% Completed
Appointment of Service Provider towards Maintenance of community hall as per maintenance plan (St Michaels CH Ward 5)	Service provider appointed for Maintenance (St Michaels CH Ward 5)	100% Completed
Appointment of Service Provider towards Maintenance of community hall as per maintenance plan (Nombewu CH Ward 7)	Service provider appointed for Maintenance (Nombewu CH Ward 7)	100% Completed
Number of community halls as per maintenance plan Ibisi CH-ward 11) Paint works repairing of glasses, changing of doors and Wooden Floor Painting	Advertisement for Maintenance of Ibisi CH-ward 07	N/A
Number of community halls as per maintenance plan (Gugwini CH Ward 14) Fitting of Window Buglar Fitting of window glasses	1 Community Hall maintained	100% Completed
Reviewed Public Facilities Policy adopted by council	N/A	N/A
Reviewed Public Facilities Plan adopted by council	N/A	

## Recommendations

To note the report

## **REPORT 6 SOCIAL FACILITATION**

### **UNIT: Social Facilitation:**

#### **Background**

The Social facilitation unit executes various activities although some of them are on-going activities. The main activities are as follows:

- MANCO & STANCO monthly reports.
- To ensure OHSA compliance on construction sites through monthly audits and sites visits
- Health and Safety in the workplace
- Facilitating sites meetings
- Ensuring labour Intensive on projects sites and collecting beneficiary lists for jobs created as EPWP requirements (extensive labour)
- Strategizing working systems for the unit e.g. formulating working documents (Policy formulation).
- Facilitating mass community meetings for new capital projects
- Appointing of Community Liaison officers
- Formulating Project Steering Committees
- Coordinating, ensuring registration, monitoring, implementing and reporting of EPWP projects
- Submission of EPWP monthly expenditure reports and quarter report to National Public Works.

The report will state the activities that were performed on the month of Nov& Dec 2020. For the first time COVID 19 will be mentioned in this report hence the institution shall comply with COVID 19 regulations. Moreover, the achieved as well as not achieved activities will be listed; for not achieved activities there will be actions taken in order to inform the plan on how to achieve in future. Furthermore, for not achieved activities the reasons will be itemized together with the challenges. The information will be presented in a form of a table and Photos as evidence will be viewed on a separate page as Annexure A.

Moreover, there will be recommendations in order to advance the proficiency of the unit and to influence the future deliverables of the institution as a whole.

#### **2. Legislation Requirement**

OHSA no 85 of 1993 for compliance

EPWP Policy: Phase 4

EPWP National Guideline document - Social Facilitation policy

Social Facilitation Policy

COVID 19 May 2020 Regulations

IDP/SD BIP NO	Strategic Objective	Output	Indicator	Annual Target	Monthly Target	Actual Target	Comments	Portfolio of Evidence
SDBIP/ 93	To facilitate 0.6% growth increase in the local economy by 2022 and beyond	Creation of jobs through EPWP	Number of jobs created through the Expanded Public Work Programme	416 jobs created through EPWP	83 jobs created through EPWP	Achieved 310 jobs created through EPWP for November and December	<p><b>November:</b> ULM Rangers = 5, ULM Caregivers = 40, Nongingqa Community hall = 13, Ngunjini Access Road =11, Ward 22 Community Hall= 8, Upgrading of Memorial Hall = 20, Surfacing of Ibisi Road phase 4 = 8, Ward 21 Community Hall = 18, Harry Gwala Multi-purpose centre =7, Gcebeni Access road = 7, Washbank Access road = 9, Ibisi Agri Co-op = 9, Zizabanye Co-op = 6, Vumasakhe Co-op =6, Izululami Co-op =5, Ncedolwethu poultry =5 <b>Total = 177</b></p> <p><b>December :</b> ULM Rangers = 5, ULM Caregivers = 40, Nongingqa Community hall = 13, Ngunjini Access Road =9, Ward 22 Community Hall= 8, Upgrading of Memorial Hall = 20, Harry Gwala Multi-purpose centre =7 Gcebeni Access road = 7, Washbank Access road = 9, Vumasakhe Co-op =6, Izululami Co-op =5, Ncedolwethu poultry =5 <b>Total = 133</b> All the above projects are registered and reporting on the EPWP reporting system. <b>Challenge/s</b></p>	1.Payment sheets signed by beneficiaries 2. system generated prof of payment

							<b>The CLOs delay to submit payment sheet on the date set for submission.</b>	
<b>SDBIP/ 94</b>		Creation of jobs through (EPWP SECTORS: social ,Environmental, None-state/LED & \ninfrastructure, MIG and Municipal projects)	Number of jobs maintained through the EPWP (Public Facilities)	94 jobs maintained through Public Facilities)	90 jobs maintained through Public Facilities)	Achieved 92 jobs maintained through Public Facilities	COVID 19 pandemic disturbed the process of recruitment and selection for the new beneficiaries. The capturing of the master list for the database has been completed. The EPWP beneficiaries have been terminated at the end of December and only the ones that were employed late are remaining in the programme. <b>Action:</b> <b>The process of selection is in progress.</b>	1.Payment sheets signed by beneficiaries 2. System generated proof of payment
<b>SF 01</b>		Expenditure reports submitted	Number of expenditure reports submitted	12 expenditure reports	3 expenditure reports	2 Achieved expenditure report	The expenditure report is submitted on the 10 <sup>th</sup> of every month. For November, it was submitted on the 09 December 2020. The current expenditure for November for all EPWP projects is R460 778.And for December it was submitted on the 08 <sup>th</sup> January 2021, and it was R 474 680. This amount was spent for salaries on EPWP beneficiaries. The second tranche of the allocated grant for this financial year 20/21 was withheld because there is one project i.e. infrastructure sector that is not reporting on the EPWP National reporting system. The project could not report because of the delay of capturing of the master list in the database of the EPWP programme.	1. Signed expenditure reports 2. transmittal / fax report

SF 02		Coordinate sittings of EPWP committee meetings	Number of sittings of EPWP committee meetings	4 sittings of the EPWP committee	1 sittings of the EPWP committee	1 sittings of the EPWP committee	This committee sits once a quarter; the meeting was held on the 15 <sup>th</sup> December 2020. It was discussed that all EPWP beneficiaries must be terminated from the HR salaries system as it was a council resolution and also that according to Ministerial determination the beneficiaries cannot exceed the contract of 2 years working in the same project.	1. Attendance register 2. Signed minutes by chairperson (S.F.U manager) and HR personnel officer
SF 03		ensure compliance with EPWP branding statutory requirements (EPWP projects)	Number of EPWP branded sign boards erected	4 EPWP branded sign boards erected	N/A	N/A	Not applicable this quarter.	1. Dated photos of EPWP sign boards erected
SF 04	<b>To ensure integration of the communities in development programmes by 2022 and beyond</b>	monitoring of the OSHA compliance in construction sites (External Contractors)	Number of OSHA compliance audits reports conducted	64 OSHA compliance audit reports conducted	5 OSHA compliance audit reports conducted	9 OSHA compliance audit reports conducted	<b>Achieved</b>	1. Dated Photos 2. Non-compliance letters 3. quarterly report signed by HOD
SF 05			Number of safety file assessed conducted before construction duties resume	10 safety files assessment conducted before construction duties resume	N/A	8 safety files assessment conducted before construction duties resume	<b>OVER ACHIEVED</b> Proactive because is supposed to be conducted in the next quarter. Safety files assessed: 1.Ngunjini, 2.Washbank, 3.Gcebeni, 4.Matsheni, 5.Ibisi, 6.Egxezi, 7. Electricity and Electricity CBD.	1. Safety file comments signed by SFUM submitted to appointed contractor
SF 06		Monitoring of OSHA compliance on internal construction sites	Number of safety reports on internal roads maintenance	1 quarterly report on roads maintenance	1 quarterly report on roads maintenance	Not applicable	The report will be submitted within second quarter.	1 Quarterly report prepared signed by HOD

<b>SF 07</b>		Conduct stakeholder engagement ( Project Introduction)	Number of stakeholder engagement conducted ( Project Introduction)	8 stakeholders engagements conducted		Not applicable	Stakeholder engagements were conducted in the 1 <sup>st</sup> quarter. This indicator is a once off when the new projects starts.	1. Attendance Register 2. Minutes
<b>SF 08</b>		Attendance of projects site meetings (Electricity, ward 21 community hall, ward 22 Community hall, Malenge Community hall, Nongingqa Community hall, ward 7 Sport field, ward 14 Sport field, ward 17 sport field, SMME,HUB phase 2, Township Roads ward 16 tarring, Access road to new landfill site, Harry Gwala Multipurpose Sport Centre phase 1)	Number of projects site meetings attended	40 project site meetings attended	05 Site meetings attended	07 achieved	Site meetings were conducted on the following dates: Construction of Ngunjini Access Road- 09/11/2020 Construction of Washbank Access Road-19/11/2020 Construction of Nongingqa Community Hall-20/11/2020 Construction of Gcebeni Access Road-26/11/2020 Construction of Dumisa Community Hall-27/11/2020 Construction of Ward 07 Sportfield Construction of Multi-Purpose Sportcentre- 27/11/2020	1. Signed minutes 2. attendance register
<b>SF 09</b>		Attendance of EPWP projects site Visits (social, Environment, LED, Infrastructure	Number of reports on EPWP project sectors visited	4 quarterly reports prepared	1 quarterly reports prepared	Achieved 6 site visits conducted.	On the 10 <sup>th</sup> November 2020, 2 site visits were conducted on the following areas: ULM Rangers and Uphuhliso lwemvelo in Clydesdale and Border. On the 17 <sup>th</sup> November 2020, 2 site visits were conducted on the	1. Quarterly report signed by Supervisor and HoD 2. Standard public works checklist 3. Dated Photos "



		and non-state Sector)					following areas: UMzimkhulu Memorial Hall and Washbank Access road. December: On the 18 <sup>th</sup> December 2020, 2 site visits were conducted on the following areas: CBD Streetlights installation and Routine maintenance of UMzimkhulu township roads: next to EC Motors.	
<b>SF 10</b>	To ensure effective and compliant administrative and conducive work environment by 2022 and beyond	To coordinate medical surveillance to all employees of ULM	Number of employees examination by a professional Medical practitioner	240 employees examination	60 employees examination	Not achieved	The medical examination is still on pause due to the non-availability of the contracted medical practitioner.	1. Surveillance report submitted by appointed Professional Medical Practitioner to HOD infrastructure 2. List of examined employees signed by SFU Manager 3. Signed Register of examined employees (available on request)
<b>SF 11</b>		Conduct OSHE workshop for community Liaison Officers (CLOs) and Projects Steering Committee (PSCs)	Number of OSHE community workshop conducted	2 OSHE workshop for community Liaison Officers and Projects Steering Committee	1 OSHE workshop for community Liaison Officers and Projects Steering Committee	Not applicable	It was conducted on the previous quarter. This is a once of exercise when the new MIG projects starts.	1. Signed attendance register 2. Training manual
<b>SF 12</b>		Conduct inductions for EPWP as per EPWP projects ( Social Environment , LED, Infrastructure	Number of reports inductions conducted	10 EPWP inductions conducted	10 EPWP inductions conducted	N/A	To be implemented once the beneficiaries have been appointed.	1. Attendance Register 2. Report on Inductions conducted

	and non-state Sectors)						
<b>SF 13</b>	Coordinate provision of accredited trainings to the youth beneficiaries through infrastructure projects	Number of reports prepared on youth training	4 reports prepared on youth training	1 reports prepared on youth training	Not applicable	The service providers are still doing preparations to resume trainings on various construction sites projects. The report will be submitted within quarter 2 ( November- December 2020).	1.personal details for each trained youth beneficiary 2.Coppies of obtained accredited certificates 3.Attendance register on training days 4. Report by Service Provider
<b>SF 14</b>	Monitor implementation of Management Systems for UMzikhulu Municipality linked with ISO 4500 1	Number of management systems document compiled	1 compiled report	1 compiled report presented and adopted by MANCO	Not applicable	The OSHE management Systems document was presented on the last quarter. This was a once off presentation.	Compiled management system document signed by SHE practitioner and Municipal Manager
<b>SF 15</b>		percentage	100% implementation of management systems document	100% implementation of management systems document	Not applicable	The training of the safety representatives will be facilitated within the second quarter. Also the appointed contractor will be starting to rehabilitate the municipal buildings as a compliance to OSHE management Systems.	1. HIRA practitioner's report signed by HOD
<b>SF 16</b>	To ensure EPWP contracts are signed by all beneficiaries per project	Number of reports prepared on contracts signed by EPWP participants (Social, Environment, LED,/non-state sectors and Infrastructure	1 reports prepared on contracts signed by EPWP participants	1 reports prepared on contracts signed by EPWP participants	<b>N/A</b>	The contracts report is prepared after the beneficiaries have signed the contracts. Thus far there are no newly appointed beneficiaries.	1.Contracts report submitted and signed by SFU Manager 2.four contracts copies signed by beneficiaries per Sector
<b>SF 17</b>	Conduct EPWP beneficiaries Exit Strategy training	Number of EPWP beneficiaries	255 EPWP beneficiaries trained on exit strategy	60 EPWP beneficiaries trained on exit strategy	<b>Not applicable</b>	The exit strategy will be conducted when there are new contracted EPWP beneficiaries.	1.personal details for each trained youth beneficiary 2.Coppies of obtained accredited certificates

								3.Attendance register on training days 4. Report by Service Provider
<b>SF 18</b>		Reviewable of OSHE Specification document	Reviewed OHSE Specification adopted by council	Reviewed OHSE Specification document adopted by council	Not applicable	Not applicable	Not applicable	1. Reviewed EPWP Plan 2. Council Resolution
<b>SF 19</b>		Reviewable of EPWP Plan	Reviewed EPWP Plan adopted by council	Reviewed EPWP Plan adopted by council	Not applicable	Not applicable	Not applicable	1. Reviewed EPWP Plan 2. Council Resolution
<b>SF 20</b>		Reviewable of Infrastructure Policies ( EPWP Policy)	Reviewed of Infrastructure Policies ( EPWP Policy)	Reviewed EPWP Policy adopted by council	Not applicable	Not applicable	Not applicable	
<b>SF 21</b>		Reviewable of Infrastructure Policies(Social facilitation Policy)	Reviewed of Infrastructure Policies(Social facilitation Policy)	Reviewed of Infrastructure Policies(Social facilitation Policy)	Not applicable	Not applicable	Not applicable	

## **STRATEGIC PLANNING LED AND HOUSING DEPARTMENT**

### **STRATEGIC PLANNING, HOUSING & LED DEPARTMENT: STRATEGIC PLANNING UNIT REPORT FOR THE MONTH OF DECEMBER 2020.**

#### **REVIEW OF THE INTEGRATED DEVELOPMENT PLAN FOR UMZIMKHULU MUNICIPALITY FOR 2021/2022 FY.**

##### **Purpose**

To present the progress report on the review of Integrated Development Plan (IDP) 2021/2022 for noting by Standing Committee, EXCO & council.

##### **Background.**

Subsequent to the IDP outreach which was conducted in November 2020, between the 1<sup>st</sup> and 4<sup>th</sup> of December 2020 the municipality conducted the EXCO Strategic Planning Session for 2021/2022 to inform the IDP. The strategic planning session discussed matters of service delivery and economic development for the municipality informed by the community issues.

The Municipality will be hosting the Departmental Strategic Planning Sessions in January/February 2021 to review the operational plans for 2021/2022 IDP.

##### **Recommendations**

That the progress report on the review of the Integrated Development Plan for Umzimkhulu municipality for 2021/2022 be noted by Standing Committee, EXCO and Council.

#### **TRANSFER OF MUNICIPAL LAND TO DEPARTMENT OF TRANSPORT (CURRENTLY USED BY DEPARTMENT OF PUBLIC WORKS & TRANSPORT IN UMZIMKHULU).**

##### **Purpose**

To present a report on the Transfer of municipal land to Department of Transport in Umzimkhulu for noting by Standing committee, EXCO and council.

The report on the Transfer of municipal land to Department of Transport in Umzimkhulu be adopted by Standing committee, EXCO and Council.

##### **Background and reasoning**

Umzimkhulu Municipality took a resolution dated 26<sup>th</sup> of May 2009 which entailed the transfer of municipal property which is currently being occupied by Department of Transport (Offices & Flats).

The property still forms part of the Remainder of Erf 152 Umzimkhulu which means that prior transfer of property to DOT a SPLUMA application (Subdivision) will need to be done.

Lastly, in line with the resolution taken by the municipality the department needs to ensure compliance with NHBR and Building regulations by submitting building plans for the existing building structures.

In conclusion this report seeks to revive/renew decision that was taken by the municipality to dispose/transfer property that is currently occupied by DOT in uMzimkhulu.

## **ANNEXURES**


Annexure 1: Copy of Council Resolution  
Annexure 2: Locality Map

## Recommendations

The report on the Transfer of municipal land to Department of Transport in Umzimkhulu be adopted by Standing committee, EXCO and Council with the following recommendations:

- Municipal property currently being occupied by DOT be disposed to the department in line with MFMA.
- The municipal manager to sign all relevant documentations pertaining to disposal of the property.
- Subdivision be done on the property in line with SPLUMA prior transfer.
- Building plans be submitted to the municipality for approval prior transfer of property.

## ANNEXURE 1: COPY OF CONUCNIL RESOLUTION

<b>Umzimkhulu</b>		<b>Municipality</b>
Tel: (039) 259 5000/5300 Fax: (039) 259 0427		169 Main Street Private Bag 53 Umzimkhulu 3297 Email: <a href="mailto:info@umzimkhulum.gov.za">info@umzimkhulum.gov.za</a>

**PROVINCE OF KWAZULU-NATAL**  
**KZN 435**

**EXTRACT FROM THE MINUTES OF THE EXCO MEETING HELD ON THE 26<sup>TH</sup> MAY 2009**

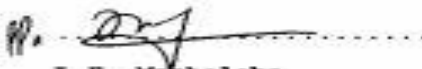
EX 700/26.05.09-4      **TRANSFER OF MUNICIPAL LAND TO  
DEPARTMENT OF TRANSPORT (CURRENTLY  
USED BY DEPARTMENT OF PUBLIC WORKS &  
TRANSPORT)**

**RESOLUTIONS**

Exco resolved that:

1. Umzimkhulu Municipality to transfer the subject property for the extension of KZN-DOT Offices and upgrades.
2. The Department of Transport to incur the subdivisiopn, surveying and conveyancing costs in the new site.
3. The Department of Transport to building plans to the municipality for approval.

Approved and signed by

 L.E. Mapholoba Municipal Manager	17/06/2010 Date
--	--------------------

## **IBISI INFILL PLANNING & SURVEY: EIA**

### **Purpose**

To present a progress report on the EIA for Ibisi Infill planning & Survey in Umzimkhulu for noting by Standing committee, EXCO & council.

### **Background and reasoning**

The Scoping Report has been submitted to EDTEA and municipality is still waiting for response. Following which the draft EIA will be prepared entailing comments from the department before comment/public participation stage.

### **ANNEXURES:**

Acknowledgement letter from EDTEA

### **Recommendations**

The progress report on the Ibisi Infill planning (EIA) in UMzimkhulu is for noting by Standing committee, EXCO & council.

## **RIETVLEI FORMALISATION**

### **Purpose**

To present a progress report on the Rietvlei Formalization in Umzimkhulu for noting by Standing committee, EXCO and council.

### **Background and reasoning**

Communication within effected departments on acquiring erf 175 in Rietvlei is currently on going. DOT has commented in relation to provincial road passing through Rietvlei and other departments are will also be engaged internal by DPW and DRDLR.

The municipality is awaiting feedback or update once circulation has been completed. Together with the circulation process is a vesting process that is currently on going between departments in order to verify vesting status on land before disposal processes unfold. However, the municipality is still in communication with the relevant departments for progress. To date there has been no update from these department accept for confirmation of requested land parcel.

Challenge:

- Consent to allow the municipality to proceed with SPLUMA application.
- No response from DPW & DRDLR on update of progress.

### **Recommendations**

To present a report on the Formalization of Rietvlei in Umzimkhulu for noting by Standing committee, EXCO and Council.

## **FORMALIZATION OF CLYDESDALE.**

### **Purpose**

To present a progress report on Formalization of Clydesdale for noting by Standing Committee, EXCO & council.

### **Background and reasoning**

### **Clydesdale - Phase 1 (formalization)**

Since the submissions were done to SGO for Clydesdale phase 1, the municipality is still waiting for approval of submitted GP's to SGO as all the previously required comments were provided in order for the department to be able to proceed with finalizing approval of submitted GP's.

## **Clydesdale - Phase 2**

Final layout has been finalised and conditions of establishment are being finalised for approval by MPT and submission to SGO. After the sitting of MPT the municipality will proceed with submissions to SGO subject to MPT outcomes.

### **Recommendations**

That the progress report on the Formalization of Clydesdale (Phase1 & 2) in UMzimkhulu for noting by Standing committee, EXCO and Council.

## **UMZIMKHULU EXTENSION 5 (GP AMENDMENT)**

### **Purpose**

To present a progress report on the Amendment of General Plan for Extension 5 in uMzimkhulu for noting by Standing committee, EXCO and Council.

### **Background and reasoning**

Since submission to SGO, the municipality is still waiting for approval from SGO. The municipality is constantly communicating with the department regarding the submissions made. Assessment of submitted GPs is ongoing.

### **Recommendations**

To present a progress report on the Amendment of General Plan for Extension 5 in UMzimkhulu for noting by Standing committee, EXCO and Council.

## **LAND ACQUISITION (BEZWENI AND EBUTA)**

### **Purpose**

To present a progress report on land acquisition for Bezweni & Ebuta for noting by Standing committee, EXCO and Council.

The report on land acquisition for Bezweni & Ebuta be adopted by Standing committee, EXCO and Council.

### **Background and reasoning**

The final agreement for disposal is not yet finalized by DPW, however notice which allows the municipality to occupy the portion 9 of Ebuta and Bezweni has been provided. Municipality is still waiting for final disposal agreement for signing by both parties.

The municipality is in a process of sourcing service providers to undertake the planning processes of the land to be disposed through means of service provider. Service provider is in a process of being appointed as SCM processes are underway.

However, based on land claims that currently exist on both farms. The act states that any land under claim should not be developed or tampered with unless authorization from Land Commissioner's office is obtained. It is with this regard that the municipality is trying to obtain some form of authorization from the DRDLR- Land Claims Office even though consent has been granted by DPW. DRDLR has communicated that they will be communicating with their legal unit before providing the municipality with a response.

### **Recommendations**

The report on land acquisition for Bezweni & Ebuta be noted by Standing committee, EXCO and Council.

## **DEVELOPMENT OF COMMUNITY RESIDENTIAL UNITS (CRU) IN UMZIMKHULU**

### **Purpose**

To present a progress report on development of Community Residential Units (CRU) for noting by Standing Committee, EXCO & council.

### **Background**

CRU Application has been approved by DoHS. The municipality is currently waiting on formal approval letter and instruction to start appointment processes of IA for project of CRU's. A bilateral agreement for implementation of stage 1 of the project will be signed by municipality and DoHS. Communication with the department is still ongoing.

### **Recommendations**

That the progress report on development of Community Residential Units (CRU) be noted by Standing Committee, EXCO & council.

## **PROGRESS ON RURAL HOUSING PROJECT (ZONE 1, MANKOFU & EXT 9and10) IN UMZIMKHULU**

### **Purpose**

To present a progress report on Rural Housing for Zone 1, Mankofu & Ext 9and 10 insitu in uMzimkhulu noting by Standing Committee, EXCO & council.

### **Background**

- **Rural Housing Zone 1:**

#### **Ward 1 & 2:**

Since approval from DOHS, the service provider has been instructed to finalise submission of outstanding documents in line with departmental rates payment processing so that project can commence with detailed planning studies. Submission has been done, currently waiting for response from DoHS.

#### **Ward 3 & 4:**

Since approval from DOHS, the service provider has been instructed to finalise submission of outstanding documents in line with departmental rates payment processing so that project can commence with detailed planning studies. Submission has been done, currently waiting for response from DoHS.

- **Insitu Upgrade Extension 9 & 10:**

Since approval from DOHS, the service provider has been instructed to finalise submission of outstanding documents in line with departmental rates payment processing so that project can commence with detailed planning studies. Submission has been done, currently waiting for response from DoHS.

- **Mankofu:**

Service provider currently busy with submission of outstanding documents to DoHS so that project can commence with detailed planning studies.

### **Recommendations**

That the progress report on Rural Housing for Zone 1, Mankofu & Ext 9and 10 insitu in uMzimkhulu noting by Standing Committee, EXCO & council.



## SPLUMA - DEVELOPMENT APPLICATIONS REPORTS.

### Purpose

To present a report on development applications received by the Umzimkhulu Municipality for noting by Standing committee, EXCO & council.

### Background and reasoning

The following applications were received by the Department of Strategic Planning for development:

#### LUMA applications currently undergoing SPLUMA processes and acknowledged by the Municipality:

Property Description	Type of application	Status
Erf 699 – Ext 4 – Majardine - Umzimkhulu	Special Consent Application and Relaxation of side and rear space	Application has been finalized and approved by MAO.
Erf 638 - Ext 4 – Majardine Umzimkhulu	Special Consent to permit Medium Density Housing and relaxation of Building lines and side spaces.	The application has been advertised and the closure is on the 14 <sup>th</sup> January 2020.
Portion 9 farm Ebuta 18224 UMzimkhulu	Proposed subdivision of portion 9 farm Ebuta 18224 in UMzimkhulu for the proposed multi-purpose sport centre	MPT meeting has been held on the 28 <sup>th</sup> October 2020, The application has not yet approved due to the information that needs to be submitted by the applicant and land claims commission.
Farm Clydesdale no.18233 into portion 11	Subdivision of the farm Clydesdale no.18233 into portion 11 remainder of the farm Clydesdale no.18233 (portion 11 of The farm Clydesdale no.18233 to be re-designated to erf 2390 Clydesdale	The municipality is finalizing the report to be submitted to the MPT to take decision regarding the application.
Erf 155 of erf 152	Application for the proposed subdivision, consolidation and rezoning	The municipality is finalizing the report to be submitted to the MPT to take decision.

#### SPLUMA DEVELOPMENT APPLICATIONS RECEIVED WITH OUTSTANDING DOCUMENTS IN TERMS OF SPLUMA BYLAW:

Property Description	Type of application	Status
Ward 10 - farm Readsdaale 18203 portion 0, Imizi / Rural Transitional Settlement in Umzimkhulu.	Proposed Vodacom Tower or telecommunication base station, development situated outside the area of a scheme.	The applicant has submitted application to the municipality, there is an outstanding information that is lease of agreement from property owner. The Planning SPLUMA process has been started. The acknowledgement letter has been issued and the payment has been done, waiting the applicant to advertise.
Ward 18 – Farm Waterval MMUSA 18219 portion 0, Imizi / Rural Transitional Settlement in Umzimkhulu.	Proposed Vodacom Tower or telecommunication base station, development situated outside the area of a scheme.	The applicant has submitted application to the municipality, there is an outstanding information that is lease of agreement from property owner. The Planning SPLUMA process has been started. The acknowledgement letter has been issued and the payment has been done, waiting the applicant to advertise.
Ward 14 – Farm Stryd Fontein 18274 portion 0, in Umzimkhulu.	Proposed Vodacom Tower or telecommunication base station, development situated outside the area of a scheme.	The applicant has submitted application to the municipality, there is an outstanding information that is lease of agreement from property owner. The Planning SPLUMA process has been

		started. The acknowledgement letter has been issued and the payment has been done, waiting the applicant to advertise.
Ward 1 – Farm Entsikeni Eziqalabeni, 514 portion 0 in Umzimkhulu.	Proposed Vodacom Tower or telecommunication base station, development situated outside the area of a scheme.	The applicant has submitted application to the municipality, there is an outstanding information that is lease of agreement from property owner. The Planning SPLUMA process has been started. The acknowledgement letter has been issued and the payment has been done, waiting the applicant to advertise.
Ward 2 – Farm Malenge, 530 portion 0 in Umzimkhulu.	Proposed Vodacom Tower or telecommunication base station, development situated outside the area of a scheme.	The applicant has submitted application to the municipality, there is an outstanding information that is lease of agreement from property owner. The Planning SPLUMA process has been started. The acknowledgement letter has been issued and the payment has been done, waiting the applicant to advertise..
Ward 7 – Farm Umfulamhle Maduna, 523 portion 0 in Umzimkhulu	Proposed Vodacom Tower or telecommunication base station, development situated outside the area of a scheme.	The applicant has submitted application to the municipality, there is an outstanding information that is lease of agreement from property owner. The Planning SPLUMA process has been started. The acknowledgement letter has been issued and the payment has been done, waiting the applicant to advertise.
Ward 21 – Gudlintaba Cabane, 513 portion 0 in Umzimkhulu	Proposed Vodacom Tower or telecommunication base station, development situated outside the area of a scheme.	The applicant has submitted application to the municipality, there is an outstanding information that is lease of agreement from property owner. There is an ownership challenge with regards to this site. Therefore, a lease agreement cannot be finalised as yet. The subject property is no longer vested with the Department of Rural Development and Land Reform because there is a public facility within the vicinity. The Planning SPLUMA process has been started. The acknowledgement letter has been issued and the payment has been done, waiting the applicant to advertise.
Ward 5 – Tonjeni, 18560 portion 0, in Umzimkhulu	Proposed Vodacom Tower or telecommunication base station, development situated outside the area of a scheme.	The applicant has submitted application to the municipality, there is an outstanding information that is lease of agreement from property owner. This site is vested with the KZN Department of Public Works. The applicant is in the process of engaging them with regards to the leases. The Planning SPLUMA process has been started. The acknowledgement letter has been issued and the payment has been done, waiting the applicant to advertise.
Ward 19 -Vodacom cellular mast nongidi bs 140318	Proposed construction of a free standing cellular communication base station with 25 m lattice mast, antennae, outdoor equipment cabinets and 2,4 m steel palisade fencing in the Barnabas area, Nongidi, Umzimkhulu, Rem of farm 18222 mountain home	The applicant has submitted application to the municipality, there is an outstanding information that is lease of agreement from property owner. The Planning SPLUMA process has been started. The acknowledgement letter has been issued and the payment has been done, waiting the applicant to advertise.

## Recommendations

The municipality will proceed with the SPLUMA application processes but cannot finalise approval these application (Vodacom) until the information requested information from DRDLR (consent letters) be submitted to the municipality.

That the report on development applications received in UMzimkhulu for noting by Standing committee & EXCO.

## SUBMITTED BUILDING PLANS & APPROVED BUILDING PLANS FOR THE MONTH OF DECEMBER 2020.

### Purpose

To report progress on the submitted building plans & approved building plans for the month of December 2020 for noting by Standing Committee, EXCO and Council.

### Background and reasoning

In terms of the National Building Regulations and Building Standard Act "No person shall without the prior approval in writing of the local authority in question, erect any building in respect of which plans and specifications are to be drawn and submitted in terms of this Act and if a local authority, having considered a recommendation referred to, is satisfied that the application in question complies with the requirements of the Act and any other applicable law, shall grant its approval in respect thereof.

Building Control Section is mandated by council to enforce the National Building Regulations Act 103 of 1977 as amended through the following aspects plan submission, plan building plan submitted for the month of December 2020.

**Building plans submitted:** 2 commercial and 1 residential building plans submitted for the month of December 2020.

REF. NO	CLIENT NAME	SUBMISSION DATE	ERF. / FARM NO.	PROPOSED AREA	DESCRIPTION	SUBMISSION FEE	BUILDING VALUE ESTIMATE
41/2020	Bruce	09/12/2020	Erf 1607	Proposed internal alterations	Commercial	R550.00	R447 000.00
42/2020	A. Chiya	11/12/2020	ERF 184	Proposed new offices	Commercial	R2 760.00	R294 000.00
43/2020	V. Makaba	17/12/2020	ERF 128	Proposed new dwelling house	Residential	R752.00	R34 050.00
<b>TOTAL AMOUNT</b>						<b>R4 062.00</b>	<b>R775 050.00</b>

**Approved building plans:** 2 rural area (Tavern) building plans approved for the month of December 2020.

REF. NO	CLIENT NAME	SUBMISSION DATE	ERF.NO	PROPOSED AREA	DESCRIPTION	SUBMISSION FEE	BUILDING VALUE	APPROVAL DATE
11/2018	M.A Biggar	01/02/2018	ERF 390	Proposed as-built tavern	Residential	R1756.00	R181 228,50	18/12/2020
30/2020	M. Sosibo	16/09/2020	Mbulu mba Farm	Proposed Tavern	Rural area	R1505.00	R132 060.00	11/12/2020
<b>TOTAL AMOUNT</b>						<b>R3 261.00</b>	<b>R313 288.50</b>	

**1 Commercial and 1 residential Building Plans Returned Back for Revision / Amendments / Corrections for the month Of December 2020.**

REF. NO	CLIENT NAME	RETURNED DATE	ERF. NO.	PROPOSED AREA	DESCRIPTION	SUBMISSION FEE	BUILDING VALUE
---------	-------------	---------------	----------	---------------	-------------	----------------	----------------

11/2018	M.A Biggar	18/12/2020	ERF 390	Proposed as-built tarven	Residential	R1756.00	R181 228,50
40/2020	Q. mehmood	18/11/2020	ERF 48	Proposed Warehouse and offices	Commercial	R15 748.00	R2 445 000.00
<b>TOTAL</b>						R15 748.00	R2 445 000.00

#### **APPLICATION FOR OUTDOOR ADVERTISEMENT RECEIVED AND APPROVED IN A MONTH OF DECEMBER 2020.**

Name of company	Type of application	Date submitted	Date Approved	Not approved/ Approved	Comments
UMzimkhulu Municipality (Infrastructure Department)	Installation of electrical construction temporary boards	15/12/2020	-----	Not yet approved	Waiting planning comments.
PMB Mkhondeni ESKOM	Upgrading Department of Agriculture CBD offices.	09/12/2020	18/12/2020	Approved	Before construction the detail work programme must be submitted to Planning Dept.

#### **Financial implications**

Total revenue generated is = **R4 062.00**

#### **Recommendations**

That the progress report on the submitted building plans for the month of December 2020 be noted by Standing Committee, EXCO and Council.

#### **NOTICES ISSUED FOR ILLEGAL LAND USE AND BUILDING WORK FOR THE MONTH OF DECEMBER 2020.**

##### **Purpose**

To report progress on the contravention notices issued for illegal land use for the month of December 2020.

##### **Background and reasoning**

UMzimkhulu Local Municipality is faced with the continuous proliferation of informal settlements and land invasion, particularly on the periphery of the urban areas. Most of these informal settlements have developed through the invasion of state owned land which makes service delivery by the municipality difficult.

Building Control Section is mandated by council to enforce the National Building Regulations Act 103 of 1977 through the following aspects plan submission, plan processing, referred plans, approved plans and archiving of original plans.

#### **CONTRAVENTION NOTICES ISSUED IN THE MONTH OF DECEMBER 2020:**

OWNERS DETAILS	ERF.NO FARM NO	ADDRESS	CONTRAVENTION	PROBITION NOTICE DATE	CONTRAVENTION NOTICE DATE	NOTICE PERIOD DAYS	NBR AND BY-LAWS	COMMENTS AND STATUS
unknown	Erf 629	Erf 629 sisulu	Illegally operating a tyre business	14/12/2020	Immediate effect	-	The Municipality must enforce the Informal trading by - law and municipal by-laws.	The Municipality must stop the illegally operation.

## **Recommendations**

That the progress report on the notices issued for illegal land use and building work for the month of December 2020 to be noted by Standing committee, EXCO and council.

## **MUNICIPALITY AND HOUSING PROJECTS CONSTRUCTION PROGRESS REPORT FOR THE MONTH OF DECEMBER 2020.**

### **Purpose**

To report construction progress of UMzimkhulu TVET College for the month of December 2020.

### **Background and reasoning**

In terms of the National Building Regulations and Building Standard Act "No person shall without the prior approval in writing of the local authority in question, erect any building in respect of which plans and specifications are to be drawn and submitted in terms of this Act and if a local authority, having considered a recommendation referred to, is satisfied that the application in question complies with the requirements of the Act and any other applicable law, shall grant its approval in respect thereof.

Building Control Section is mandated by council to enforce the National Building Regulations Act 103 of 1977 as amended through the following aspects plan submission, plan approved for the month of December 2020.

As per the building inspection that was conducted by uMzimkhulu building inspectors on construction progress at Tvet College, bus rank and taxi rank.

### **The following were inspected:**

#### **TVET COLLEGE.**

The project is complete, and the as-built plans have been submitted to the Municipality for approval.

#### **TAXI AND BUS RANK.**

##### **Construction progress for Bus rank**

- Structural steel and column is completed
- They are busy with the brickwork of superstructure.
- The work quality and standard are good according to the required standards of NBR.

##### **Construction progress for taxi rank**

- There are current busy with superstructure brickwork.
- Current busy levelling G5 material and laying of paving.
- Structural steel is complete.

NOTE: Contractor will be closed on the 18 December 2020 and open on the 07 January 2020.

### **Memory hall construction work progress.**

The contractor is on site busy with demolition of walls that are not up to standards and building bases column that was built in a wrong positions.

NOTE: Contractor will be closed on the 18 December 2020 and open on the 011 January 2020.

## **Recommendations**

That the progress report on the construction progress for TVET College and bus and taxi ranks for the month of December 2020 to be noted by Standing committee, EXCO and council.

## **IBISI HOUSES, CLYSDADALE, IBISI, EXT.5&6 HOUSES CONSTRUCTION PROGRESS REPORT FOR THE MONTH OF DECEMBER 2020.**

### **Purpose**

To report construction progress of UMzimkhulu housing projects on Wards for the month of December 2020.

### **Background and reasoning**

In terms of the National Building Regulations and Building Standard Act "No person shall without the prior approval in writing of the local authority in question, erect any building in respect of which plans and specifications are to be drawn and submitted in terms of this Act and if a local authority, having considered a recommendation referred to, is satisfied that the application in question complies with the requirements of the Act and any other applicable law, shall grant its approval in respect thereof.

Building Control Section is mandated by council to enforce the National Building Regulations Act 103 of 1977 as amended through the following aspects plan submission, plan approved for the month of December 2020.

As per the building inspection that was conducted by uMzimkhulu building inspectors on construction progress on 40 OSS at ward 6, extension 5 & 6 houses and Ibisi houses.

### **The following were inspected:**

#### **Ext.5 & 6 house.**

Contractor is on site for rehabilitation of the houses, the work progress on site is low due to the shortage of plumbing material. The quality of work is good and according to the building standards and regulations.

NOTE: Contractor will be closed on the 18 December 2020 and open on the 07 January 2020.

#### **Ibisi houses.**

The contractor went back on site on the 14 of September 2020 and is currently busy with rehabilitation of houses. The work progress on site is low due to the shortage of plumbing material. The quality of work is good and according to the building standards and regulations.

NOTE: Contractor will be closed on the 17 December 2020 and open on the 07 January 2020.

#### **Clydesdale houses**

Contractor is current on site and the work progress is according to the required buildings standards. Some of the houses need close monitoring due to developing settlement cracks during the rehabilitation.

NOTE: Contractor will be closed on the 15 December 2020 and open on the 05 January 2020.

### **Ward 21 and 22 OSS**

The service provider has submitted the building plans for approval, they are currently busy cutting platforms and digging trenches on ward 21.

The building plans for ward 22 has not been submitted by the services provider for approval and they are already on site cutting platforms.

NOTE: Contractor closed on the 24 December 2020 and open on the 05 January 2020.

**RIVERSIDE HOUSES:** 14 Houses were vandalized by the community they removed the doors, windows and internal fittings.

### **Recommendations**

That the progress report on the construction progress Ext 5&6 and Ibisi housing projects for the month of December 2020 to be noted by Standing committee, EXCO and council.

## **LANDSCAPING, GREENING AND WELCOMING SIGNAGE OF UMZIMKHULU TOWN REPORT FOR THE MONTH OF DECEMBER 2020**

### **Purpose**

To report progress on the Landscaping, greening and signage of UMzimkhulu town for the month of December 2020.

### **Background and reasoning**

The uMzimkhulu municipality has prioritized landscaping, greening and welcoming signage within uMzimkhulu CBD and nodal areas. The aim is to beautify the uMzimkhulu CBD and nodal areas and also to give directions to uMzimkhulu town and nodal areas. It aims to support for the development of landscaping and greening on open space, parks, pedestrian walkways and SMME.

The contract has submitted the application for extension of time for the period of three months until end of January 2021 and the project closeout report has been submitted. The report has return back for corrections and amendments of correct dates and outstanding work on the project.

### **Recommendations**

That the progress report on the plantation and installation progress for landscaping, greening and welcoming signage for the month of November 2020 to be noted by Standing committee, EXCO and council.

## **HOUSING UNIT REPORT FOR THE MONTH OF DECEMBER 2020**

### **UMZIMKHULU HOUSING PROJECTS.**

#### **Purpose**

To present the progress report on the urban and rural housing projects of UMzimkhulu LM to be noted by the Standing Committee, EXCO and Council.

#### **Background and reasoning**

The municipality and department of human settlement are busy implementing the formerly blocked housing projects and below is the progress for each

### **RIVERSIDE PHASE 1 EXPROPRIATION**

Since the municipality had then written a letter requesting the DoHS to grant an updated approval with new timeframes that will align with the expropriation processes that are currently at the municipality. The department responded with a formal letter on the 9<sup>th</sup> December 2020, stating that extension of time for the expropriation will not be granted because occupation conditions might have changed on the ground since the first initial social facilitation. The department further advised that the municipality will have to redo all the processes that were undertaken to obtain the MEC's approval so to avoid misleading the current ministry and the foreseen litigations that may arise.



**DIRECTORATE: OFFICE OF THE HEAD OF DEPARTMENT**

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**THE MUNICIPAL MANAGER  
UMZIMKHULU MUNICIPALITY  
169 MAIN STREET  
UMZIMKHULU  
3297**

**PER EMAIL**

**ATTENTION: MR. Z.S. SIKHOSANA**

**RE: REQUEST FOR EXTENSION OF MEC'S APPROVAL FOR EXPROPRIATION FOR THE RIVERSIDE HOUSING PROJECT UNDER THE JURISDICTION OF THE UMZIMKHULU MUNICIPALITY**

Dear Sir

We refer to your letter dated 13 August 2020 and note the contents thereof. A copy of the letter is annexed hereto marked Annexure "A" for your ease of reference.

Kindly be advised that Section 9(3) (a) (ii) of the National Housing Act (Act No.107 of 1997) provides that the "Notice of Expropriation must be published within six months on the date on which the permission of the MEC was granted".

The MEC for Human Settlements and Public Works granted approval on 8 November 2018 to expropriate the list of properties. A copy of the MEC Approval including the list of properties is annexed hereto marked Annexure "B".

The Department notes the challenges the Umzimkhulu Municipality encountered with regards to the lack of funding to implement the said Housing Project and the fact the Umzimkhulu Municipality only received funding from the Department in April 2020.

In terms of the National Housing Act, 1997, it is clear that publication of the Notice of Expropriation must be published within the specified period and if such approval is not published timeously, the approval will *ipso facto* terminate. An extension to the Member of Executive Committee Approval cannot be granted even though they are justifiable reasons put forth by the Umzimkhulu Municipality.



One should take into cognizance of the fact the circumstances on the ground in which the MEC approval was granted in 2018, would not be the same in 2020. The Department is thus bound by legislative prescripts.

Consequently, the expropriation process must be re-instituted by the Umzimkhulu Municipality with an attempt for the Municipality to re-engage with the landowners and attend to the publication of the Notice of the Intention to Expropriate.

Further, in terms of the Departmental Policy on Expropriation of land by Municipalities for human settlement development purposes, section 9 (3)(A) and 9 (3)(B) of the Housing Act (Act No.107 of 1997), requires proof of notice of intention to expropriate being served on the expropriatee and proof of negotiation (eg. Copies of correspondence) must be submitted in the Municipality's application to Expropriate. This requirement is a requisite in order to ensure compliance with the Promotion of Administration of Justice Act, 2000 (No. 3 of 2000).

Upon the lapse of the 30 (thirty) day period calling on interested parties to lay objections to the proposed expropriation. In the event no objections are received, the Umzimkhulu Municipality must submit their application to expropriate to the Department.

In the event the Municipality receives objections, the Municipality must attend to same and should the objections be unreasonable, the Municipality must list the grounds and reasons as to why it deems it unreasonable.

Yours faithfully

  
**MR. MDUDUZI ORVILLE SKHUMBUZO ZUNGU**  
HEAD OF DEPARTMENT  
KWAZULU-NATAL HUMAN SETTLEMENTS

26/10/20  
DATE

## IBISI HOUSING PROJECT

STEDONE is back on site at Ibisi and working as per the progress tabled below.

On the new houses (111) there have completed 80 houses, 83 slabs constructed so far and 81 on wall level. On the rehabilitation programme they have completed 393 houses, 419 on wall plate level and 415 on roof level.

Further, the affidavit for missing beneficiaries is in place and being completed by occupants.

PROGRESS SUMMARY		
MILE STONE	111 NEW HOUSES	501 REHAB HOUSES
SLABS	83	
WALL PLATES	81	419
ROOFS	81	415
COMPLETIONS	80	393

Of the 30 pilot project houses, the contractor will in the meantime be able to construct 8 houses whose beneficiaries appear as "withdrawn by applicant" on the Housing Subsidy System (HSS).

The department is currently devising other strategies to reinstate the remaining beneficiaries who do not at all appear on HSS but have title deeds.

## CHALLENGES

- 5 sites with graves that cannot be built on.
- 3 sites that are affected by encroachment namely 933, 962 and 970.
- Inability of the IA to recoup finances from Harry Gwala District Municipality for construction of bulk sewer connection to the WWTW, repair of the WWTW and provision of electricity.
- Two disabled persons that are occupying the Transit Camps due to absence of an alternative accommodation after the rightful beneficiary took occupation of the house that they were living in.

## EXT 5 & 6 HOUSING PROJCT

The service provider STEDONE has constructed 259 wall plate, 240 houses at roof level with 226 completion done so far.

When the project started the window frames were not replaced but old windows frames were installed. Currently window frames for all the houses will be changed even for houses that have already been handed over.

PROGRESS SUMMARY	
MILE STONE	639 REHAB HOUSES
WALL PLATES	259
ROOFS	240
COMPLETIONS	226

The IA has been informed that temporal camps will be repaired for the continuation of the progress on the project. Currently the number of temporal camps available is nine (9) instead of 18, this is due to invasions of the camps. In the meeting between the invaders and the municipality it was agreed that they will avail all 18 camps for the IA to repair and subsequently for people to reside in them temporarily.

The affidavit for missing beneficiaries is in place and being completed. On completions of the affidavit, BA's will be issued for the contractor to demolish the affected houses.

## CHALLENGES

- The contractor is connecting sewer in the new mainline which is in most case blocked thus making it impossible for the contractor to connect in it. Also the contractor is connecting into the old water reticulation system as the new line is not operational.
- There are 347 missing beneficiaries for the rehabs.

## CLYDESDALE HOUSING PROJECT

The IA has completed 249 houses so far with 359 at roof level and wall plates.

Progress in good on site and the IA resolved issues of attending to snags including stock piles of building rubbles which was all over the site. The issue of leaking water meters has been sorted as there is the involvement of Harry Gwala DM.

PROGRESS SUMMARY	
MILE STONE	475 REHAB HOUSES
WALL PLATES	359
ROOFS	359
COMPLETIONS	249

The municipality awaits an approval of funds from DOHS for construction of new houses in Clydesdale. On the 1<sup>st</sup> of October 2020, the municipality received communication from the department stating that submission to request funding

has been prepared and sent to higher authority for consideration and approval thereof. The municipality awaits feedback based on the circulation of the said funding request.

## **CHALLENGES**

- Land invasions on site no. 1270, 1572, 1573 and 1574.

## **Recommendations**

That the progress report on UMzimkhulu Urban and Rural housing projects be noted by Standing Committee, EXCO and Council.

## **ZONE 1 WARD 1 AND 2 RURAL HOUSING PROJECT**

### **Purpose**

To present a report on Zone 1 Ward 1 and 2 Rural Housing Project for noting by Standing Committee, EXCO & council.

### **Background and reasoning**

The project is scattered over Ward 1 and 2 and comprises of 1000 units. The main purpose of the project is to increase the provision and maximise the effectiveness of services and ultimately reduce housing backlog, especially within the rural component of the municipality.

### **PROGRESS TO DATE**

The project has been approved and a bilateral contract has been signed between the municipality and Department of Human Settlements. The municipality has received claim and is currently processing it in accordance with guidelines from the department. The Implementing has been requested to align invoice with the approved annexure D from DoHS. Further, the municipality is in a processes of rectifying the existing Service Level Agreements signed between the municipality and Implementing Agents, and thus aligning them to the Bilateral Contracts signed between the municipality and department. The alignment is in regard to the new budget and timeframes as per MEC's approval and as stipulated in the contracts.

### **Financial implications**

Three Million Eighty Six Thousand Seven Hundred and Forty Rand (R3 086 740.00)

### **Recommendations**

The report on Rural Housing Projects (Zone 1) be noted by Standing Committee, EXCO & Council.

## **ZONE 1 RURAL HOUSING PROJECT (WARD 3 AND 4)**

### **Purpose**

To present a report on Zone 1 Ward 3 and 4 Rural Housing Project for noting by Standing Committee, EXCO & council.

### **Background and reasoning**

The project is scattered over Ward 3 and 4 and comprises of 1500 units. The main purpose of the project is to increase the provision and maximise the effectiveness of services and ultimately reduce housing backlog, especially within the rural component of the municipality.

### **PROGRESS TO DATE**

The Implementing Agent has been issued with payment for the first stage (Pre-feasibility study) and have been instructed to commence with the detailed studies. Further, the municipality is in a processes of rectifying the existing Service Level Agreements signed between the municipality and Implementing Agents, and thus aligning them to the Bilateral Contracts

signed between the municipality and department. The alignment is in regard to the new budget and timeframes as per MEC's approval and as stipulated in the contracts.

#### **Financial implications**

Four Million Six Hundred and Thirty Thousand One Hundred and Ten Rand (R4 630 110.00)

#### **Recommendations**

The report on Rural Housing Projects (Zone 1) be noted by Standing Committee, EXCO & Council.

### **EXTENSION 9 & 10 INFORMAL SETTLEMENTS UPGRADE HOUSING PROJECT**

#### **Purpose**

To present a progress report on Implementing Agent for Extension 9 & 10 Informal Settlements Upgrade Housing Project for noting by Standing Committee, EXCO & council.

#### **Background and reasoning**

The project is a slums clearance project entailed to upgrade informal settlements with a yield of developed sites amounting to a total of 300. The project aims to achieve better living conditions through provision of decent human settlements, secure tenures, as well as basic services. The Umzimkhulu Municipality initiated the In-situ Upgrading of Extension 9 & 10 housing project in March 2017 in response to a housing need the community articulated through the Integrated Development Plan (IDP).

#### **PROGRESS TO DATE**

The project has been approved and a bilateral contract has been signed between the municipality and Department of Human Settlements. The municipality has received claim, however, has withheld processing of this claim due the fact that the project is not yet registered on DoHS's system and therefore does not have a unique registration number, which should also reflect on the invoice. The municipality is currently fast-tracking registration of the project with the department. Further, the municipality is in a processes of rectifying the existing Service Level Agreements signed between the municipality and Implementing Agents, and thus aligning them to the Bilateral Contracts signed between the municipality and department. The alignment is in regard to the new budget and timeframes as per MEC's approval and as stipulated in the contracts.

#### **Financial implications**

One Million Fifty One Thousand Eight Hundred and Sixty Nine Rand (R1 051 869.00)

#### **Recommendations**

The report on Extension 9 & 10 Informal Settlements Upgrade Housing Project be noted by Standing Committee, EXCO & Council.

### **TOWNSHIP ESTABLISHMENT FOR ERF 152 (MANKOFU).**

#### **Purpose**

To present a progress report on Township establishment for ERF 152 (Mankofu) for noting by Standing Committee, EXCO & council.

#### **Background and reasoning**

The projects aims to provide for ±200 units and originates from the high demand for housing in Umzimkhulu which calls for profound actions to be engaged in order to address the rising need and demand of housing. Hence this development of a properly planned and pegged township which the municipality had projected to embark on in the year 2017/18. In

2017, the municipality appointed an Implementing Agent to conduct pre-feasibility studies and subsequently compile a report for submission to the Department of Human Settlements for approval by the MEC.

## **PROGRESS TO DATE**

Following the scrutiny of the prefeasibility study and recommendations made by the municipality thereof. The Implementing Agent has amended the report and submitted same to the municipality on the 18<sup>th</sup> December 2020. The municipality is currently scrutinising the document as per list provided by DoHS based on information to be amended or added. Further, the municipality is organising a meeting to take place in January 2021 with DoHS for submission and scrutiny of the final document.

### **Recommendations**

The report on Township establishment for ERF 152 (Mankofu) be noted by Standing Committee, EXCO & council.

## **DEVELOPMENT OF LOW IMPACT MIXED USE IN PHASE 3 AND RESIDENTIAL DEVELOPMENT IN PHASE 6 IN UMZIMKHULU**

### **Purpose**

To present a progress report on development of Low Impact mixed use in Phase 3 and Residential Development in Phase 6 for noting by Standing Committee, EXCO & council.

### **Background and reasoning**

The municipality has finalised the first disposal of land and handed over title deeds to 31 bidders. A re-advertisement of 27 sites (23 in Phase 3 and 4 in Phase 6) was issued on the 19<sup>th</sup> October 2020 and closed on the 6<sup>th</sup> November 2020. The municipality received 176 bids and has commenced with verification of information.

### **CHALLENGES:**

Provision of Bulk Services to Phase3 and 6.

### **Recommendations**

The progress report on disposal of municipal owned properties being Low Impact mixed use in Phase 3 and Residential in Phase 6 be noted by Standing Committee, EXCO & Council.

## **TITLE DEED RESTORATION PROGRAMME.**

### **Purpose**

To present the report on Title Deed Restoration Programme for Umzimkhulu housing projects to be noted by the Standing Committee, EXCO and Council.

### **Background and reasoning**

The key component of Human Settlements Programme is that title deeds should be provided to secure tenure and clear property rights. However due to disparities which have been acquired during the apartheid era, many Municipalities (including Umzimkhulu LM) had been left incapable/ not equipped to assume ownership and administration responsibility for housing asset. The lack of necessary skills has caused delay of transfer in which this has led into beneficiaries occupying their houses without receiving the rightful ownership.

The Department of Human Settlements together with Umzimkhulu Municipality has embarked on Title Deed Restoration Programme which is aimed at eradicating the registration backlog in both Pre- 1994 and Post- 1994 Projects. In facilitating implementation of the programme, the DoHS has appointed service providers for the purpose of undertaking social facilitation in the following projects:

POST-1994			
SERVICE PROVIDER	PROJECT NAME	REGISTER BACKLOG	REGISTERED
Early Moon Trading	Ibisi Post 1994	25	0
Early Moon Trading	Ibisi Pre 1994	319	0
Ganwa Consulting & Development	Ext 5&6	398	0
Early Moon Trading	Riverside- P1	27	0
Early Moon Trading	Clydesdale	151	0
Early Moon Trading	Riverside- P2	500	0

## PROGRESS TO DATE

The municipality has finalised collating information for dispute related issues for Ext 6. The municipality is currently organising a subcommittee meeting where all disputants will be called forward to ascertain their disputes and thereafter their matters will be presented to the municipal dispute resolution committee for adjudication.

## RECOMMENDATIONS

That the progress report on Title Deed Restoration Programme be noted by Standing Committee, EXCO and Council.

## LAND TITLE ADJUSTMENT PROGRAMME.

### Purpose

To present the report on Land Title Adjustment Programme for Umzimkhulu housing projects to be noted by the Standing Committee, EXCO and Council.

### Background and reasoning

Department of Rural Development and Land Reform had embarked on process to regulate the allocation or devolution of certain land or particularly farms, in respect of which one or more persons claim ownership, but do not have registered title deeds in respect thereof; and to provide for related matters.

## PROGRESS TO DATE

The municipality awaits confirmation of funding from the department which will be utilised to undertake the planning phase of the project. Also, the department is still battling with the commissioner to comply with SCM, however, the matter is being handled by the department to have all issues related to this matter sorted.

## RECOMMENDATIONS

That the progress report on Land Title Adjustment Programme for Umzimkhulu housing projects be noted by Standing Committee, EXCO and Council.

## OPERATION SUKUMA SAKHE HOUSING PROJECT.

### Purpose

To provide a progress report for Operation Sukuma Sakhe housing projects for noting by Standing Committee, EXCO and Council.

### Background & reasoning

The Department of Rural Development and Land Reform assisted the municipality in acquiring Developmental Right Agreement and subsequently were signed by the municipality and the department in order to continue with the OSS Programme. Appointments were issued by the Department of Human Settlement which authorises the contractor Isibani Sezwe Construction, Bathombe Construction and Chushisanani construction to commence with the construction.

## PROGRESS TO DATE

### Shaytay Trading 21 cc – ward 6:

MILE STONE	PROGRAMME	ACTUAL	DEFFERENCE
APPROVED BENEFICIARY	40	40	
SLABS	40	5	23
WALL PLATES	40	1	27
ROOF	40	0	28
COMPLETION	40	12	28

Due to inability of the contractor to produce and meet expected level of work as per agreement, the contract between DOHS and the contractor has been terminated. Currently, the department is in the process of appointing a new IA who will continue with the work.

### Fezeka Business Services cc – Ward 3, 9, 17, 19 and 21:

The service provider has commenced on site and has to date cut 18 platforms.

### Isibani Projects – Ward 21

The service provider has commenced on site and has completed 9 slabs to date.

## Recommendations

That the progress report on Operation Sukuma Sakhe housing projects be noted by Standing Committee, EXCO and Council.

## GIS UNIT REPORT FOR THE MONTH OF DECEMBER 2020.

### Purpose

To report progress on the geographic information systems for noting by council.

### Background & reasoning

The following represents progress that has been achieved within the GIS Unit:

NAME OF PROJECT	BACKGROUND
Implementation of General Valuation Roll	The GIS unit provided Finance with a zoning map of Erf 155 Umzimkhulu.
IDP/SDF	The GIS unit is awaiting feedback comments from COGTA.
Housing Projects	The GIS unit confirmed an OSS site (KwaSenti) and generated a map of it for Human Settlements. The GIS unit extracted GPS coordinates specific housing projects (Ext 9 & 10) for a service provider who is conducting a study on informal settlements. A map depicting these housing projects was also generated.
GIS DATA	The GIS office received CAD data from Infrastructure for the streetlights that are to be installed in the CBD.
GIS Hardware	The tenders for the GPS and the Drone have been re-advertised. there were insufficient bids again.

	The current plotter has broken down due to wear and tear.
<b>GIS Software</b>	The payment for the GIS software maintenance has been made.
<b>Building Plans Information Management System</b>	<p>There is an issue with the displaying of GPS coordinates of the applications. The service provider says that the issue has to do with our servers. The GIS unit met with IT to discuss the issue concerning the display of GPS coordinates on the system. The feature does not work when the system is viewed over the web. IT will test it over the server to see if it works.</p> <p>The close-out report was compiled by COGTA has been signed by both parties.</p>
<b>Acquisition of Land Zone 3 &amp; 4</b>	<p>The scheduled community meetings for the community resolution have had to be postponed as the DRDLR official could not get authorisation to attend the meetings. An email was sent to DRDLR to determine when these meetings could be held but no response has been received. The department has not responded to any of the email communication.</p> <p>The GIS unit forwarded an email requesting confirmation of ownership/vesting for farms in zone 2 and 3. However none of the requested farms belong to the state. The department has however stated that they are in the processes of surveying and framing diagrams for a number of State land parcels within the Province.</p> <p>On the matter regarding Erf 175 Rietvlei, an email requesting an update on the site there has been sent but reply has been received.</p>
<b>GIS TASKS &amp; DUTIES</b>	<p>The GIS unit has attended to data and map requests internally and externally. External clients are being charged for their maps and are duly paying for them. The unit also attended to various tasks and queries.</p> <p>The GIS office reviewed the redesigned website and forwarded the comments on it to IT. The GIS unit also provided IT with Ward maps to upload on the website.</p> <p>The GIS unit collated data for Deep Black who are doing a study on the Light Industrial Hub. The data was forwarded to them via dropbox. The GIS office also confirmed the locations of the mechanics in the database as part of the project data required.</p> <p>The GIS unit updated the COVID database spreadsheet and forwarded it to HGDM.</p> <p>The GIS unit extracted information in the form of a spreadsheet on Health facilities for DPW who were looking for a specific health facility.</p> <p>The GIS unit provided Ntsikeni SAPS with an electronic copy of the map depicting their Policing Area.</p> <p>The GIS unit updated its section on the report for the Planning Forum.</p>

#### Financial implications

- R496 000 Building Plans Information Management System
- R350 000 Plotter
- R150 000 Drone
- R100 000 GPS

#### Recommendations

That the progress report on the geographic information system be noted by EXCO & Council

#### STRATEGIC PLANNING UNIT REPORT FOR THE MONTH OF NOVEMBER 2020.

#### REVIEW OF THE INTEGRATED DEVELOPMENT PLAN FOR UMZIMKHULU MUNICIPALITY FOR 2021/2022 FY.

#### Purpose



To present the progress report on the review of Integrated Development Plan (IDP) 2021/2022 for noting by Standing Committee, EXCO & council.

### **Background.**

Subsequent to the Municipality hosting the IDP REP Forum To conform to Chapter 4 of the Local Government Municipal Systems Act (Act No. 32 of 2000 the Umzimkhulu Municipality conducted its IDP Outreach/Imbizo which was held on the 15<sup>th</sup> to 23<sup>rd</sup> of November 2020 wherein the public was offered an opportunity to comment on the review of the IDP and future developments in their communities.

The IDP outreach was conducted accordingly with no major hindrance in the programme itself.

Between 1<sup>st</sup> and 4<sup>th</sup> of December 2020 the municipality will be conducting the EXCO Strategic Planning Session for 2021/2022 to inform the IDP. The strategic planning session will discuss matters of service delivery and economic development for the municipality informed by the community issues.

The Municipality will be hosting the Departmental Strategic Planning Sessions in January/February 2021 to review the operational plans for 2021/2022 IDP.

### **Recommendations**

That the progress report on the review of the Integrated Development Plan for Umzimkhulu municipality for 2021/2022 be noted by Standing Committee, EXCO and Council.

### **IBISI INFILL PLANNING & SURVEY (EIA).**

#### **Purpose**

To present a progress report on the EIA for Ibisi Infill planning & Survey in Umzimkhulu for noting by Standing committee, EXCO & council.

#### **Background and reasoning**

The Scoping Report has been submitted to Economic Development Tourism & Environmental Affairs (EDTEA) and municipality is still waiting for response EDTEA. Following which the draft EIA will be prepared entailing comments from the department before comment/public participation stage.

### **ANNEXURES**

Acknowledgement letter from EDTEA

#### **Recommendations**

The progress report on the Ibisi Infill planning (EIA) in UMzimkhulu is for noting by Standing committee, EXCO & council.

### **ANNEXURE: EDTEA LETTER**



**KWAZULU-NATAL PROVINCE**  
ECONOMIC DEVELOPMENT, TOURISM  
AND ENVIRONMENTAL AFFAIRS  
REPUBLIC OF SOUTH AFRICA

**DIRECTORATE:**

Environmental Services – South Region

Private Bag 30307, Isipingo, 3276

38 Mercant Street, Isipingo 3276

Tel: 031 804 7900 / 0314967566 Fax: 031 549 2133

13 October 2020

**EnviroEdge**  
P.O. Box 1009  
Kloof  
3640

**Attention:** Ms. Karin Samoullhan  
**Tel No:** 031 764 2569  
**Fax No:** 086 654 6598  
**Email:** karin@enviroedge.co.za

Dear Madam

**DC43/0002/2020: ACCEPTANCE OF SCOPING REPORT FOR THE PROPOSED IBISI INFILL DEVELOPMENT LOCATED WITHIN WARD 11 OF UMZIMKHULU LOCAL MUNICIPALITY, HARRY GWALA DISTRICT MUNICIPALITY, DC 43.**

The Scoping submitted in terms of the requirements of regulation 21 of the Environmental Impact Assessment Regulations, 2014 (as amended), was received by the Department of Economic Development, Tourism and Environmental Affairs (hereafter referred to as "the Department") on 01 September 2020 has reference.

1. The application has been reviewed, complies with the requirements of the EIA Regulations, 2014 (as amended) and found acceptable by the Department.
2. The applicant should proceed with the tasks contemplated in the plan of study for environmental impact assessment.

Please do not hesitate to contact this Department, should you require further assistance.

Yours faithfully

for: **Mr. S. Mkhize**  
**Acting Head of Department**  
**KwaZulu-Natal Department of Economic Development, Tourism and Environmental Affairs**  
**Signed by: Mr. Thabani Gambu**  
**Designation: District Manager – Environmental Services (Harry Gwala District)**

**GROWING KWAZULU-NATAL TOGETHER**

## **RIETVLEI FORMALISATION.**

### **Purpose**

To present a progress report on the Rietvlei Formalization in Umzimkhulu for noting by Standing committee, EXCO and council.

### **Background and reasoning**

Communication within effected departments on acquiring erf 175 in Rietvlei is currently on going. DOT has commented in relation to provincial road passing through Rietvlei and other departments will also be engaged internal by DPW and DRDLR.

The municipality is awaiting feedback or update once circulation has been completed.

Together with the circulation process is a vesting process that is currently on going between departments in order to verify vesting status on land before disposal processes unfold. However, the municipality is still in communication with the relevant departments for progress.

Challenge:

- Consent to allow the municipality to proceed with SPLUMA application.
- No response from DPW & DRDLR on update of progress.

### **Recommendations**

To present a report on the Formalization of Rietvlei in Umzimkhulu for noting by Standing committee, EXCO and Council.

### **FORMALIZATION OF CLYDESDALE.**

#### **Purpose**

To present a progress report on Formalization of Clydesdale for noting by Standing Committee, EXCO & council.

#### **Background and reasoning**

##### **Clydesdale - Phase 1 (formalization)**

Since the submissions were done to Surveyor General Office (SGO) for Clydesdale phase 1, the municipality is still waiting for approval of submitted GP's to SGO as all the previously required comments were provided in order for the department to be able to proceed with finalizing approval of submitted GP's.

##### **Clydesdale - Phase 2**

Final layout has been finalised and conditions of establishment are being finalised for approval by MPT and submission to SGO. After the sitting of MPT the municipality will proceed with submissions to SGO subject to MPT outcomes.

### **Recommendations**

That the progress report on the Formalization of Clydesdale (Phase1 & 2) in UMzimkhulu for noting by Standing committee, EXCO and Council.

### **UMZIMKHULU EXTENSION 5 (GP AMENDMENT)**

#### **Purpose**

To present a progress report on the Amendment of General Plan for Extension 5 in uMzimkhulu for noting by Standing committee, EXCO and Council.

#### **Background and reasoning**

Since submission to SGO, the municipality is still waiting for approval from SGO. The municipality is constantly communicating with the department regarding the submissions made. Assessment of submitted GPs is ongoing.

### **Recommendations**

That the progress report on the Amendment of General Plan for Extension 5 in UMzimkhulu be noted by Standing committee, EXCO and Council.

### **LAND ACQUISITION (BEZWENI AND EBUTA)**

#### **Purpose**

To present a progress report on land acquisition for Bezweni & Ebuta for noting by Standing committee, EXCO and Council.

The report on land acquisition for Bezweni & Ebuta be adopted by Standing committee, EXCO and Council.

### **Background and reasoning**

The final agreement for disposal is not yet finalized by Department of Public Works (DPW), however notice which allows the municipality to occupy the portion 9 of Ebuta and Bezweni has been provided. Municipality is still waiting for final disposal agreement for signing by both parties.

The municipality is in a process of sourcing service providers to undertake the planning processes of the land to be disposed through means of service provider. Service provider is in a process of being appointed as SCM processes are underway.

However, based on land claims that currently exist on both farms communication between the Land claims office & DPW regarding the legalities that permit the municipality to utilize land before donation agreement s has been signed.

### **Recommendations**

The report on land acquisition for Bezweni & Ebuta be adopted by Standing committee, EXCO and Council with the following conditions:

- The feasibility on Bezweni & Ebuta be undertaken to in line with the conditions of agreement to be signed by DPW & Municipality.
- The municipal manager be responsible for signing all documents in relations to acquiring Ebuta & Bezweni on behalf of the municipality.
- Consent granted by DPW be considered with legal advice since both farms are under claim while waiting for signing of donation agreements.

## **DEVELOPMENT OF COMMUNITY RESIDENTIAL UNITS (CRU) IN UMZIMKHULU.**

### **Purpose**

To present a progress report on development of Community Residential Units (CRU) for noting by Standing Committee, EXCO & council.

### **Background**

CRU Application has been approved by Department of Human Settlements (DoHS). The municipality is currently waiting on formal approval letter and instruction to start appointment processes of IA for project of CRU's. A bilateral agreement for implementation of stage 1 of the project will be signed by municipality and DoHS. Communication with the department is still ongoing.

### **Recommendations**

That the progress report on development of Community Residential Units (CRU) be noted by Standing Committee, EXCO & council.

## **PROGRESS ON RURAL HOUSING PROJECT (ZONE 1, MANKOFU & EXT 9and10) IN UMZIMKHULU**

### **Purpose**

To present a progress report on Rural Housing for Zone 1, Mankofu & Ext 9and 10 insitu in uMzimkhulu noting by Standing Committee, EXCO & council.

## Background

### Rural Housing Zone 1:

#### Ward 1 & 2:

Since approval from DoHS, the service provider has been instructed to finalise submission of outstanding documents in line with departmental rates payment processing so that project can commence with detailed planning studies. Submission has been done, currently waiting for response from DoHS.

#### Ward 3 & 4:

Since approval from DOHS, the service provider has been instructed to finalise submission of outstanding documents in line with departmental rates payment processing so that project can commence with detailed planning studies. Submission has been done, currently waiting for response from DoHS.

### In-situ Upgrade Extension 9 & 10:

Since approval from DOHS, the service provider has been instructed to finalise submission of outstanding documents in line with departmental rates payment processing so that project can commence with detailed planning studies. Submission has been done, currently waiting for response from DoHS.

### Mankofu:

Service provider currently busy with submission of outstanding documents to DoHS so that project can commence with detailed planning studies.

## Recommendations

That the progress report on Rural Housing for Zone 1, Mankofu & Ext 9 and 10 insitu in Umzimkhulu noting by Standing Committee, EXCO & council.

## SPLUMA - DEVELOPMENT APPLICATIONS REPORTS.

### Purpose

To present a report on development applications received by the Umzimkhulu Municipality for noting by Standing committee, EXCO & council.

### Background and reasoning

The following applications were received by the Department of Strategic Planning for development

#### SPLUMA applications currently undergoing SPLUMA processes and acknowledged by the Municipality:

Property Description	Type of application	Status
Erf 699 – Ext 4 – Majardine – Umzimkhulu	Special Consent Application and Relaxation of side and rear space.	Application has been approved by the MPAO.
Portion 9 farm Ebuta 18224 UMzimkhulu	Proposed subdivision of portion 9 farm Ebuta 18224 in UMzimkhulu for the proposed multi-purpose sport centre	MPT meeting has been held on the 28 <sup>th</sup> October 2020, The application has not yet approved due to the information that needs to be submitted by the applicant and land claims commission.
Farm Clydesdale no.18233 into portion 11	Subdivision of the farm Clydesdale no.18233 into portion 11 remainder of the farm Clydesdale no.18233 (portion 11 of The farm Clydesdale no.18233 to be re-designated to erf 2390 Clydesdale	The municipality is finalizing the report to be submitted to the MPT to take decision regarding the application.

Erf 155 of erf 152	Application for the proposed subdivision, consolidation and rezoning	The municipality is finalizing the report to be submitted to the MPT to take decision.
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**SPLUMA DEVELOPMENT APPLICATIONS RECEIVED WITH OUTSTANDING DOCUMENTS IN TERMS OF SPLUMA BYLAW:**

<b>Property Description</b>	<b>Type of application</b>	<b>Status</b>
Ward 10 - farm Readsdale 18203 portion 0, Imizi / Rural Transitional Settlement in Umzimkhulu.	Proposed Vodacom Tower or telecommunication base station, development situated outside the area of a scheme.	The applicant has submitted application to the municipality, there is an outstanding information that is lease of agreement from property owner. The Planning SPLUMA process has been started. The acknowledgement letter has been issued and the payment has been done, waiting the applicant to advertise.
Ward 18 – Farm Waterval MMUSA 18219 portion 0, Imizi / Rural Transitional Settlement in Umzimkhulu.	Proposed Vodacom Tower or telecommunication base station, development situated outside the area of a scheme.	The applicant has submitted application to the municipality, there is an outstanding information that is lease of agreement from property owner. The Planning SPLUMA process has been started. The acknowledgement letter has been issued and the payment has been done, waiting the applicant to advertise.
Ward 14 – Farm Stryd Fontein 18274 portion 0, in Umzimkhulu.	Proposed Vodacom Tower or telecommunication base station, development situated outside the area of a scheme.	The applicant has submitted application to the municipality, there is an outstanding information that is lease of agreement from property owner. The Planning SPLUMA process has been started. The acknowledgement letter has been issued and the payment has been done, waiting the applicant to advertise.
Ward 1 – Farm Entsikeni Eziqalabeni, 514 portion 0 in Umzimkhulu.	Proposed Vodacom Tower or telecommunication base station, development situated outside the area of a scheme.	The applicant has submitted application to the municipality, there is an outstanding information that is lease of agreement from property owner. The Planning SPLUMA process has been started. The acknowledgement letter has been issued and the payment has been done, waiting the applicant to advertise.
Ward 2 – Farm Malenge, 530 portion 0 in Umzimkhulu.	Proposed Vodacom Tower or telecommunication base station, development situated outside the area of a scheme.	The applicant has submitted application to the municipality, there is an outstanding information that is lease of agreement from property owner. The Planning SPLUMA process has been started. The acknowledgement letter has been issued and the payment has been done, waiting the applicant to advertise..
Ward 7 – Farm Umfulamhle Maduna, 523 portion 0 in Umzimkhulu	Proposed Vodacom Tower or telecommunication base station, development situated outside the area of a scheme.	The applicant has submitted application to the municipality, there is an outstanding information that is lease of agreement from property owner. The Planning SPLUMA process has been started. The acknowledgement letter has been issued and the payment has been done, waiting the applicant to advertise.
Ward 21 – Gudlintaba Cabane, 513 portion 0 in Umzimkhulu	Proposed Vodacom Tower or telecommunication base station, development situated outside the area of a scheme.	The applicant has submitted application to the municipality, there is an outstanding information that is lease of agreement from property owner. There is an ownership challenge with regards to this site. Therefore, a lease agreement cannot be finalised as yet. The subject property is no longer vested with the Department of Rural Development and Land Reform because there is a public facility within the vicinity. The Planning SPLUMA process has been

		started. The acknowledgement letter has been issued and the payment has been done, waiting the applicant to advertise.
Ward 5 – Tonjeni, 18560 portion 0, in Umzimkhulu	Proposed Vodacom Tower or telecommunication base station, development situated outside the area of a scheme.	The applicant has submitted application to the municipality, there is an outstanding information that is lease of agreement from property owner This site is vested with the KZN Department of Public Works. The applicant is in the process of engaging them with regards to the leases. The Planning SPLUMA process has been started. The acknowledgement letter has been issued and the payment has been done, waiting the applicant to advertise.
Ward 19 -Vodacom cellular mast nongidi bs 140318	Proposed construction of a free standing cellular communication base station with 25 m lattice mast, antennae, outdoor equipment cabinets and 2,4 m steel palisade fencing in the Barnabas area, Nongidi, Umzimkhulu, Rem of farm 18222 mountain home	The applicant has submitted application to the municipality, there is an outstanding information that is lease of agreement from property owner The Planning SPLUMA process has been started. The acknowledgement letter has been issued and the payment has been done, waiting the applicant to advertise.

### Recommendations

That the progress report on the Development Applications submitted in terms of SPLUMA be noted by the Standing Committee, EXCO and Council.

That the municipality will proceed with the SPLUMA application processes but cannot finalise approval these application (Vodacom) until the information requested from DRDLR (consent letters) be submitted to the municipality

### BUILDING UNIT REPORT FOR THE MONTH OF NOVEMBER 2020

#### SUBMITTED BUILDING PLANS & APPROVED BUILDING PLANS

##### Purpose

To report progress on the submitted building plans & approved building plans for the month of November 2020 for noting by Standing Committee, EXCO and Council.

##### Background and reasoning

In terms of the National Building Regulations and Building Standard Act “No person shall without the prior approval in writing of the local authority in question, erect any building in respect of which plans and specifications are to be drawn and submitted in terms of this Act and if a local authority, having considered a recommendation referred to, is satisfied that the application in question complies with the requirements of the Act and any other applicable law, shall grant its approval in respect thereof.

Building Control Section is mandated by council to enforce the National Building Regulations Act 103 of 1977 as amended through the following aspects plan submission, plan building plan submitted for the month of November 2020.

**Building plans submitted:** 4 Commercial and 1 Residential building plans submitted for the month of November 2020.

REF. NO	CLIENT NAME	SUBMISSION DATE	ERF. / FARM NO.	PROPOSED AREA	DESCRIPTION	SUBMISSION FEE	BUILDING VALUE ESTIMATE
36/2020	Isiboniso	26/10/2020	Ward 21	Proposed Housing Project	Residential	-	R60 240.00

37/2020	N. Mhatu	27/10/2020	ERF 69	Proposed Shisanyama & Resturant	Commercial	R3 262.00	R340 200.00
38/2020	T. Moyo	24/11/2020	ERF 1918	Proposed Storm water & sewer	Commercial	-	-
39/2020	S. Keswa	13/11/2020	ERF 2002	Proposed Sewer	Commercial	-	-
40/2020	Q. mehmood	18/11/2020	ERF 48	Proposed Warehouse and offices	Commercial	R15 748.00	R2 445 000.00
<b>TOTAL AMOUNT</b>						<b>R19 010.00</b>	<b>R2 848 702.00</b>

**Approved building plans:** 3 Commercial building plan approved for the month of November 2020.

REF. NO	CLIENT NAME	SUBMISSION DATE	ERF. NO	PROPOSED AREA	DESCRIPTION	SUBMISSION FEE	BUILDING VALUE	APPROVAL DATE
07/2019	Robert JW Brusse	11/02/2019	ERF 2458	Propose Memorial hall rehabilitation(Museum)	Commercial	-	-	03/11/2020
36/2020	Isiboniso	26/10/2020	Ward 21	Proposed Housing Project	Residential	-	R60 240.00	18/11/2020
39/2020	S. Keswa	13/11/2020	ERF 2002	Bus & taxi Proposed Sewer	Commercial	-	-	
<b>TOTAL AMOUNT</b>						-	<b>R60 240.00</b>	

1 Commercial Building Plans Returned Back for Revision / Amendments / Corrections for the month Of November 2020.

REF. NO	CLIENT NAME	RETURNED DATE	ERF. NO.	PROPOSED AREA	DESCRIPTION	SUBMISSION FEE	BUILDING VALUE
40/2020	Q. mehmood	18/11/2020	ERF 48	Proposed Warehouse and offices	Commercial	R15 748.00	R2 445 000.00
<b>TOTAL</b>						<b>R15 748.00</b>	<b>R2 445 000.00</b>

### Financial implications

Revenue generated = **R19 010.00**

### Recommendations

That the progress report on the submitted building plans for the month of November 2020 be noted by Standing Committee, EXCO and Council.

### NOTICES ISSUED FOR ILLEGAL LAND USE AND BUILDING WORK

#### Purpose

To report progress on the contravention notices issued for illegal land use for the month of November 2020.

#### Background and reasoning

UMzimkhulu Local Municipality is faced with the continuous proliferation of informal settlements and land invasion, particularly on the periphery of the urban areas. Most of these informal settlements have developed through the invasion of state owned land which makes service delivery by the municipality difficult.



Building Control Section is mandated by council to enforce the National Building Regulations Act 103 of 1977 through the following aspects plan submission, plan processing, referred plans, approved plans and archiving of original plans.

## 5 CONTRAVENTION NOTICES ISSUED IN THE MONTH OF NOVEMBER 2020:

OWNERS DETAILS	ERF.NO FARM NO	ADDRESS	CONTRAVENTION	PROBITION NOTICE DATE	CONTRAVENTION NOTICE DATE	NOTICE PERIOD DAYS	NBR AND BY-LAWS	COMMENTS AND STATUS
Mr Nzabe	Erf 1742	Erf 1742, Clydesdale	Illegally build a structure without an approved building plan.	05/11/2020	12/11/2020	7 Days	The Municipality must enforce the NBR Act 103 of 1977 and municipal by-laws.	The building plans has not been submitted, the municipality to enforce submission of building plans.
Unknown	Erf 1316	Erf 1316, Clydesdale	Illegally build a structure without an approved building plan.	05/11/2020	12/11/2020	7 Days	The Municipality must enforce the NBR Act 103 of 1977 and municipal by-laws.	The building plans has not been submitted, the municipality to enforce submission of building plans.
Mr Thomas Andries	Erf 2	Erf 2, Cala Street	Illegally operating Block, concrete column & lintel business	06/10/2020	Immediate effect	-	The Municipality must enforce the NBR Act 103 of 1977, Informal traders by – law and municipal by- laws.	The Municipality has stopped the illegal operation.
Mfishi Farming	Potion 3 of 18224	Ebuta farm	Illegally operating a livestock trading business	23/11/2020	Immediate effect	-	The Municipality must enforce the Informal trading by - law and municipal by- laws.	The Municipality must stop the illegally operation.
Unknown	Erf 1246	Erf 1246, Clydesdale	Illegally built a pit toilet on Municipal land	24/11/2020	Immediate effect	-	The Municipality must enforce the land invasion policy and other municipal by- law,	The Municipality must enforce the land invasion policy and other municipal by- law,

### Recommendations

That the progress report on the notices issued for illegal land use and building work for the month of November 2020 to be noted by Standing committee, EXCO and council

## **MATTERS HANDLED BY MATTHEW FRANCIS ATTORNEYS ON ILLEGAL LAND USE AND ILLEGAL BUILDING WORK FOR THE MONTH OF NOVEMBER 2020.**

### **Purpose**

To report progress on the matters handled by Matthew Francis Attorneys on illegal land use and building work for the month of November 2020 for noting by Council.

### **Background and reasoning**

In terms of the National Building Regulations and Building Standard Act “No person shall without the prior approval in writing of the local authority in question, erect any building in respect of which plans and specifications are to be drawn and submitted in terms of this Act and if a local authority, having considered a recommendation referred to, is satisfied that the application in question complies with the requirements of this Act and any other applicable law, shall grant its approval in respect thereof.

### **Matters:**

**Mr. Cassim Moola (erf 56):** Mr. Moola failed to comply with court order to demolish the structure on the 30<sup>th</sup> of September 2020, therefore other letter dated 23 October 2020 forcing Mr. Moola to comply within the period of 5 days, and failure to comply the Municipality will enforce the court order and demolish the structures.

**Mr. S. Nkabane:** On the 14<sup>th</sup> of October 2020 the sheriffs served Mr. Nkabane with a demolishing order allowing him to demolish the structure within the period of 5 days, should Mr. Nkabane failed to remove the structure the court will approach the sheriff's office to attend to demolish the structure.

### **Recommendations**

That the progress report on the notices issued for illegal land use and building work for the month of November 2020 to be noted by Standing committee, EXCO and council.

## **MUNICIPALITY AND HOUSING PROJECTS CONSTRUCTION PROGRESS REPORT FOR THE MONTH OF NOVEMBER 2020.**

### **Purpose**

To report progress on construction of Umzimkhulu TVET College for the month of November 2020 for noting by the Standing Committee, EXCO & Council.

### **Background and reasoning**

In terms of the National Building Regulations and Building Standard Act “No person shall without the prior approval in writing of the local authority in question, erect any building in respect of which plans and specifications are to be drawn and submitted in terms of this Act and if a local authority, having considered a recommendation referred to, is satisfied that the application in question complies with the requirements of the Act and any other applicable law, shall grant its approval in respect thereof.

Building Control Section is mandated by council to enforce the National Building Regulations Act 103 of 1977 as amended through the following aspects plan submission, plan approved for the month of November 2020.

As per the building inspection that was conducted by uMzimkhulu building inspectors on construction progress at Tvet College, bus rank and taxi rank.

### **The following were inspected:**

## **TVET COLLEGE.**

The project is on a practical complete stage, and the amended building, sewerline, stormwaterline and fireline plans have been submitted to the Municipality to scrutinize for final approval.

## **TAXI AND BUS RENK.**

### **Construction progress for Bus rank**

- Structural steel and column is completed
- They are busy with the brickwork of superstructure.
- The work quality and standard are good according to the required building standards of NBR.

### **Construction progress for taxi rank**

- There are current busy with superstructure brickwork.
- Current busy levelling G5 material
- Structural steel is complete.

### **Memorial hall construction work progress.**

The contractor is on site busy with demolition of walls that are not up to standards and building bases column that was built in a wrong positions. Structural engineer is monitoring the demolition work and new bases.

## **Recommendations**

That the progress report on the construction progress for TVET College and bus and taxi ranks for the month of November 2020 to be noted by Standing committee, EXCO and council.

## **HOUSING CONSTRUCTION PROGRESS REPORT FOR THE MONTH OF NOVEMBER 2020 FOR IBISI, CLYSDADALE, IBISI, EXT.5&6.**

### **Purpose**

To report construction progress of UMzimkhulu housing projects on Wards for the month of November 2020.

### **Background and reasoning**

In terms of the National Building Regulations and Building Standard Act "No person shall without the prior approval in writing of the local authority in question, erect any building in respect of which plans and specifications are to be drawn and submitted in terms of this Act and if a local authority, having considered a recommendation referred to, is satisfied that the application in question complies with the requirements of the Act and any other applicable law, shall grant its approval in respect thereof.

Building Control Section is mandated by council to enforce the National Building Regulations Act 103 of 1977 as amended through the following aspects plan submission, plan approved for the month of November 2020.

As per the building inspection that was conducted by uMzimkhulu building inspectors on construction progress on 40 OSS at ward 6, extension 5 & 6 houses and Ibisi houses.

### **The following were inspected:**

#### **Ext.5 & 6 houses.**

Contractor is on site for rehabilitation of the houses, the work progress on site is good. The quality of work is good and according to the building standards and regulations.

#### **Ibisi houses.**

The contractor is on site busy with rehabilitation of houses. The work progress on site is good and is according to the building standards. The quality of work is good and according to the building standards and regulations.

#### **Clydesdale houses**

Contractor is current on site and the work progress is good and according to the required buildings standards act. The settlement cracks has been attended by the contractor on site during the rehabilitation.

#### **Ward 21 and 19 OSS**

##### **Ward 21:**

The service provider has submitted the building plans for approval, they are currently busy cutting platforms and digging trenches for strip footing foundation on ward 21.

##### **Ward 19:**

The building plans for ward 19 has not been submitted by the services provider for approval and they are already on site cutting platforms. The contravention notice will be e-mail to service provide to stop the construction until submitting the building plans.

#### **Riverside Houses**

During the site visit inspection on site, 14 houses were not occupied by the owners and vandalised by the community.

#### **Recommendations**

That the progress report on the construction progress Ext 5&6 and Ibisi housing projects for the month of November 2020 to be noted by Standing committee, EXCO and council.

### **LANDSCAPING, GREENING AND WELCOMING SIGNAGE OF UMZIMKHULU TOWN.**

#### **Purpose**

To report progress on the Landscaping, Greening and Signage of Umzimkhulu Town for noting by the Standing Committee, EXCO & Council.

#### **Background and reasoning**

The Umzimkhulu municipality has prioritized landscaping, greening and welcoming signage within Umzimkhulu CBD and nodal areas. The aim is to beautify the CBD and nodal areas and also to provide signage for directions to Umzimkhulu town and nodal areas. It aims to support for the development of landscaping and greening on open space, parks, pedestrian walkways and SMME.

#### **PROGRESS TO DATE.**

The contractor has installed all welcoming signage on nodal areas Ibisi, Riverside, Rietvlei and town welcoming signage. The project is on the closeout stage, project contract period has expired on the 07 November 2020, and the service provide will apply for extension of time until 15 December 2020. The closeout report will be submitted by the service provider by the end of November 2020.

#### **Recommendations**

That the progress report on the plantation and installation progress for landscaping, greening and welcoming signage for the month of November 2020 to be noted by Standing committee, EXCO and council.

### **HOUSING UNIT REPORT FOR THE MONTH OF NOVEMBER 2020**

#### **UMZIMKHULU HOUSING PROJECTS.**

## **Purpose**

To present the progress report on the urban and rural housing projects of UMzimkhulu LM to be noted by the Standing Committee, EXCO and Council.

## **Background and reasoning**

The municipality and department of human settlement are busy implementing the formerly blocked housing projects and below is the progress for each

### **RIVERSIDE PHASE 1 EXPROPRIATION**

The service provider has finalised the documentation that needs to be signed by the municipality. The stage that follows requires gazetting of information, which includes an approval from the MEC. The issue with the approval that the municipality currently holds is that it dates back to 2018 with lapsed timeframe within which the expropriation was expected to take place, but could not be undertaken due to lack funding. The Municipality has then written a letter to the department requesting an updated approval for alignment with the expropriation processes that are currently taking place. In the meeting that took place on the 14th October 2020, the municipality was advised that extension of time for the expropriation will not be granted because conditions might have changed on the ground since the first initial social facilitation. The department further advised that the municipality will have to redo all the processes that were undertaken to obtain the MEC's approval so to avoid misleading the current ministry and the foreseen to litigations that may arise.

A letter detailing the context of this matter has been requested from the department.

### **IBISI HOUSING PROJECT**

STEDONE is back on site at Ibisi and working as per the progress tabled below.

On the new houses (111) there have completed 80 houses, 83 slabs constructed so far and 81 on wall level. On the rehabilitation programme they have completed 393 houses, 419 on wall plate level and 415 on roof level.

Further, the affidavit for missing beneficiaries is in place and being completed by occupants.

<b>PROGRESS SUMMARY</b>		
<b>MILE STONE</b>	<b>111 NEW HOUSES</b>	<b>501 REHAB HOUSES</b>
<b>SLABS</b>	83	
<b>WALL PLATES</b>	81	419
<b>ROOFS</b>	81	415
<b>COMPLETIONS</b>	80	393

Of the 30 pilot project houses, the contractor will in the meantime be able to construct 8 houses whose beneficiaries appear as "withdrawn by applicant" on the Housing Subsidy System (HSS).

The department is currently devising other strategies to reinstate the remaining beneficiaries who do not at all appear on HSS but have title deeds.

## **CHALLENGES**

- 5 sites with graves that cannot be built on.
- 3 sites that are affected by encroachment namely 933, 962 and 970.
- Inability of the IA to recoup finances from Harry Gwala District Municipality for construction of bulk sewer connection to the WWTW, repair of the WWTW and provision of electricity.
- Two disabled persons that are occupying the Transit Camps due to absence of an alternative accommodation after the rightful beneficiary took occupation of the house that they were living in.

## EXT 5 & 6 HOUSING PROJCT

The service provider STEDONE has constructed 259 wall plate, 240 houses at roof level with 226 completion done so far.

When the project started the window frames were not replaced but old windows frames were installed. Currently window frames for all the houses will be changed even for houses that have already been handed over.

PROGRESS SUMMARY	
MILE STONE	639 REHAB HOUSES
WALL PLATES	259
ROOFS	240
COMPLETIONS	226

The IA has been informed that temporal camps will be repaired for the continuation of the progress on the project. Currently the number of temporal camps available is nine (9) in instead of 18, this is due to invasions of the camps. In the meeting between the invaders and the municipality it was agreed that they will avail all 18 camps for the IA to repair and subsequently for people to reside in them temporarily.

The affidavit for missing beneficiaries is in place and being completed. On completions of the affidavit, BA's will be issued for the contractor to demolish the affected houses.

## CHALLENGES

- The contractor is connecting sewer in the new mainline which is in most case blocked thus making it impossible for the contractor to connect in it. Also the contractor is connecting into the old water reticulation system as the new line is not operational.
- There are 347 missing beneficiaries for the rehabs.

## CLYDESDALE HOUSING PROJECT

The IA has completed 249 houses so far with 359 at roof level and wall plates.

Progress in good on site and the IA resolved issues of attending to snags including stock piles of building rubbles which was all over the site. The issue of leaking water meters has been sorted as there is the involvement of Harry Gwala DM.

PROGRESS SUMMARY	
MILE STONE	475 REHAB HOUSES
WALL PLATES	359
ROOFS	359
COMPLETIONS	249

The municipality awaits an approval of funds from DOHS for construction of new houses in Clydesdale. On the 1<sup>st</sup> of October 2020, the municipality received communication from the department stating that submission to request funding has been prepared and sent to higher authority for consideration and approval thereof. The municipality awaits feedback based on the circulation of the said funding request.

## **CHALLENGES**

Land invasions on site no. 1270, 1572, 1573 and 1574.

## **Recommendations**

That the progress report on UMzikhulu Urban and Rural housing projects be noted by Standing Committee, EXCO and Council.

## **TITLE DEED RESTORATION PROGRAMME.**

### **Purpose**

To present the report on Title Deed Restoration Programme for Umzikhulu housing projects to be noted by the Standing Committee, EXCO and Council.

### **Background and reasoning**

The key component of Human Settlements Programme is that title deeds should be provided to secure tenure and clear property rights. However due to disparities which have been acquired during the apartheid era, many Municipalities (including Umzikhulu LM) had been left incapable/ not equipped to assume ownership and administration responsibility for housing asset. The lack of necessary skills has caused delay of transfer in which this has led into beneficiaries occupying their houses without receiving the rightful ownership.

The Department of Human Settlements together with Umzikhulu Municipality has embarked on Title Deed Restoration Programme which is aimed at eradicating the registration backlog in both Pre- 1994 and Post- 1994 Projects. In facilitating implementation of the programme, the DoHS has appointed service providers for the purpose of undertaking social facilitation in the following projects:

<b>POST-1994</b>			
<b>SERVICE PROVIDER</b>	<b>PROJECT NAME</b>	<b>REGISTER BACKLOG</b>	<b>REGISTERED</b>
<b>Early Moon Trading</b>	Ibisi Post 1994	25	0
<b>Early Moon Trading</b>	Ibisi Pre 1994	319	0
<b>Ganwa Consulting &amp; Development</b>	Ext 5&6	398	0
<b>Early Moon Trading</b>	Riverside- P1	27	0
<b>Early Moon Trading</b>	Clydesdale	151	0
<b>Early Moon Trading</b>	Riverside- P2	500	0

## **PROGRESS TO DATE**

The municipality has finalised collating information for dispute related issues for Ext 6. The municipality is currently organising a subcommittee meeting where all disputees will be called forward to ascertain their disputes and thereafter their matters will be presented to the municipal dispute resolution committee for adjudication.

## **Recommendations**

That the progress report on Title Deed Restoration Programme be noted by Standing Committee, EXCO and Council.



## **LAND TITLE ADJUSTMENT PROGRAMME.**

### **Purpose**

To present the report on Land Title Adjustment Programme for Umzimkhulu housing projects to be noted by the Standing Committee, EXCO and Council.

### **Background and reasoning**

Department of Rural Development and Land Reform had embarked on process to regulate the allocation or devolution of certain land or particularly farms, in respect of which one or more persons claim ownership, but do not have registered title deeds in respect thereof; and to provide for related matters.

### **PROGRESS TO DATE**

The municipality awaits confirmation of funding from the department which will be utilised to undertake the planning phase of the project. Also, the department is still battling with the commissioner to comply with SCM, however, the matter is being handled by the department to have all issues related to this matter sorted.

### **Recommendations**

That the progress report on Land Title Adjustment Programme for Umzimkhulu housing projects be noted by Standing Committee, EXCO and Council.

## **OPERATION SUKUMA SAKHE HOUSING PROJECT.**

### **Purpose**

To provide a progress report for Operation Sukuma Sakhe housing projects for noting by Standing Committee, EXCO and Council.

### **Background & reasoning**

The Department of Rural Development and Land Reform assisted the municipality in acquiring Developmental Right Agreement and subsequently were signed by the municipality and the department in order to continue with the OSS Programme. Appointments were issued by the Department of Human Settlement which authorises the contractor Isibani Sezwe Construction, Bathombe Construction and Chushisanani construction to commence with the construction.

### **PROGRESS TO DATE**

#### **Shaytay Trading 21 cc – ward 6:**

<b>MILE STONE</b>	<b>PROGRAMME</b>	<b>ACTUAL</b>	<b>DEFFERENCE</b>
<b>APPROVED BENEFICIARY</b>	40	40	
<b>SLABS</b>	40	5	23
<b>WALL PLATES</b>	40	1	27
<b>ROOF</b>	40	0	28
<b>COMPLETION</b>	40	12	28

Due to inability of the contractor to produce and meet expected level of work as per agreement, the contract between DOHS and the contractor has been terminated. Currently, the department is in the process of appointing a new IA who will continue with the work.

#### **Fezeka Business Services cc – Ward 3, 9, 17, 19 and 21:**

The service provider has commenced on site and has to date cut 18 platforms.

### Isibani Projects – Ward 21

The service provider has commenced on site and has completed 9 slabs to date. The service provider targets to have completed 10 wall plates by the 18 of October 2020.

### Recommendations

That the progress report on Operation Sukuma Sakhe housing projects be noted by Standing Committee, EXCO and Council.

## GIS UNIT REPORT FOR THE MONTH OF NOVEMBER 2020.

### GEOGRAPHIC INFORMATION SYSTEMS PROGRESS REPORT

#### Purpose

To report progress on the geographic information systems for noting

#### Background & reasoning

The following represents progress that has been achieved within the GIS Unit:

NAME OF PROJECT	BACKGROUND
Implementation of General Valuation Roll	The GIS unit extracted cadastral data per ward for Budget and Treasury.
IDP/SDF	The GIS unit is awaiting feedback comments from COGTA.
Housing Projects	The GIS unit provided the Housing unit with a map depicting encroachments at Carter Msomi.
GIS DATA	No new datasets have been received.
GIS Hardware	The tenders for the GPS and the Drone have been re-advertised.  The current plotter has broken down due to wear and tear.
GIS Software	The SLA for GIS software has been signed by both parties. Payment is being effected.
Building Plans Information Management System	There is an issue with the displaying of GPS coordinates of the applications. The service provider says that the issue has to do with our servers. Our IT is looking into it.  The close-out report was compiled by COGTA and has been duly signed by the municipality.
Acquisition of Land Zone 3 & 4	The scheduled community meetings for the community resolution have had to be postponed as the DRDLR official could not get authorisation to attend the meetings. An email was sent to DRDLR to determine when these meetings could be held but no response has been received.  The GIS unit forwarded an email requesting confirmation of ownership/vesting for farms in zone 2 and 3. However none of the requested farms belong to the state. The department has however stated that they are in the processes of surveying and framing diagrams for a number of State land parcels within the Province.  On the matter regarding Erf 175 Rietvlei, an email requesting an update on the site there has been sent but reply has been received.

<b>GIS TASKS &amp; DUTIES</b>	<p>The GIS unit has attended to data and map requests internally and externally. External clients are being charged for their maps and are duly paying for them. The unit also attended to various tasks and queries.</p> <p>The GIS unit generated a map for Ntsikeni Police Station depicting their policing area.</p> <p>The GIS unit provided Budget and Treasury with GPS coordinates of municipal facilities.</p> <p>The GIS unit extracted property ownership of neighbouring farms for Leratong Project at Koki.</p> <p>The GIS unit attended to a request from Cllr Lukakayi. The unit mapped land ownership and calculated the percentage of ownership (see annexure 1), the unit also generated ward maps of hydrological features per ward. The GIS unit has requested some information from the Department of Agriculture and Rural Development (DARD) in order to try and map fallow land with the municipality.</p> <p>The GIS unit converted the schemes to KML files and shared them with the Planning and Building unit. This will enable them to view zonings using Googlemaps.</p> <p>The GIS unit along with LED and Planning undertook a site visit to the Van Rank to verify and count the number of trading stalls, confirm informal traders without stalls.</p> <p>The GIS unit populated a spreadsheet from COGTA with the IDP projects GPS coordinates for 2019/2020 and 2020/2021 financial years. The information was emailed to them. The information was also provided to HGDM.</p>
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## ANNEXURES

Annexure 1: Umzimkhulu LM Ownership classification.

Annexure 2: Pie chart of Umzimkhulu LM Ownership classification as a percentage.

### Financial implications

- R496 000 Building Plans Information Management System
- R350 000 Plotter
- R150 000 Drone
- R100 000 GPS

### Recommendations

That the progress report on the geographic information system be noted by Standing Committee EXCO & Council.

Annexure 1

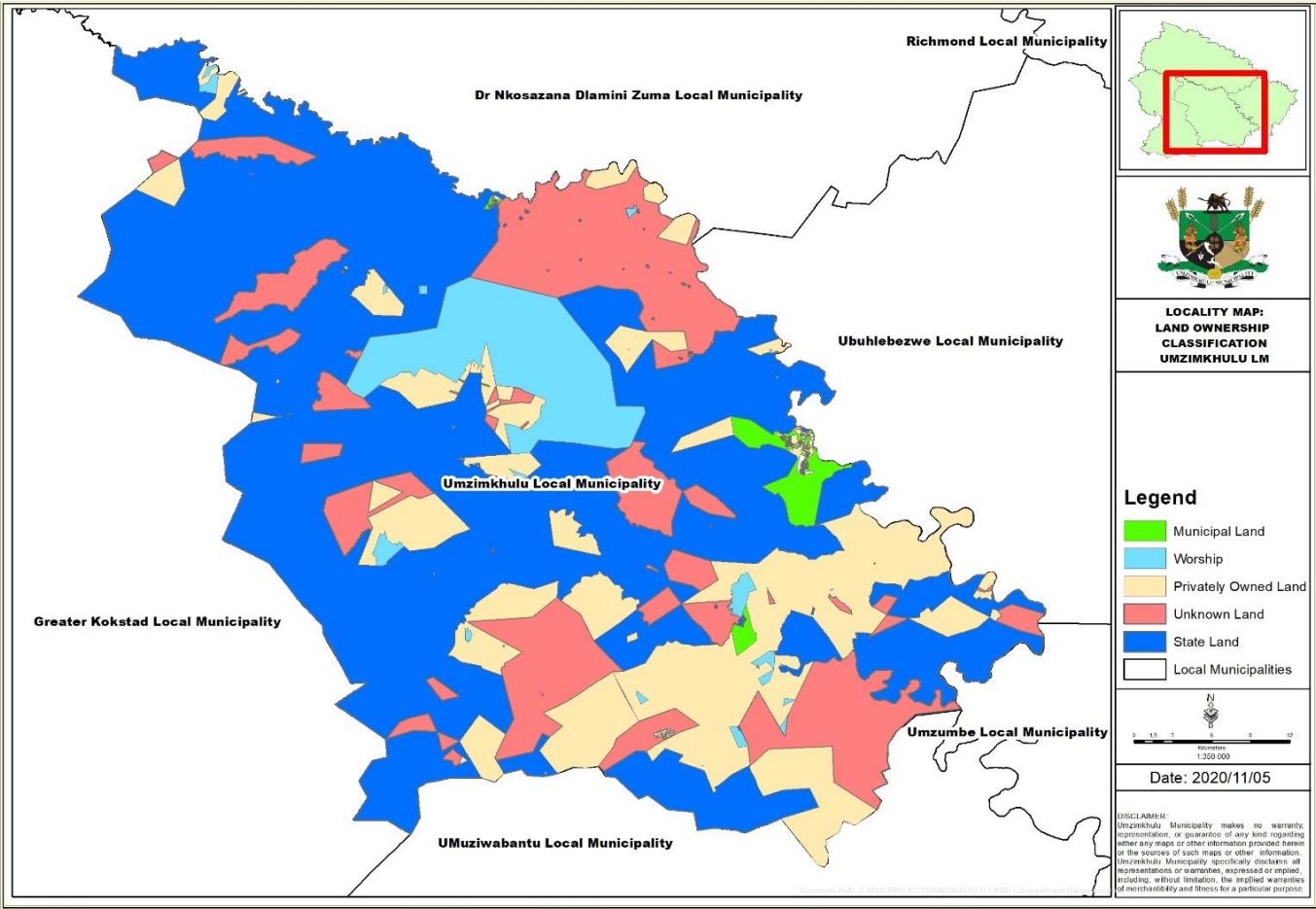


Figure 1: Umzimkhulu LM Ownership classification

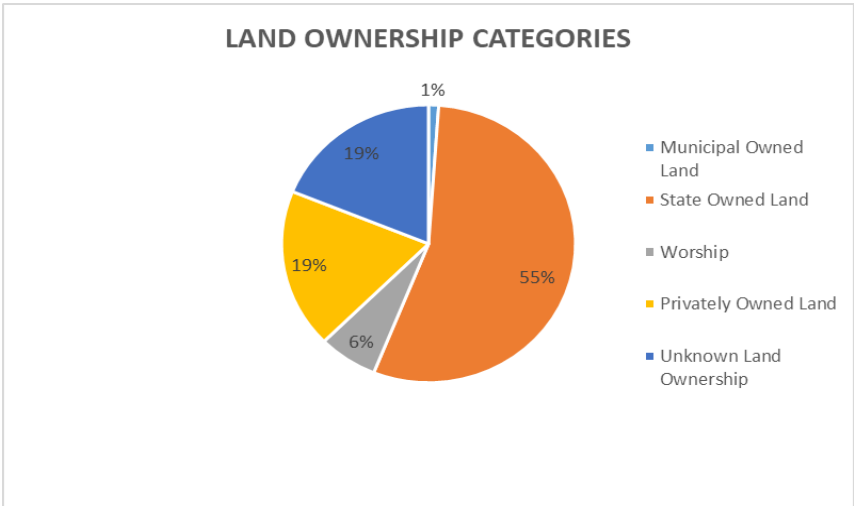


Figure 2: Pie chart of Umzimkhulu LM Ownership classification as a percentage

## LED PROGRESS REPORT FOR DECEMBER 2020

### Purpose

To present the progress on projects within UMzimkhulu Local Municipality.

### Background

This report provides progress on projects based in UMzimkhulu.

Project Name	Background And Progress	Interventions Required
1. LED Projects support and monitoring	<ul style="list-style-type: none"><li>The LED unit conducted a project mentoring at Sodibana agricultural Co-op (ward 17) on the 02 December 2020. The aim is to monitor the progress made by the project and identify the challenges facing the project. This project is made up of 8 community members from Mabhisana location (ward 14). They are currently planting cash crops. They never received external funding before. They have been funded by the municipality with fencing material in 2019/2020 financial year. The fencing process is completed by the project beneficiaries.</li><li>Four Feathers Poultry Co-op beneficiaries (ward 20) were trained by the LED unit on broiler production on the 14<sup>th</sup> December 2020. This enterprise was formed a group of 5 community members from Moyeni location with an aim of generating an income for themselves and take advantage of available target market. They never got external funding. The training covered planning of a broiler enterprise, preparations of poultry house prior placement of day old chicks, daily activities for broiler enterprise management, different types of broiler feed and feeding programme, vaccination programme and different types of broiler diseases. 5 project beneficiaries attended the training.</li><li>The LED unit assisted one crop-production Co-operative with the application process for Co-op certificate, the Co-op is from Sidungeni location (ward 07). The aim is to create legal entity with powers and responsibilities as prescribed in the amended Co-operatives Act 6 of 2013. Co-operative certificate is also required in the process of grants or loans application for funding purposes.</li></ul>	The report is submitted for information and noting.
3. Business Chamber meeting	<ul style="list-style-type: none"><li>The LED unit had a meeting with Business Chamber committee members on the 15<sup>th</sup> December 2020. The aim of the meeting was to make a follow up on the data report which was meant to be compiled by business chamber members from Umzimkhulu businesses about the negative impact the COVID-19 has had within Umzimkhulu business sector. The meeting also</li></ul>	The report is submitted for information and noting.

	discussed about the available economic sectors within Umzimkhulu and their representatives within the business chamber committee. As an outcome of the meeting it has been agreed that the LED unit will assist the Business Chamber to compile a report about the negative impact the COVID-19 has had to the business sector as the report is not yet available. The business chamber committee also emphasised that the structure is representing all available business sectors within Umzimkhulu.	
4.Awareness campaign	<ul style="list-style-type: none"> <li>The LED AND Tourism awareness campaign was held at Washbank community Hall (ward 20) on the 11<sup>th</sup> December 2020. The aim of the awareness campaign is to equip community members with knowledge and create awareness about the Municipality LED and tourism programmes as well as job opportunities that emanate from these programmes. The attendance from community members was good although all other stakeholders apologized.</li> </ul>	The report is submitted for information and noting.
5. Township and Rural Entrepreneurship Programme.	<p>The Programme is still open for applications as it is initiated by the Department of Small Business Development in co-operation with SEFA and SEDA</p> <p>The aim of the programme is to assist township and rural SMME's with funding for their businesses within the following sectors:</p> <ul style="list-style-type: none"> <li>Spaza shops</li> <li>Clothing and textile</li> <li>Bakeries and Confectioners</li> <li>Automotive aftermarkets support scheme</li> <li>Fruit and vegetables vendors</li> <li>Butcheries</li> <li>Informal and micro Restaurants, Tshisanyama and</li> <li>Personal care</li> </ul> <p>The office has received 171 applications as of to date.</p>	The report is submitted for information and noting.
4.Expanded Public Works Programme	<ul style="list-style-type: none"> <li>The EPWP programme for this new financial year commenced on the 1<sup>st</sup> October 2020 as it has been delayed due to COVID 19 outbreak and lockdown regulations. The following Five Co-operatives are registered for the programme: <ul style="list-style-type: none"> <li>✓ Ibisi agricultural Co-op (ward 11) = 9 beneficiaries</li> <li>✓ Vumasakhe agricultural Co-op (ward 08) = 6 beneficiaries</li> <li>✓ Zizabanye agricultural Co-op (ward 04) = 6 beneficiaries</li> <li>✓ Zululami agricultural Co-op (ward 01) = 6 beneficiaries</li> <li>✓ Ncedolwethu agricultural Co-op (ward 12) = 5 beneficiaries</li> </ul> </li> </ul>	The report is submitted for information and noting.

5. Business license and business regulations	<ul style="list-style-type: none"><li>• The office has approved 03 Business licenses and 03 Provisional licenses in December 2020:</li><li>• Top Classis Clothing Shop (Mall)</li><li>• Classic Hair Salon Studio (Mall)</li><li>• Classic Hair Salon Studio (Town)</li><li>• The following 03 have been approved unconditionally</li><li>• Emangunini Tavern (Ndawana)</li><li>• Emangunini Botle Store (Ndawana)</li><li>• Sivenathi Bottle Store (Ngunjini)</li></ul>	
6. Informal Traders Permit Renewal.	<p>As per operational plan the office has to open for new applications in the second quarter of the year according to the spaces available.</p> <p>✓ The office is still on the process of identifying trading sites for new applicants, this process will be finalized in January 2021 and then be issuing of permits will resume.</p> <p>The LED office has begun the process of trading permits, prioritizing Informal traders that have existing permits however failed to renew in June-July due to covid19. As mentioned previously the remainder of the permits will be issued in 2021 once trading sites have been identified.</p>	
7. Local Tourism Forum meeting	<ul style="list-style-type: none"><li>• The Local Tourism forum meeting for the month of December was held on the 09<sup>th</sup> at the Gateway tourism Centre.</li><li>• The structure members presented their reports, but unfortunately their reports were much more based on events.</li><li>• So due to COVID-19 regulations, most of these events cancelled.</li></ul>	This report is for noting
8. UMzimkhulu family funny day.	<ul style="list-style-type: none"><li>• UMzimkhulu municipality in partnership with Panda Mo entertainment group hosted a tourim awareness event at Ekuphumleni lodge on 19<sup>th</sup> of December 2020.</li><li>• The purpose was to entertain the family members, showcase and promote the craft product.</li><li>• The municipality supported the event by supplying a two pole tent, table and chairs.</li><li>• The event was successfully</li><li>• 41 adults and over 50 children were in attendance</li><li>• 5 businesses show cased their products</li></ul>	This report is for noting.

## LED PROGRESS REPORT FOR NOVEMBER 2020

### Purpose

To present the progress on projects within UMzimkhulu Local Municipality.

### Background

This report provides progress on projects based in UMzimkhulu.

Project Name	Background And Progress	Interventions Required
<p>2. LED Projects support and monitoring</p>	<ul style="list-style-type: none"> <li>The LED unit held a project meeting with project beneficiaries at Emasisweni baking Co-op (ward 15) on the 27<sup>th</sup> October 2020. The aim of the meeting was to make a follow up on the progress made by the project, identify, resolve problems and challenges facing the project. The project was funded by the municipality with Container and baking equipment in 2018/2019 financial year. The main challenge identified was the lack of unity among the project members and they do not have a working plan and constitution. The outcome of the meeting was to compile a constitution which will guide them as to how the enterprise should operate and how the project members should work.</li> <li>Dumanomuhu Poultry enterprise beneficiaries (ward 06) were trained by the LED unit on broiler production on the 04<sup>th</sup> November 2020. This enterprise was formed a group of 5 community members from Dumanomuhu with an aim of generating an income for themselves and take advantage of available target market. They never got external funding. The training covered planning of a broiler enterprise, preparations of poultry house prior placement of day old chicks, daily activities for broiler enterprise management, different types of broiler feed and feeding programme, vaccination programme and different types of broiler diseases. 5 project beneficiaries attended the training.</li> <li>The LED unit attended the department of agriculture and rural development (DARD) RASET virtual meeting. The aim of the meeting was to revive the RASET programme which aims to facilitate urgent change needed in the economy to eradicate poverty, reduce unemployment and inequality in accordance with the Nine Point Plan announced by President. The programme will now will be implemented by DARD supported by COGTA, EDTEA, District and local municipalities.</li> <li>Mfundweni Poultry enterprise beneficiaries (ward 13) were trained by the LED unit on broiler production on the 11<sup>th</sup> November 2020. This enterprise was formed a group of 6 community members from Mfundweni location with an aim of generating an income for themselves, create job opportunities and take advantage of available target market. They are currently raising 1000 birds per cycle. They never got external funding. The training was provide with an aim of assisting and empower the beneficiaries with knowledge and minimize the high experienced mortality rate for their Birds. The training covered planning of a broiler enterprise, preparations of poultry house prior placement of day old chicks, daily activities for broiler enterprise management, different types of broiler feed and feeding programme, vaccination programme and different types of broiler diseases. 3 project beneficiaries attended the training.</li> <li>The LED unit conducted a project mentoring at PNMK agricultural Co-op (ward 17) on the 18 November 2020. The aim is to monitor the progress made by the project and identify the challenges facing the project. This project was started by 5 members from Clydesdale in 2016, planting cash crops. They were never received external funding before. They have been funded by the municipality with fencing material in 2019/2020 financial year. The fencing process will commence in December 2020 as the project beneficiaries are currently busy planting Spinach and potatoes.</li> <li>The LED unit assisted two poultry Co-operatives and two crop-production Co-operatives with the application process for Co-op certificate, one poultry Co-op is from Riverside location (ward 02) and the other one is from Rhaloti location (ward</li> </ul>	<p>The report is submitted for information and noting.</p>



	10). One Crop Production Co-op is from new City (ward 16) and another one is from Mfulamhle location (ward 07). The aim is to create legal entities with powers and responsibilities as prescribed in the amended Co-operatives Act 6 of 2013. Co-operative certificate is also required in the process of grants or loans application for funding purposes.	
3. Spaza Support Programme	<ul style="list-style-type: none"> <li>• 10 Spaza shops were registered with CIPC as Companies</li> <li>• 18 Spaza owners have been enrolled into the mentorship programme covering the following: <ul style="list-style-type: none"> <li>i. Compliance with CIPC, SARS &amp; Labour (UIF) for registered companies</li> <li>ii. Money Management &amp; Bookkeeping</li> <li>iii. Customer Service</li> <li>iv. Marketing &amp; Sales</li> <li>v. Inventory Management</li> <li>vi. Business Operations</li> <li>vii. Occupational Health &amp; Safety</li> <li>viii. Facility Layout</li> </ul> </li> </ul>	
3. Township and Rural Entrepreneurship Programme.	<p>The Programme is initiated by the Department of Small Business Development in co-operation with SEFA and SEDA. The aim of the programme is to assist township and rural SMME's with funding for their businesses within the following sectors:</p> <ul style="list-style-type: none"> <li>• Spaza shops</li> <li>• Clothing and textile</li> <li>• Bakeries and Confectioners</li> <li>• Automotive aftermarkets support scheme</li> <li>• Fruit and vegetables vendors</li> <li>• Butcheries</li> <li>• Informal and micro Restaurants, Tshisanyama and</li> <li>• Personal care</li> </ul> <p>The office has received 171 applications as of to date.</p>	The report is submitted for information and noting.
4.Expanded Public Works Programme	<ul style="list-style-type: none"> <li>• The EPWP programme for this new financial year commenced on the 1<sup>st</sup> October 2020 as it has been delayed due to COVID 19 outbreak and lockdown regulations. The following three Co-operatives are registered for the programme: <ul style="list-style-type: none"> <li>✓ Ibisi agricultural Co-op (ward 11) = 9 beneficiaries</li> <li>✓ Vumasakhe agricultural Co-op (ward 08) = 6 beneficiaries</li> <li>✓ Zizabanye agricultural Co-op (ward 03) = 6 beneficiaries</li> <li>✓ Zululami agricultural Co-op (ward 01) = 6 beneficiaries</li> </ul> </li> </ul>	The report is submitted for information and noting.
5. Entsikeni Eco-Tourism Project Meeting	<ul style="list-style-type: none"> <li>• A trust meeting for the above project was held on the 04/11/2020 at Bomvini J.S.S.</li> <li>• The following stakeholders were part of this meeting, SEDA, Ezemvelo KZNwildlife-operations unit, Trust members and the local municipality.</li> <li>• The purpose was to introduce SEDA whom will assist to draft a capacity building training plan for the trust. Unfortunately, the trust is currently not registered with the Master of the High Court as it is legal required.</li> </ul> <p>The first step is to get the trust registered then on the other hand busy drafting the operational plan based on the gap analysis and assessment of the Trust. SEDA is busy liaising with the Master of the High Court in assistance with Ezemvelo KZNwildlife to fast track the issue of registration. This is an ongoing process.</p>	The report is submitted for information and noting.

	<ul style="list-style-type: none"> <li>• A second follow-up meeting was held on the 25<sup>th</sup> of November 2020 at Entsikeni Community hall.</li> <li>• The stakeholders present were EDTEA, Ezemvelo KZNwildlife Project unit, HGDA, Trust members, Liaison forum members and the local municipality.</li> <li>• The meeting resolved on the following resolutions: <ul style="list-style-type: none"> <li>➤ A task team has to be formed consisting one member from all of the stakeholders mentioned above to facilitate the issue of registration.</li> <li>➤ It's better to get a legal person to facilitate this issue of trust registration.</li> <li>➤ EDTEA together with Ezemvelo KZNwildlife must source a special funding for the costs of legal practitioner/lawyer.</li> <li>➤ As mentioned earlier an urgent capacity building training has to be organized for the trust, followed by bench marking exercise/excursion at Entselweni Nature reserve, which is a similar project but is doing very well.</li> </ul> </li> </ul>	
6. CTO Local Excursion	<ul style="list-style-type: none"> <li>• The Community Tourism Organisation visited all the establishments within the CBD area for the purpose of identifying and visiting tourism attractions and establishments within the area.</li> <li>• To encourage and initiate the visited tourism business to join and be active members of the CTO.</li> <li>• Also to try and assist the tourism business by identifying gaps or challenges which they may be having.</li> </ul>	This report is for noting

## BUDGET AND TREASURY OFFICE REPORT

### BUDGET AND TREASURY OFFICE FINANCIAL REPORT FOR 31 DECEMBER 2020

#### 1. BORROWINGS AND EXTERNAL INVESTMENTS REPORTS

On 31 DECEMBER 2020 the investments of council were as follows:

Financial Institution	Amount Invested	Monthly interest	Closing Balance
FNB CALL ACCOUNTS	R 220 872 101.92	R 256 903.71	R 221 129 005.63
NEDBANK (37165022759/05)	R 43 916 922.28	R 291 307.56	R 44 208 229.84
NEDBANK (37165022759/06)	R 31 810 144.77	R 20 626.26	R 31 830 771.03
<b>TOTAL</b>	<b>R 296 599 168.97</b>	<b>R 568 837.53</b>	<b>R 297 168 006.50</b>

#### 2. REVENUE COLLECTION

SOURCE OF REVENUE	AMOUNT RECEIVED
OWN REVENUE	R 1,847,110.02
GRANTS	R 96,386,000.00
<b>TOTAL</b>	<b>R 98,233,110.02</b>

#### OUTSTANDING DEBT TO BE COLLECTED

Please see a detailed debt collection overview report below

DECEMBER 2020	
DEBTORS RECONCILIATION	
Balance as per General Ledger	R 14,680,878.20
Total Consumer debtors balance outstanding	R 14,680,878.20
<b>DIFFERENCE</b>	<b>R 0.00</b>

DEBT BY CATEGORY		
TOWN		TOTAL
FET COLLEGE	R	275,958.24
NEW TOWN IN MNZ	R	-
TOWN - COMMERCIAL	R	409,113.21
SKOONPLAAS	R	280,755.44
MAJALDINI	R	593,100.81
COMMERCIAL FARMERS	R	116,399.72
SISULU	R	1,296,391.97
WHITE CITY	R	1,020,015.54
EXTENTION 6	R	3,022,008.05
DEPARTMENT OF TRANSPORT	R	-
PLACE OF WORSHIP	R	6,815.25
SECTION 14 EDUCATION DEPARTMNT	R	1,774,038.64
RURAL DEVELOPMENT & LAND REFOR	R	68,195.16
IBISI	R	2,031,137.73
CLYDESDALE	R	-650.00
REITVLEI	R	-756.21
RIVERSIDE AA	R	-275.67
EXTENSION 8	R	436,121.60
FARMERS	R	122,290.29
PUBLIC WORKS NATIONAL	R	-6,528.32
MUNICIPAL RENTAL	R	89,121.02
PUBLIC WORKS PROVINCIAL	R	3,236,760.74
SKIP WASTES	R	-93,189.71
DUMPING FEES	R	-38,442.50
RAILWAY	R	-
GOVERNMENT ON MUNICIPAL NAME	R	-1,376.81
ESKOM HOLDINGS	R	-112.08
TOWN RESIDENTIAL	R	29,955.63
PROVINCIAL PUBLIC WORKS REFUSE	R	10,427.31
DEPT EDUCATION REFUSE	R	1,406.19
DEPT OF TRANSPORT REFUSE	R	-550.00
NATIONAL PUBLIC WORKS REFUSE	R	2,746.96
<b>TOTAL</b>	<b>R</b>	<b>14,680,878.20</b>

#### TOP TWENTY DEBTORS

ACCOUNT NO	ACCOUNT HOLDER NAME	ERF NUMBER	OUTSTANDING TOTAL BALANCE
1073	BLY FAMILY TRUST -TRUSTEE	113	R 103,104.69
440	CHOOKIE REDMAN FAMILY TRUST-TRUSTEES	46	R 94,732.16
8431	CONCO MUSAWONKE RAYMO	237	R 51,320.00
9000320	GIWU SIMPHIWE SELBY	18224 PTN 3	R 50,371.35
9000333	MPAMBANE NOKWAZI	18224 PTN 16	R 46,222.26
8400	NONDABULA V.Z	233	R 30,801.36
7318	ENYUKA PROP HOLDINGS (PTY)LTD	735	R 27,631.49
2007	ALLY E.D.	252	R 26,833.26
190	NOLUTSHUNGU M.C	21	R 24,556.38
9002760	DREAMWORKS INV 121 PTY LTD	1607	R 18,016.24
471	MKULISI H M	49	R 13,578.62
546	MOOLA CASSIM	56	R 12,629.95
7290	MALANDA SERVICE STATION	726	R 11,447.48
5274	ESKOM HOLDINGS SOC LIMITED	2441	R 10,450.02
9000332	GIWU SIMPHIWE SELBY	18224 PTN 15	R 9,362.01
1531	MUNICIPALITY (HIV CENTRE)	155F	R 8,444.41
457	NGQULA LUCY T	47	R 7,668.83
8417	MR CONCO TRUST	235	R 6,412.98
514	CITOPIX CC	53	R 5,925.97
14122	MALANDA SC SIYABONGA CRYL	656	R 5,196.51

## CREDIT CONTROL AND DEBT MANAGEMENT REPORT

### DEBT PACK SYSTEM

#### Returned statements during the month

During the month of December 2020 we did not receive returned statement.

#### Debt pack System

During the month of the following credit control process were done as per attached spread sheet: Arrangements/AOD, reminder, Final demand, email sms, phone calls, continuous check of account status, final demand and sec 29 demand to be prepared, Report is attached for perusal.

#### INDIGENT REPORT FOR DECEMBER 2020

There are 0 approved indigent applicants for rates and refuse in the month of December 2020

There are 399 approved electricity applicants as at end December 2020

There is 01 pensioner applicant received as at end December 2020

There are 48 disqualified applicants in electricity indigent as at end December 2020

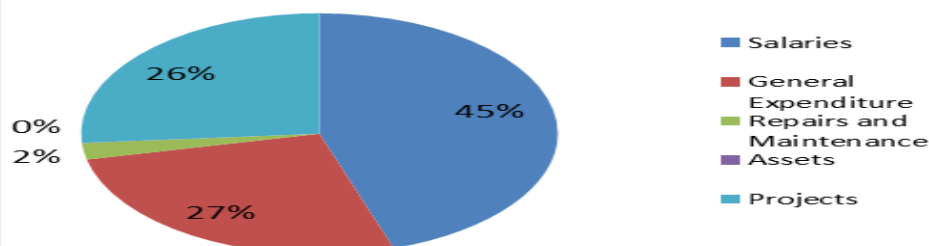
#### Indigent write offs for the month

Indigent write offs for December 2020 amounted to R0.00

### EXPENDITURE

#### EXPENDITURE REPORT FOR DECEMBER 2020

Salaries	R 12 124 526.08
General Expenditure	R 7 172 497.18
Repairs and Maintenance	R 595 635.31
Assets	R 7 853300
Projects	R 7 068 529.24
<b>Total Expenditure</b>	<b>R 26 968 720.81</b>



#### DEBIT ORDERS FOR DECEMBER 2020

<u>Payee</u>	<u>Amount</u>
VODACOM	R -272 125.45
AFRIHOST	R -350.00
SPEEDPOINT	R -993.22
TELKOM	R -4 751.25
FUEL	R -299 061.89

## GRANTS REPORT

GRANTS REGISTER AS AT DECEMBER 2020					
NAME OF THE GRANT	ALLOCATION FOR 2020/2021	OPENING BALANCE/ ROLL-OVER	GRANT RECEIVED TO DATE	EXPENDITURE TO DATE	UNSPENT GRANT/ROLL OVER
MUNICIPAL INFRASTRUCTURE	43 097 000.00		25 000 000.00	24 378 766.11	621 233.89
MIG: ROLL OVER		22 500 000.00		8 149 574.19	14 350 425.81
				-	
ELECTRIFICATION GRANT	6 000 000.00		6 000 000.00	7 524 077.31	-1 524 077.31
ELECTRIFICATION GRANT: ROLL OVER		12 016 561.04			12 016 561.04
				-	
FMG	1 900 000.00	0.00	1 900 000.00	1 309 657.91	590 342.09
				-	
EPWP GRANT	3 009 000.00	0.00	753 000.00	753 000.00	0.00
				-	
ARTS & CULTURE GRANT			1 816 000.00	1 461 094.77	354 905.23
				-	
SPORTS GRANT		13 544 012.24		8 692 789.82	4 851 222.42
HUMAN SETTLEMENT TITLE DEEDS GRANT		965 270.11		0.00	965 270.11
DISASTER MGT GRANT (COVID 19)		442 827.00	-	98 992.30	343 834.70
TOTAL		49 468 670.39	35 469 000.00	52 367 952.41	32 569 717.98

## SUPPLY CHAIN REPORT

### Procurement Threshold

#### **Level 1 Petty Cash: R0-R500 per transaction**

During the month of Mayan amount of **R 3 583.50** was utilized for Petty cash purchases.

#### **Level 2 Purchase Orders: R500.01-R30 000.**

During the month of **December** an amount of **R 59 143.14** was utilized for purchases in this level

#### **Level 3 Notice board advert: R30 00.01- R200 000**

During the month of **December** an amount of **R 0.00** was awarded towards this level

#### **Level 4 Competitive Bidding: R200 001 and above**

During the month of **December** an rates of **R 411 733.54 & R 5500 per month** was awarded towards this level

Purchase orders for **Destination Travel** **R 21 008.00**

### **Outstanding Commitments**

During the month of December there are outstanding commitments that amounts to

**R 53 583.18**

Destinations Travel R 0.00

General R 53 583.18

### **Breakdown for general orders**

Order No.	Creditor Name	Function	Total Amount	Status
32051	AMComms the-can-do company	Finance: Budget and Treasury Office (400)	5,830.11	OPEN
32047	BEHLA CATERING AND PROJECTS	Community Halls and Facilities: Community	8,500.00	OPEN
32046	KUSACHUMA (PTY) LTD	Community Halls and Facilities: Community	4,240.00	OPEN
32045	NASHUA MARITZBURG	Community Halls and Facilities: Community	8,356.48	OPEN
32044	Nceba-mbalwa construction and	Community Halls and Facilities: Community	22,440.00	OPEN
32043	AMComms the-can-do company	Roads: Roads	4,216.59	OPEN

### **Specification**

**Specification that were held during the month of December 2020**

None

### **Tenders / Quotations on Advert**

None

### **Re-Advertised Tenders / Quotations**

Project Name	Dates advertised	Reason for Re-Advert
Supply and Delivery of sewing machines, fabrics and training	07/12/2020	Non-compliance of service providers

### **Projects advertised on CIDB and E-Tender Portal**

N/A

### **Website publications of closed tenders**

Project Name	Closing Date	Date of Email
Upgrade of pound kraal at municipal pound	04/12/2020	07/12/2020
Supply and deliver of fencing material for ward 21	04/12/2020	07/12/2020
Consultant to review tourism development strategy	04/12/2020	07/12/2020
Supply and delivery of 20 waste skips	04/12/2020	07/12/2020
Supply and delivery of new shipping container with baking equipment for ward 13	04/12/2020	07/12/2020

### **Tenders / Quotations that are on the Evaluation process:**

Project Name	Closing date	Proposed date for the Evaluation
Pipe Unblocking for Umzimkhulu Internal roads zone 1	09/10/2020	27/01/2021
Pipe Unblocking for Umzimkhulu Internal roads zone 2	09/10/2020	27/01/2021
Pipe Unblocking for Umzimkhulu Internal roads zone 3	09/10/2020	27/01/2021
Pipe Unblocking for Umzimkhulu Internal roads zone 4	09/10/2020	27/01/2021
Pipe Unblocking for Umzimkhulu Internal roads zone 5	09/10/2020	27/01/2021
Repairs and Maintenance of Headwalls zone 1	09/10/2020	03/02/2021
Repairs and Maintenance of Headwalls zone 2	09/10/2020	03/02/2021
Repairs and Maintenance of Headwalls zone 3	09/10/2020	03/02/2021
Repairs and Maintenance of Headwalls zone 4	09/10/2020	03/02/2021
Repairs and Maintenance of Headwalls zone 5	09/10/2020	03/02/2021
Supply, Delivery and Set-up Plotter Machine	09/10/2020	10/02/2021
Supply and Delivery of Furniture	09/10/2020	10/02/2021

Provision of Advertising Agent Services	16/10/2020	10/02/2021
Pauper Burial Service Provider	16/10/2020	10/02/2021
Provision of Security Services	30/10/2020	27/01/2021
Handling of Legal Matters	30/10/2020	17/02/2021
Supply and Delivery of day Old Chicks and Inputs	06/11/2020	17/02/2021
Procurement of Fire Arms	06/11/2020	17/02/2021
Supply and Delivery of Landfill Compactor Dozer	06/11/2020	17/02/2021
Repairs and Maintenance of Delamuzi Sportsfield	13/11/2020	17/02/2021
Repairs and Maintenance of Madakeni Sportsfield	13/11/2020	17/02/2021
Repairs and Maintenance of Mountain Sportsfield	13/11/2020	17/02/2021
Supply and Delivery of Traffic Uniform	13/11/2020	24/02/2021
Ward Councillor Training	20/11/2020	24/02/2021
Supply and Delivery of Rangers Uniform	24/11/2020	24/02/2021
Consultants to Review Development Strategy	04/12/2020	24/02/2021
Supply and Delivery of Shipping Container with Baking Equipment for ward 12	04/12/2020	24/02/2021
Upgrade of Pound Kraal at Municipal Building	04/12/2020	03/03/2021
Supply and Delivery of Fencing Material for ward 21	04/12/2020	03/03/2021
Supply and Delivery of 20 Waste Skips	04/12/2020	03/03/2021
Supply deliver and set-up GPS Unit	04/12/2020	03/03/2021
Supply and delivery of Sewing Machines and Fabrics and Training	21/12/2020	03/03/2021

#### **Evaluated Projects**

PROJECT NAME	SERVICE PROVIDER	PROJECT AMOUNT/ RATE	RESPONSIBLE DEPARTMENT	EVALUATION DATE
Re-Appointment for Surfacing of Ibisi Road Phase 4	SSR Security t/a Mahlubi Plant Hire	R13 040 913.88	I & E	07/12/2020
Travel Agent	There was no recommendation since none of the service providers met the minimum threshold		BTO	07/12/2020

#### **Projects to be re-advertised**

Project Name	Reasons for the Re-advert
Construction of New Municipal Office Building Phase 1	Non - compliance of Tender Document
Cash in transit	Service provider did not meet SCM Compliance
Supply and Delivery of Parkhome	Service provider did not meet SCM Compliance
Travel Agent	Service provider did not meet SCM Compliance and some did not meet Minimum threshold on Functionality

#### **Adjudicated Projects**

PROJECT NAME	SERVICE PROVIDER	PROJECT AMOUNT/ RATE	RESPONSIBLE DEPARTMENT	EVALUATION DATE
Supply, Deliver and Installation of Credit Control and Debt Management System (36 months Contract)	Debt Manager (PTY) LTD	Rates	BTO	10/12/2020



Re-Appointment for Surfacing of Ibisi Road Phase 4	SSR Security t/a Mahlubi Plant Hire	R13 040 913.88	I & E	10/12/2020
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#### **Projects on Intention to Award**

PROJECT NAME	SERVICE PROVIDER	PROJECT AMOUNT/ RATE	RESPONSIBLE DEPARTMENT	INTENTION DATE
Upgrade of Ngqumarheni Low Level Bridge	Mndayi Civils	R885 247.54	I & E	07/12/2020
Upgrade of Ngunjini to Driefontein Low Level Bridge	Mndayi Civils	R885 247.54	I & E	07/12/2020
Supply, Deliver and Installation of Credit Control and Debt Management System (36 months Contract)	Debt Manager (PTY) LTD	Rates	BTO	14/12/2020
Re-Appointment of Surfacing of Ibisi Roads Phase 04	SSR Security t/a Mahlubi Transport & Plant hire	R13 040 913.88	I & E	14/12/2020

#### **Appointed Projects**

PROJECT NAME	SERVICE PROVIDER	PROJECT AMOUNT/ RATE	RESPONSIBLE DEPARTMENT	APPOINTMENT DATE	LOCALITY
ECO for Local Integrated Public Facility	Enviropro Environmental Consulting	R5 500 per month	I & E	08/12/2020	Kloof
Supply Deliver and Maintain Airconditioners	Ithemba lempumelelo Construction t/a Dr Cool	R411 733.54 (Rates)	Corp	15/12/2020	Margate

#### **Projects awarded on CIDB and E-Tender Portal**

None

#### **Local Content Projects Reported to DTI**

N/A

#### **Website publication of awarded tenders**

Publication of awarded tenders & quotations	17/12/2020
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#### **Deviations from SCM Procedure / Regulations**

During the month of December there were no deviations on SCM Procedures when acquiring good and services.

#### **Submission by suppliers updating information and CSD registered suppliers to date**

CSD Registered Suppliers	4 6439
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#### **Service Providers Working for the State**

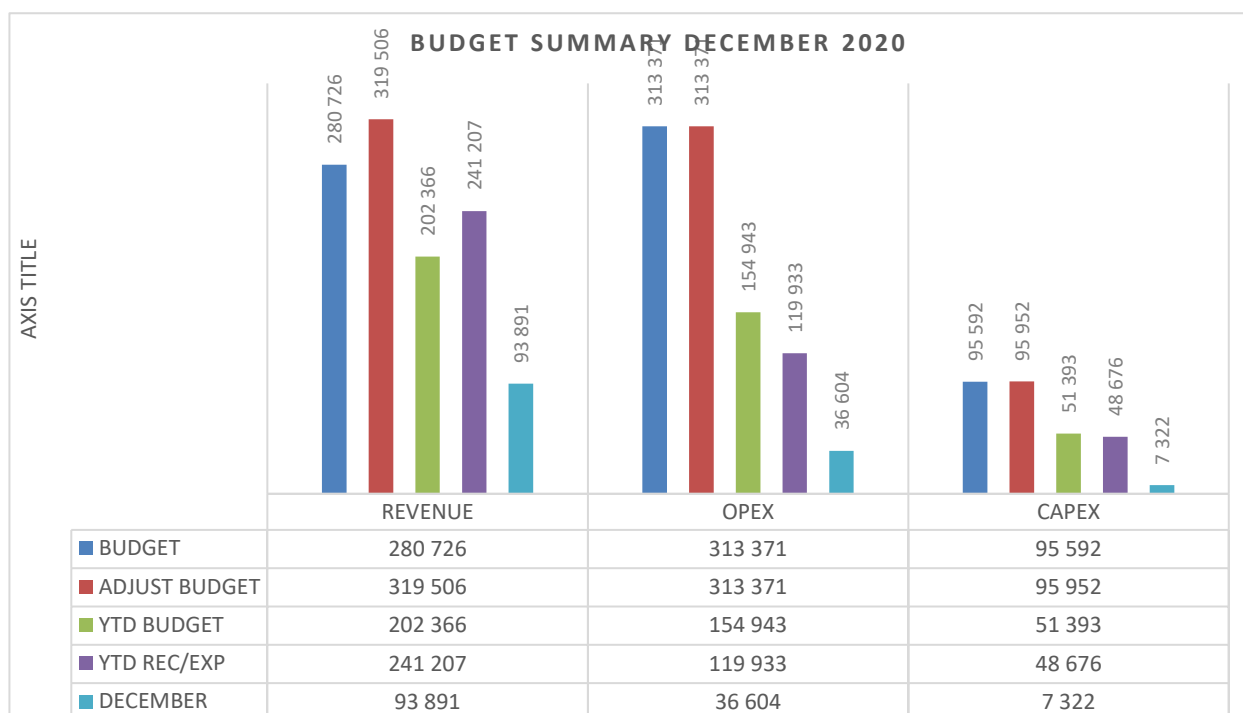
Verification on supplier's application are conducted as per submission and on the information submitted by suppliers to register and updated information. There were no suppliers that works for the state.

#### **Declaration by Service Provider**

There were no declaration on the month of December

#### **BUDGET REPORT**

#### **BUDGET PERFORMANCE ANALYSIS**



## Financial Position

**Current assets** include cash and those assets which can be easily converted into cash within a short The **CURRENT RATIO** up to date for the municipality is **6:1**. This shows that the municipality's **current assets** of **R322 million** up to date can be able to pay the municipality's **current liabilities** of **R47 million**. This is an indication that the Municipality is liquid and has the ability to pay its current obligations in time and when they become due period of time, generally, one year, such as marketable securities or readily realizable investments, bills receivables, sundry debtors, (excluding bad debts or provisions), inventories, work in progress, etc. Prepaid expenses should also be included in current assets because they represent payments made in advance which will not have to be paid in near future.

**Current liabilities** are those obligations which are payable within a short period of time generally one year and include outstanding expenses, bills payable, sundry creditors, bank overdraft, accrued expenses, short term advances, income tax payable, dividend payable, etc. However, sometimes a controversy arises that whether overdraft should be regarded as current liability or not. Often an arrangement with a bank may be regarded as permanent and therefore, it may be treated as long term liability. At the same time the fact remains that the overdraft facility may be cancelled at any time. Accordingly, because of this reason and the need for conversion in interpreting a situation, it seems advisable to include overdrafts in current liabilities.

## Cash Flow Position

At the beginning of the financial year the municipality had Cash/Cash equivalents amounting to **R246 million**, and after the inflows and outflows of cash the municipality has got **R321 million** up to date. This shows that the municipality is financially able to finance its operations.

The Cash Flow is a summary of all the transactions that affect cash. It shows how the cash moved during the period. The term cash as used in the statement of cash flows refers to both cash and cash equivalents. Cash flow statement provides relevant information in assessing a company's liquidity, quality of earnings and solvency.

## BUDGET PROCESS PLAN IMPLEMENTATION AS AT 31 DECEMBER 2020

### PROCESS FOR THE BUDGET 2020/2021

Activity	Achieved / Not Achieved	Reason for not achieved
Internal Engagements on Adjustment budget.	Achieved	N/A
Submit monthly report on the budget to the mayor, treasury and national treasury – within 10 working days of the start month including mSCOA portal upload.	Achieved	N/A
Commence preparation of departmental operational plans and service delivery and budget implementation plan aligned to strategic priorities in IDP and inputs from other stakeholders including government and bulk service providers (and NER) if any.	Achieved	N/A
Consider monthly (section 71) report, review implementation of budget and service delivery and budget implementation plan, identify problems and amend or recommend appropriate amendments. Submit report to council and make public any amendment to the SDBIP – due end of month	Achieved	No Amendments

DASHBOARD BUDGET REPORT 2020/2021 Wednesday, January 13, 2021				
	Yearly Budget 2020/2021	Monthly Budget	December	Variance
<b>REVENUE</b>				
Property rates	9,236,767	366,434	361,196	99%
Service charges - refuse revenue	2,753,127	229,428	240,880	105%
Rental of facilities and equipment	578,962	48,247	46,669	97%
Interest earned - external investments	11,054,951	921,246	711,719	77%
Interest earned - outstanding debtors	505,100	42,084	48,303	115%
Fines	652,500	54,375	236,870	436%
Licences and permits	50,000	4,167	-1,668	-40%
Agency services	1,200,000	100,000	139,347	139%
Proceeds on disposal of assets				
<b>Transfers Grants Receipts- operational</b>	<b>209,938,000</b>	<b>68,500,751</b>	<b>86,386,000</b>	126%
Local Government Equitable Share	202,075,000	68,500,751	86,386,000	126%
Finance Management	1,900,000			
EPWP Incentive	3,009,000			
Community Library Services Grant	911,000			
Provincialisation of Libraries	905,000			
Human Settlement Title Deeds	1,138,000			
Disaster Relief - Covid-19				
Development Planning Title Deeds				
Sport Facility Grants				
<b>Transfers Grants Receipts- Capital</b>	<b>43,097,000</b>	<b>10,000,000</b>	<b>10,000,000</b>	100%
Municipal Infrastructure Grant (MIG)	43,097,000	10,000,000	10,000,000	100%
Integrated National Electrification Programme				
Municipal Plans Management System Grant				
Sport Facility Grants				
Other revenue	1,659,350	160,819	63,796	40%
<b>Total Revenue</b>	<b>279,525,757</b>	<b>80,427,551</b>	<b>98,233,112</b>	122%
<b>EXPENDITURES</b>				
Employee related costs	108,834,364	11,307,590	10,757,914	95%
Remuneration of councillors	18,316,183	1,526,347	1,366,614	90%
Debt impairment	2,618,000	38,888	-	
Depreciation & asset impairment	56,692,976	4,724,415	18,711,341	396%
Finance charges				
Other Materials	6,550,000	1,050,000	77,413	7%
Contracted services	72,761,000	11,000,384	3,571,033	32%
Transfers and grants	150,000	-	-	
Other expenditure	47,448,000	3,855,283	3,524,049	91%
Repairs and Maintenance	19,760,000	1,646,667	595,635	36%
<b>Total Expenditure</b>	<b>333,130,523</b>	<b>35,149,574</b>	<b>38,603,999</b>	110%
<b>Transfers recognised - Operational</b>	<b>209,938,000</b>	<b>70,103,361</b>	<b>86,900,650</b>	124%
Local Government Equitable Share	202,075,000	68,500,751	86,386,000	126%
Finance Management	1,900,000	150,479	157,455	105%
EPWP Incentive	3,009,000	1,353,005	-	
Community Library Services Grant	911,000	41,299	251,038	608%
Provincialisation of Libraries	905,000	57,827	106,158	184%
Human Settlement Title Deeds	1,138,000			
Disaster Relief - Covid-19				
Development Planning Title Deeds				
Receipts from Household and Private Enterprise				
<b>Transfers recognised - capital</b>	<b>43,097,000</b>	<b>4,034,379</b>	<b>3,081,258</b>	76%
Municipal Infrastructure Grant (MIG)	43,097,000	4,034,379	3,081,258	76%
Integrated National Electrification Programme				
Sport Facility Grants				
Internally Generated Fund	52,495,000	4,730,000	4,240,867	90%
<b>Total Expenditure</b>	<b>428,722,523</b>	<b>43,913,953</b>	<b>45,926,124</b>	105%
<b>Surplus/(Deficit)</b>	<b>-149,196,766</b>	<b>36,513,598</b>	<b>52,306,988</b>	143%

## REPORT ON ASSETS FOR THE YEAR ENDED 31 DECEMBER 2020

### STATUS OF THE REPORT

## PURPOSE

Report to Finance Committee Sec 71 reports as per MFMA

## BACKGROUND AND REASONING

The Municipal Manager, as Accounting Officer of the Municipality, is required by Section 71(1) of the Municipal Finance Management Act to submit a report in a prescribed format to the Mayor within 10 working days after the end of each month on the state of the Municipality's Assets.

### Summary of Fixed Asset Register

All municipal Assets existing, newly purchased and newly constructed are insured with Lateral Unison Insurance Broker, the current Municipal Insurer.

ASSETS	DECEMBER 2020 O/B	ADDITIONS	OTHER CHANGES/MOVEMENT	DECEMBER 2020 C/B
LAND	9, 104, 000	0	0	9, 104, 000
BUILDING	48, 244, 159	0	0	48, 244, 159
INVESTM PROPERTY	31, 802, 115	0	0	31, 802, 115
INFRASTRUCTURE	466, 115, 621	0	0	466, 115, 621
COMMUNITY	159, 102, 641	0	0	159, 102, 641
HERITAGE ASSETS	432, 000	0	0	432, 000.00
OTHER ASSETS	61, 337, 742	7, 533	0	61, 345, 275
ASSETS UNDER CONSTRUCTION	92, 640, 059	9, 894, 257	0	102, 534,316
INTANGIBLE ASSETS	2, 554, 873	0	0	2, 554, 873
	<b>871, 332, 852</b>	<b>9, 901, 790</b>	<b>0</b>	<b>881, 234, 642</b>

### Capitalised Project

There were no projects that have been capitalised this month.

### Intangible Assets Capitalised

There is no Intangible Asset capitalised this month.

### Other Fixed Assets Additions

Project / Assets	Amount
COMPUTER SWITCH	R 7, 533.00

### Insurance Claims & Covers

1 asset was procured and covered this month.

### Assets Written -Off

There are no assets that need to be written-off this month.

### Interdepartmental Transfer of Assets

There were no assets transferred in this month.

### Donations Received

There were no donations received in this month.

### Financial Implications

New assets for the month amounted to: R 9, 901, 790

- Buildings R 0
- Other Fixed Assets R 7, 533

- Intangible Assets R 0
- Roads R 0
- Work in progress R 9, 894, 257

### **DEPRECIATION FOR THE MONTH**

Depreciation for the month is R 3 170 494

<b>CATEGORIES</b>	<b>DEPRECIATION</b>
Building	97 630
Investment Properties	2 562
Infrastructure	1 977 756
Community Assets	431 006
Other Fixed Assets	621 981
Intangible Assets	39 559
	<b>3 170 494</b>

December Monthly Report- Contracts Management											
APPOINTED BIDDER	DESCRIPTION OF GOODS/SERVICES/PROJECTS	CONTRACT VALUE AS PER CONTRACT	CONTRACT AMOUNT PAID	BALANCE OF CONTRACT VALUE	CONTRACT START DATE	CONTRACT END DATE	CONTRACT DURATION IN MONTHS	CONTRACT STATUS	CONTRACT EXTENSION PERIOD IN MONTHS	CONTRACT EXTENSION VALUE	COMMENTS
MUNSOFT (PTY) LTD	MUNICIPAL FINANCIAL SOFTWARE LICENSE, SUPPORT AND MAINTENANCE	R 887.38 774	R 887.38 774	R -	01 07 2017	2021 06 30	48	CURRENT	0	R -	The contract is on-going and there are no challenges reported
NDLALA MASS VALUATION SERVICES	GENERAL VALUATION AND PREPARATION ROLL FOR IMPLEMENTATION 1 JULY 2017 AND PREPARATION AND UPDATING OF THE VALUATION ROLL	R 380.00 1 839	R 620.90 1 735	R 759.10 103	01 03 2017	2023 06 30	76	CURRENT		R -	The contract is on-going and there are challenges that are being reported , like they take time to execute asked tasks
TSHANI CONSULTING CC	TOWNSHIP ESTABLISHMENT FOR A REMAINDER PORTION OF ERF 152 IN UMZIMKHULU (MANKOFU)	R 878.00 709	R -	R 878.00 709			0			R -	The contract have re-commenced and there are no challenges reported
Umpisi Consulting	MIG PROGRAMME MANAGER 2017 TO 2020- WARD 14	R 777.42 890	R 176.55 712	R 600.87 178							The contract is on-going , It was extended till the service provider is done managing current contractors , It will cease to exist around July
	MIG PROGRAMME MANAGER 2017 TO 2020-NMZ ROADS WARD 16 PHASE 4	R 716.12 1 031	R 030.41 528	R 685.71 503							

MIG PROGRAMME MANAGER 2017 TO 2020-WARD 17	R 839 199.22	R 333 133.31	R 506 065.91
MIG PROGRAMME MANAGER 2017 TO 2020-WARD 07	R 966 113.31	R 331 238.86	R 634 874.45
MIG PROGRAMME MANAGER 2017 TO 2020- CONSTRUCTION OF SMME HUB PHASE 2	R 230 413.85	R 93 744.26	
MIG PROGRAMME MANAGER 2017 TO 2020-WARD 21	R 747 975.90	R 256 448.88	R 491 527.02
MIG PROGRAMME MANAGER 2017 TO 2020-WARD 22	R 749 764.89	R 257 056.08	R 492 708.81
MIG PROGRAMME MANAGER 2017 TO 2020- WARD 03	R 596 237.73	R 257 056.08	R 339 181.65
MIG PROGRAMME MANAGER 2017 TO 2020- NONGINGQA COMMUNITY HALL WARD 04			
MIG - SURFACING OF IBIS ROAD PHASE 04	2106046.53	R 631 813.96	R 1 474 232.57
MIG-NGUNJINI ACCESS ROAD	706767.02	R 369 847.90	R 336 919.12
MIG-MATSHENI ACCESS ROAD	547337.53	R 188 831.45	R 358 506.08
MIG-GCEBENI ACCESS ROAD	561170.63	R 234 840.09	R 326 330.54

	MIG-WASHBANK ACCESS ROAD	719703.4	R 215 911.02	R 503 792.38							
	MIG-			R -							
MATTHEW FRANSIS INC.	HANDLING OF LEGAL MATTERS	R 1 719 235.70	R 1 645 694.70	R 73 541.00	2018 02 15	2021 02 14	36	CURRE NT		R -	The contract is on-going and there are no challenges reported and it will cease to exist on the February 2021
DELTA BUILT ENVIRONMENT CONSULTAN TS	PROFESSIONAL ASSESSMENT FOR REHABILITATION/UP GRADE OF MUNICIPAL BUILDING OFFICES	R 2 166 000.00	R 1 925 100.00		01 05 2018	2021 04 30	36	CURRE NT		R -	The contract is on-going and there are no challenges reported
DATA CENTRIX (PTY) LTD	SUPPLY AND DELIVERY OF SOFTWARE/APPLICA TION LICENSES	R 885 500.00	R 486 157.06	R 399 342.94	2018 06 01	2021 05 30	36	CURRE NT		R -	The contract is on-going and there are no challenges reported
LATERAL UNISON INSURANCE BROKERS	PROVISION OF INSURANCE SERVICES (5 YEARS CONTRACT)	R 3 525 873.20	R 3 525 873.20	R -	2018 07 01	2023 06 30	60	CURRE NT			The contract is on-going and there are no challenges reported
LELETHU CONSULTAN TS	CONSTRUCTION OF WARD 13 SPORTFIELD	R 6 885 064.73	R 6 204 780.14	R 54 369.61	2018 08 23	2020 10 02	25	CURRE NT	18	R 962 881.00	The project is awaiting to be declared complete
UMPISI EGXENI CONSORTIU M	IMPLEMENTING AGENT: DEVELOPMENT OF HARRY GWALA REGIONAL MULTI- PURPOSE SPORTS COMPLEX	R 11 064 290.83	R 6 504 232.08	R 3 554 214.13	2018 09 01	2023 09 01	60	CURRE NT		R -	The contract is on-going and there are no challenges reported
Sage (VIP)	PAYROLL SERVICES	R 179 829.00	R 179 829.00	R -	22 02 2020	2021 02 21	12	CURRE NT		R -	The contract is on-going and there are no challenges reported , and it shall cease in February 2021



FIRST NATIONAL BANK	PROVISION OF BANKING SERVICES	R 1 063 445.23	R 1 063 445.23	R -	2018 09 03	2023 09 02	60	CURRENT		R -	The contract is on-going and there are no challenges reported
CME PROPERTIES T/A EMC MOTORS	MAINTENANCE AND REPAIRS OF MUNICIPAL FLEET, PLANT AND MACHINERY	R 3 182 448.11	R 3 182 448.11	R -	2019 01 14	2022 01 13	36	CURRENT		R -	The contract is on-going and there no challenges reported
DR T. M. NZIMANDE	GENERAL MEDICAL PRACTITIONER	R 1 566 912.67	R 1 566 912.67	R -	2019 05 02	2022 04 30	36	CURRENT		R -	This contract is to be terminated and the main service provider is no longer alive
Eviro -Pro	POOL OF CONSULTANTS: ENVIRONMENTAL IMPACT ASSESSMENT WITH ASSOCIATED SPECIALIST STUDIES AND ENVIRONMENTAL COMPLIANCE AUDITING		R 61 730.00	R -61 730.00	2019 06 03	2022 06 02	36	CURRENT		R -	The contract is on- going and there are no challenges reported
SHEMUNTU AND SONS	HONEY SUCKING AND SEWER LINE UNBLOCKING	R 900 000.00	R 899 999.99	0.01	13 05 2019	2022 05 12	36	CURRENT		R -	The contract is on-going and there no challenges reported
THE DOCUMENT WAREHOUSE	SECURE OFF-SITE STORAGE	R 31 983.24	R 31 983.24	R -	2019 06 04	2024 06 03	60	CURRENT		R -	The contract is on-going and there are no challenges reported
HTB CONSULTING	ICT AUDIT SERVICE PROVIDER	R 482 323.80	R 421 160.70	R 61 163.10	2019 07 15	2022 07 14	36	CURRENT		R -	The contract is on-going and there are no challenges reported
GOLDEN REWARDS 1420 CC	REHABILITATION OF MUNICIPAL BUILDINGS	R 1 786 356.87	R 831 252.43	R 955 104.44	2019 10 11	2020 03 10	5	CURRENT		R -	The contract has been placed on abeyance , The elevator has since been delivered and installed and this project is expected to be complete before the end February 2021
SSR SECURITY T/A MAHLUBI TRANSPORT	SURFACING OF UMZIMKHULU TOWNSHIP ROADS - WARD 16 PHASE 4	R 8 597 634.31	R 6 036 394.48	R 1 779 636.71	2019 10 14	2020 08 26	10	EXPIRED	1	R -	The project is estimated to be around 95% and they are currently busy with side walkings ( Paving )

INFINITY ALLIANCE	PROVISION OF STREETLIGHTS IN CBD AND TOWNSHIP WARDS 2,11,12 &16(POOL)	R 446.43 224	R 446.43 224	R -	2019 10 30	2021 03 15	17	CURRENT	5	R -	The contract is on-going and the contract has been extended
IZINGODLA ENGINEERING	RURAL ELECTRIFICATION FOR WARDS 4,9,13,14 & 18 (POOL)	R 000.01 507	R 000.01 507	R -	2019 10 18	2021 04 24	18	CURRENT	6	R -	The project is on-going and the contract has been extended
GIYA TRADING 5CC	PROVISION OF CLEANING SERVICES	R 000.00 9 000	R 902.96 864	R 097.04 8 135	2019 11 04	2021 11 03	24	CURRENT		R 632.20 291	The contract is on-going and there are no challenges reported
BRIGHT PICTURES	SUPPLY AND DELIVERY OF IDP GROCERY	R 216.00 493	R 216.00 493	R -	2019 10 21	2020 11 30	13	EXPIRED		R -	The contract has since been completed , Therefore it ceased to exist
BRIGHT PICTURES	PROVISION OF AUDIO & VIDEO SERVICES	R 600.00 409		R 600.00 409	2019 10 21	2022 10 20	36	CURRENT		R -	The contract is on-going and there are no challenges reported
AFRISCOST	PROVISION OF QUANTITY SURVEYING SERVICES	R 039.20 141	R -	R -	2019 11 11	2022 11 11	36	CURRENT		R -	The contract is on-going and there are no challenges reported
MTSWAKO OFFICE SOLUTION (PTY) LTD	PROVISION OF MULT-FUNCTIONAL PRINTERS	R 643.60 768	R 643.60 768	R -	2019 12 18	2022 12 10	36	CURRENT		R -	The contract is on-going and there are no challenges reported
SANGE INSTITUTE OF OCCUPATIONAL SAFETY & HEALTH	HAZARD IDENTIFICATION AND ASSESSMENT RISK SYSTEM	R 400.00 1 283	R 180.00 981	R 220.00 302	2020 02 10	2022 02 09	24	CURRENT		R -	The contract is on-going and there are no challenges reported
BOBOSHE TRADING ENTERPRISE	CONSTRUCTION OF WARD 07 SPORTS FIELD	R 782.10 6 661	R 088.05 3 343	R 077.50 2 713	2020 02 04	2020 10 03	8	CURRENT	3	R -	The contract is still on going and there were extensions requested
DARK OR BLUE MARKETING AND COMMUNICATION	DESIGN, PRINT & SUPPLY MULT-LINGUAL NEWSLETTER, ANNUAL REPORT,	R 750.00 3 294	R 600.00 1 292	R 150.00 2 002	2020 01 17	2023 01 16	36	CURRENT		R -	The contract is on-going and there are no challenges reported

	DIARIES AND CALENDERS										
BAAI HOLDINGS JV CRESTON PHAHLE	CONSTRUCTION OF MALENGE COMMUNITY HALL WARD 03	R 4 968 644.74	R 4 416 521.72	R 552 123.02	2020 02 10	2020 10 02	8	CURRE NT	3		The contract has ceased to exists, the project was completed
TOWER CITY TRADING 193 CC	ROUTINE MAINTANCE OF UMZIMKHULU TOWNSHIP ROADS	R 8 000 000.00	R 6 928 404.89	R 1 071 595.11	2020 02 04	2022 02 03	24	CURRE NT		R -	The contract is on-going and there are no challenges reported
DATACENTRI X	SERVER INFRASTRUCTURE UPGRADE WITH 36 MONTHS MAINTENANCE & SUPPORT	R 2 500 000.00	R 979 286.00	R 1 520 714.00	09 03 2020	2023 03 08	36	CURRE NT		R -	The contract is on-going and there are no challenges reported
CAKATA TRADING & PROJECTS	CONSTRUCTION OF RETAINING WALL AT NEW TESTING GROUND	R 1 638 598.78	R 1 406 523.03	R 83 112.22	2020 03 15	2020 10 14	7	CURRE NT		R -	The project as per contract has been completed and now outstanding is an extra work ( Galvinazed gate ) that is not part of the scope .
CAKATA TRADING & PROJECTS	CONSTRUCTION OF SMME HUB PHASE 2	R 1 920 115.47	R 1 211 090.97	R 709 024.50	2020 03 15	2020 11 14	8	CURRE NT		R -	The project has been completed and now outstanding is an High Mast which was not part of the initial scope
STORAGE TECHNOLOG Y SERVICES T/A NEXIO	SUPPLY AND DELIVERY OF ICT EQUIPMENT	R -	R -	R -	2020 06 01	2021 05 30	12	CURRE NT		R -	The contract is not yet signed , The services have been rendered , and no payments should be made till the contract is signed
DALEKA TRADING ENTERPRISE	CONSTRUCTION OF DUMISA COMMUNITY HALL WARD 21	R 5 275 147.51	R 4 108 328.90	R 1 166 818.61	2020 03 12	2020 09 14	6	CURRE NT	1	R -	The contract is on-going and there are issues that delayed the project and the project shall be completed at the end of January 2021
SIYAKWETHE MBA CONTRACTO RS	CONSTRUCTION OF KHILIVA COMMUNITY HALL WARD 22	R 5 401 918.14	R 3 449 107.81	R 1 952 810.33	2020 03 12	2020 09 11	6	CURRE NT		R -	The contract is on going and there are challenges experienced that delayed the project

GIYA TRADING 5	SERVICE PROVIDER FOR STREET CLEANING SERVICES	R 1 129 571.52	R 317 832.17	R 811 739.35	2020 05 18	2022 05 17	24	CURRE NT		R -	The contract is on- going and there are no challenges reported
EMERGENCY AFRICAN SERVICES	SUPPLY AND DELIVERY OF FIRE ENGINE TRUCK	R 4 829 891.45	R -	R 4 829 891.45	2020 06 01	2021 02 28	9	CURRE NT		R -	The project has since been completed
BHEKUANGE L TRADING JV BG MAZONGOLO	CONSTRUCTION OF NONGINGQA COMMUNITY HALL WARD 04	R 4 798 671.24	R 2 937 767.29	R 1 860 903.95	2020 05 15	2020 11 15	6	CURRE NT		R -	The contract is still on going and there were extensions requested
VEEZ MICRO ENTERPRISE S	RURAL ELECTRIFICATION FOR WARD 4, 9, 13, 14 & 18 (835 CONNECTIONS)	R 20 953 660.00	R 12 019 158.27	R 8 934 501.73	24 06 2020	2021 04 24	10	CURRE NT		R -	The contract is on-going and there are no challenges reported
MNTOMNYAM A CONSULTING	IMPLEMENTATION OF MACHUNWINI - THUSI AND GUGWINI ACCESS ROAD	R -	R -	R -	18 06 2020	2023 06 17	36	CURRE NT		R -	The services are on-going ( they are busy with the designs ) and the contracts shall be adjusted accordingly as soon as the contractors are appointed )
VUBA IMAGINNERS CC	IMPLEMENTATION OF NCAMBELE AND LUKHALWENI ACCESS ROAD	R -	R -	R -	2020 06 18	2023 06 18	36	CURRE NT		R -	The services are on-going ( they are busy with the designs ) and the contracts shall be adjusted accordingly as soon as the contractors are appointed )
MASAKHEKU LUNGE PROJECT MANAGERS	IMPLEMENTATION OF LUKHASINI AND BOVINI ACCESS ROAD	R -	R -	R -	2020 06 18	2023 06 17	36	CURRE NT		R -	The services are on-going ( they are busy with the designs ) and the contracts shall be adjusted accordingly as soon as the contractors are appointed )
IMPLEMENTA TION OF THORNBUSH AND NIGEL ACCESS ROAD	WNA CONSULTING	R -	R -	R -	2020 06 18	2023 06 17	36	CURRE NT		R -	The services are on-going ( they are busy with the designs ) and the contracts shall be adjusted accordingly as soon as the contractors are appointed )
AFRICOST COST SOLUTIONS	IMPLEMENTATION OF CHANCELE COMMUNITY HALL	R 141 039.20	R 141 039.20	R -	2020 06 24	2023 06 23	36	CURRE NT		R -	The services are on-going ( they are busy with the designs ) and the contracts shall be adjusted

											accordingly as soon as the contractors are appointed )
SIYEZA CONSULTING ENGINEERS	IMPLEMENTATION OF KWAFISH AND ZAMAZELE-MASAMINI ACCESS ROAD	R -	R -	R -	2020 06 25	2023 06 24	36	CURRENT		R -	The services are on-going ( they are busy with the designs ) and the contracts shall be adjusted accordingly as soon as the contractors are appointed )
MFS ACCOUNTANTS	BTO POLICIES PROCEDURE REVIEW AND ASSET MANAGEMENT	R 2 175 324.55	R 1 318 453.46	R 856 871.09	2020 07 01	2021 06 30	12	CURRENT		R -	The contract is on-going and there are no challenges reported
MATAYA SPECIALIST ENGINEERS	FEASIBILITY STUDY FOR DEVELOPMENT OF IRRIGATION SYSTEM AT MUNICIPAL POUND	207 00.00	R -		2020 07 08	2023 07 07	36			R -	The services are on-going ( they are busy with the designs ) and the contracts shall be adjusted accordingly as soon as the contractors are appointed )
SOMPISY VEE TRADING	SUPPLY AND DELIVERY OF SOCIAL RELIEF GROCERIES	R 1 500 000.00	R 958 385.64	R 541 614.36	2020 07 01	2021 06 30	12	CURRENT		R -	The contract is on-going and there are no challenges reported
BEE AND TEE CONSTRUCTION	SURFACING OF IBIS ROAD PHASE 04	R 11 265 666.23	R 497 828.10	R 9 743 686.65	2020 07 28	2021 04 27	9	CURRENT		R -	The contract had to be early terminated due to the challenges that were experienced
FMA ENGINEERS	LOCAL INTEGRATED TRANSPORT SECTOR PLAN	R 549 510.48	R 33 089.36	R 516 421.12	2020 07 13	2023 07 12	36	CURRENT		R -	The services are on-going ( they are busy with the designs ) and the contracts shall be adjusted accordingly as soon as the contractors are appointed )
MABOZELA TRADING	CONSTRUCTION OF NGUNJIN ACCESS ROAD	R 4 991 199.75	R 2 144 719.64	R 2 846 480.11	2020 08 20	2021 05 03	8	CURRENT		R -	The contract is on-going and there are no challenges reported
DEEP BLACK	FEASIBILITY STUDY AND A BUSINESS PLAN FOR UMZIMKHULU LIGHT INDUSTRIAL FACILITY	R 815 000.00	R -	R 815 000.00			0			R -	The service are on-going ( they are busy with the designs) and the contracts shall be adjusted accordingly as soon as the contractors are appointed )
CAKATA AFRICA TRADING	CONSTRUCTION OF WASHBANK ACCESS ROAD	R 3 617 886.20	R 1 986 245.12	R 1 631 641.08	2020 09 03	2021 04 02	7	CURRENT		R -	The contract is on-going and there are no challenges reported

SSR SECURITY T/A MAHLUBI TRANSPORT	CONSTRUCTION OF GCEBENI ACCESS ROAD	R 4 676 421.95	R 2 180 309.37	R 2 496 112.58	2020 09 17	2021 05 16	8	CURRENT		R -	The contract is on- going and there are no challenges reported
IZINGODLA ENGINEERING	PREPARATION OF ELECTRICITY SECTOR PLAN	R 231 420.00	R -	R 231 420.00	2020 08 20	2021 04 19	8	CURRENT		R -	The contract is on- going and there are no challenges reported
ASIPHILESAN DE TRADING	PROVISION OF SECURITY SERVICES	R 1 670 080.78	R 1 670 080.78	R -	2020 08 31	2020 11 30	3	EXPIRED		R -	The contract has since ceased to exist
		R 1 670 080.78	R 845 284.14	R 824 796.64							
LUPICON TRADING	CONSTRUCTION OF MATSHENI ACCESS ROAD	R 3 963 817.41	R 1 061 486.80	R 2 902 330.61	2020 10 13	2021 05 12	7	CURRENT		R -	The contract is on-going and there are no challenges reported
IMBAWULA TECHNICAL SERVICES	SUPPLY AND INSTALLATION OF 33 STREETLIGHTS AND 5 NEW HIGH MASTS WITHIN UMZIMKHULU MUNICIPALITY	R 3 640 018.22	R 2 241 357.45	R 1 398 660.77	2020 10 01	2021 04 30	7	CURRENT		R -	The contract is on-going and there are no challenges reported
ONKAMALAN GA TRADING	LIBRARY PROMOTIONAL MATERIAL	R 500 000	R -	R 500 000.00	2020 10 13	2020 11 12	1	CURRENT		R -	The project was expected to have been completed on the 15th December 2020. The project is currently on-going as there are issues with the supplies supplied by the service provider
BUYEYE CONSULTING	COMPLETION OF MEMORIAL HALL	R 53 688 674.60	R 9 079 455.04	R 44 609 219.56	2019 07 01	2021 10 30	28	CURRENT		R -	The contract is on-going and there are no challenges reported
ORAP MEDICAL SUPPLIES	PROCUREMENT OF COVID 19 PPE	R 743 000.00	R 187 797.30	R 555 202.70	2020 11 12	2021 05 11	6	CURRENT		R -	The contract is on-going and there are no challenges reported
BG MAZONGOLO CONSTRUCTION	CONSTRUCTION OF ANTI-CLIMB FENCE AT OLD TRAFFIC DEPARTMENT AND SHED	1 475 139.78	R 978 633.74		2020 12 01	2021 03 31	4	CURRENT		R -	The contract is on-going and there are no challenges reported

CHAMPION CIVILS	SUPPLY AND DELIVERY OF REFUSE BAGS	288 000.00	R -		2020 11 24	2021 01 08	1	EXPIRE D	R -	The services are yet to be rendered in full ( only 20.000 units delivered so far ) , The SLA is yet to be signed
DIPHORORO CONSULTING	SUPPLY AND DELIVERY OF IMPLEMENTS (PLOUGH & DISC)	230 805.00	R -		20 01 2021	2021 02 20	1	CURRE NT	R -	The services are yet to be rendered , The SLA is yet to be signed
MICROZONE TRADING 747	PROVISION OF BACK-UP PLANT CONSTRUCTION PLANT/MACHINERY	R 3 450 000.00	R 192 000.00	R 3 258 000.00	2020 11 09	2021 11 08	12	CURRE NT	R -	The contract is on-going and there are no challenges reported

## REQUEST FOR RESOLUTION TO WRITE OFFS INDIGENT ACCOUNTS AS AT END DECEMBER 2020

### Background

As per indigent policy: A debtor will be considered as **Indigent** if his or her or her/her total household income is less than **R 3.700.00** per month or such amount determined by annually during the budget process. For the purpose of determining the total household income of all applicants, the combined or joint gross income of all occupants/residents/dependants in such household shall be taken into account.

### Financial implications

Indigent write offs amounts to **R 182,020.20** as at end December 2020

### Recommendation

To write off indigent accounts debt amounting to **R 182,020.20** as at end December 2020.

## REQUEST FOR RESOLUTION FOR OFFERING DISCOUNT DURING 2020-2021 AS AT END DECEMBER 2020

### Background

As per council resolution discount must be offered and cases differ from property to property, as it was a form of incentives granted to consumers.

### Financial implication

25% Discount FOR QUARTER 2					
ACCOUNT NUMBER	ERF	AMOUNT	ADJUSTMENT	TOWN/AREA	COMMENTS
10865	898	R 6,802.69	WRITE OFF	EXT 8	Customer was offered a 25% discount as per Council resolution
1876	187	R 543.21	WRITE OFF	EXT 3	Customer was offered a 25% discount as per Council resolution
		R 7,345.90			

### Recommendation

We recommend that total of **R 7,345.90** be written off as a discount to Erf 898 and Erf 187 was written off as discount offered for quarter 2 to consumers as at end December 2020.

## RESOLUTION REQUEST FOR MID-YEAR BUDGET AND PERFORMANCE ASSESSMENT 2020/2021

### Purpose

To inform Council of progress made in the implementation of the budget and the performance outcomes in respect of the first six months of the 2020/2021 financial year, and to recommend whether an adjustments budget is necessary.

### Legal requirements

In terms of Section 72(1)(a) and 52(d) of the Local Government Municipal Finance Management Act No. 56 of 2003 (MFMA) the Accounting Officer must by 25 January of each year assess the performance of the municipality during the first half of the financial year (1 July- 31 December). A report on such assessment must in terms of Section 72(1)(b) of the MFMA be submitted to the Mayor, Provincial Treasury and National Treasury.

Once the Mayor has considered the report, he/she must submit the report to Council by 31 January in terms of Section 54(f) of the MFMA.

Section 33 of the Municipal Budget and Reporting Regulations (MBRR) states that a Mid-Year Budget and Performance Assessment Report of a municipality referred to in Section 72 of the MFMA must be in the format specified in Schedule C and include all the required tables, charts and explanatory information.

### Recommendation

That the council adopts the Mid-year budget and performance assessment 2020/2021 Financial Year.

## BUDGET AND TREASURY OFFICE FINANCIAL REPORT FOR 30 NOVEMBER 2020

### BORROWINGS AND EXTERNAL INVESTMENTS REPORTS

On 30 NOVEMBER 2020 the investments of council were as follows:

Financial Institution	Amount Invested	Monthly interest	Closing Balance
FNB CALL ACCOUNTS	R 168 002 100.80	R 313 795.59	R 168 315 896.39



NEDBANK (37165022759/05)	R 43 636 809.83	R 280 112.45	R 43 916 922.28
NEDBANK (37165022759/06)	R 31 615 256.20	R 194 888.57	R 31 810 144.77
<b>TOTAL</b>	<b>R 243 254 166.83</b>	<b>R 788 796.61</b>	<b>R 244 042 963.44</b>

#### REVENUE COLLECTION

SOURCE OF REVENUE	AMOUNT RECEIVED
OWN REVENUE	R 1,703,861.19
GRANTS	R 4,500,000.00
<b>TOTAL</b>	<b>R 6,203,861.19</b>

#### OUTSTANDING DEBT TO BE COLLECTED

Please see a detailed debt collection overview report below

NOVEMBER 2020	
<b>DEBTORS RECONCILIATION</b>	
Balance as per General Ledger	R 14,766,974.72
Total Consumer debtors balance outstanding	R 14,766,974.72
<b>DIFFERENCE</b>	<b>R 0.00</b>

DEBT CATEGORY	
TOWN	AMOUNT
FET COLLEGE	R 335,958.24
TOWN - COMMERCIAL	R 417,223.53
SKOONPLAAS	R 271,382.56
MAJALDINI	R 572,203.13
COMMERCIAL FARMERS	R 118,543.36
SISULU	R 1,254,100.26
WHITE CITY	R 979,670.87
EXTENTION 6	R 2,919,852.98
PLACE OF WORSHIP	R 7,063.33
SECTION 14 EDUCATION DEPARTMNT	R 1,774,038.64
RURAL DEVELOPMENT & LAND REFORM	R 68,195.16
IBISI	R 1,978,597.03
CLYDESDALE	R -650.00
REITVLEI	R -756.21
RIVERSIDE AA	R -275.67
EXTENSION 8	R 427,600.91
FARMERS	R 179,322.21
PUBLIC WORKS NATIONAL	R -4,394.64
MUNICIPAL RENTAL	R -27,074.96
PUBLIC WORKS PROVINCIAL	R 3,625,474.34
SKIP WASTES	R -102,608.98
DUMPING FEES	R -70,951.71
ESKOM HOLDINGS	R -112.08
TOWN RESIDENTIAL	R 29,102.15
PROVINCIAL PUBLIC WORKS REFUSE	R 10,345.56
DEPT EDUCATION REFUSE	R 3,207.26
DEPT OF TRANSPORT REFUSE	R -550.00
NATIONAL PUBLIC WORKS REFUSE	R 2,467.45
<b>TOTAL</b>	<b>R 14,766,974.72</b>

## TOP TWENTY DEBTORS

ACCOUNT NO	ACCOUNT HOLDER NAME	ER NUMBER	OUTSTANDING BALANCE
1073	BLY FAMILY TRUST - TRUSTEE	113	R 103,023.78
440	CHOOKIE REDMAN FAMILY TRUST-TRUSTEES	46	R 85,895.11
8431	CONCO MUSAWONKE RAYMO	237	R 58,984.27
9000320	GIWU SIMPHIWE SELBY	18224 -3	R 50,113.03
9000333	MPAMBANE NOKWAZI	18224-16	R 45,334.74
8400	NONDABULA V.Z	233	R 28,354.12
7318	ENYUKA PROP HOLDINGS (PTY)LTD	735	R 27,631.49
2007	ALLY E.D.	252	R 24,022.54
190	NOLUTSHUNGU M.C	21	R 23,258.71
9002760	DREAMWORKS INV 121 PTY LTD	1607	R 18,016.24
546	MOOLA CASSIM	56	R 14,194.33
7290	MALANDA SERVICE STATION	726	R 11,418.53
8417	MR CONCO TRUST	235	R 11,156.44
471	MKULISI H M	49	R 11,054.40
9000332	GIWU SIMPHIWE SELBY	18224-15	R 8,827.97
5274	ESKOM HOLDINGS SOC LIMITED	2441	R 8,708.35
1531	MUNICIPALITY (HIV CENTRE)	155	R 8,373.30
425	HAMZA AND ASAD INVESTMENT H AND A	44	R 7,496.84
432	Y AND F TRUST TRUSTEES	45	R 6,837.50
514	CITOPPIX CC	53	R 5,223.53
<b>TOTAL</b>			<b>R 385,809.69</b>

## CREDIT CONTROL AND DEBT MANAGEMENT REPORT

### DEBT PACK SYSTEM

#### Returned statements during the month

During the month of November 2020 we did not receive returned statement.

#### Debt pack System

During the month of the following credit control process were done as per attached spread sheet: Arrangements/AOD, reminder, Final demand, email sms, phone calls, continuous check of account status, final demand and sec 29 demand to be prepared, Report is attached for perusal.

### INDIGENT REPORT FOR OCTOBER 2020

There are 84 approved indigent applicants for rates and refuse as at end November 2020

There are 399 approved electricity applicants as at end November 2020

There is 01 pensioner applicant received as at end November 2020

There are 48 disqualified applicants in electricity indigent as at end November 2020

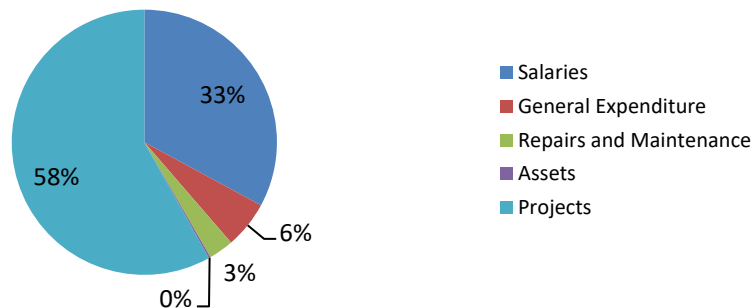
### Financial Implication

Indigent write offs for November 2020 amounted to **R110 128.23**

### EXPENDITURE REPORT FOR NOVEMBER 2020

Salaries	R 9 984 616.00
General Expenditure	R 1 751 713.00
Repairs and Maintenance	R 922 112.00

Assets	R 69 950.00
Projects	R 17 632 004.36
<b>Total Expenditure</b>	<b>R 30 360 395.36</b>



#### DEBIT ORDERS FOR NOVEMBER 2020

<u>Payee</u>	<u>Amount</u>
VODACOM	R -275 627.77
AFRIHOST	R -350.00
SPEEDPOINT	R -2 107.06
TELKOM	R -4 751.25
FUEL	R -285 630.06

#### GRANTS REGISTER AS AT NOVEMBER 2020

NAME OF THE GRANT	ALLOCATION FOR 2020/2021	OPENING BALANCE/ ROLL-OVER	GRANT RECEIVED TO DATE	EXPENDITURE TO DATE	UNSPENT GRANT/ROLL OVER
MUNICIPAL INFRASTRUCTURE	43 097 000.00		15 000 000.00	19 506 202.54	-4 506 202.54
MIG: ROLL OVER		22 500 000.00		7 772 604.19	14 727 395.81
ELECTRIFICATION GRANT	6 000 000.00		6 000 000.00	7 524 077.31	-1 524 077.31
ELECTRIFICATION GRANT: ROLL OVER		12 016 561.04			12 016 561.04
FMG	1 900 000.00	0.00	1 900 000.00	1 152 202.92	747 797.08
EPWP GRANT	3 009 000.00	0.00	753 000.00	753 000.00	0.00
ARTS & CULTURE GRANT			1 816 000.00	1 210 057.22	605 942.78
SPORTS GRANT		13 544 012.24		8 692 789.82	4 851 222.42
HUMAN SETTLEMENT TITLE DEEDS GRANT		965 270.11		0.00	965 270.11
DISASTER MGT GRANT (COVID 19)		442 827.00	-	98 992.30	343 834.70
<b>TOTAL</b>		<b>49 468 670.39</b>	<b>25 469 000.00</b>	<b>46 709 926.30</b>	<b>28 27 744.09</b>

#### SUPPLY CHAIN REPORT

##### Procurement Threshold

**Level 1 Petty Cash: R0-R500 per transaction**

During the month of Mayan amount of **R 4 385.10** was utilized for Petty cash purchases.

**Level 2 Purchase Orders: R500.01-R30 000.**

During the month of **November** an amount of **R 261 971.25** was utilized for purchases in this level

**Level 3 Notice board advert: R30 00.01- R200 000**

During the month of **November** an amount of **R 0.00** was awarded towards this level

**Level 4 Competitive Bidding: R200 001 and above**

During the month of **November** an amount of **R 15 269 944.78**. 1 project was awarded **based on rates** and there was a panel of service providers of which financial implication will be at a later stage towards this level

Purchase orders for **Destination Travel**

**R 640 693.49**

**Outstanding Commitments**

During the month of November there are outstanding commitments that amounts to  
**R 869 415.51**

Destinations Travel	R 638 282.49
General	R 231 133.02

**Breakdown for general orders**

Order No.	Creditor Name	Function	Total Amount	Status
32042	Successors Training Institute	Human Resources: Corporate Services (300)	19,920.00	OPEN
32041	MABHONGWENI CONTRACTING SERVIC	Community Halls and Facilities: Community	6,250.00	OPEN
32040	KING NH HOLDINGS	Community Halls and Facilities: Community	6,200.00	OPEN
32039	REGENCY OFFICE FURNITURE	Administrative and Corporate Support:Adm	17,250.00	OPEN
32038	BEHLA CATERING AND PROJECTS	Community Halls and Facilities: Community	10,000.00	OPEN
32037	SBULABULA TRADING	Community Halls and Facilities: Community	4,960.00	OPEN
32036	Bytes People Solutions Alton	Human Resources: Corporate Services (300)	21,219.80	OPEN
32035	Bidvest Waltons	Mayor and Council: Mayor & Council	21,003.78	OPEN
32033	AFRIKA-KHANYA TRADING AND PROJ	Finance: Budget and Treasury Office (400)	26,845.00	OPEN
32032	AMComms the-can-do company	Administrative and Corporate Support:Adm	3,886.75	OPEN
32031	AMComms the-can-do company	Town Planning Building Regulations and E	6,043.78	OPEN
32028	KHESHANE'S CONSTRUCTION	Human Resources: Corporate Services (300)	9,900.00	OPEN
32027	NASHUA MARITZBURG	Municipal Manager Town Secretary and Chi	5,385.45	OPEN
32021	AMComms the-can-do company	Town Planning Building Regulations and E	2,248.85	OPEN
32008	AMComms the-can-do company	Town Planning Building Regulations and E	8,448.83	OPEN
32007	AMComms the-can-do company	Roads: Roads	15,771.15	OPEN
32002	BEHLA CATERING AND PROJECTS	Mayor and Council: Mayor & Council	12,500.00	OPEN
32001	Palafini Trading Enterprise	Finance: Budget and Treasury Office (400)	12,600.00	OPEN
32000	AMComms the-can-do company	Town Planning Building Regulations and E	7,603.95	OPEN
31999	AMComms the-can-do company	Administrative and Corporate Support:Adm	13,095.68	OPEN

## **Specification**

List of the specification that were held during the month of November 2020

Item	Date	Departments	Description
01.	12/11/2020	Infrastructure	Supply and Delivery of 20x waste skips
02.	12/11/2020	Planning	Supply and Delivery of new shipping container with baking equipment for ward 13

## **Tenders / Quotations on Advert**

- Supply and Delivery of Pound Ranger Uniform
- Supply and Delivery of Fencing Material for Ward 21
- Supply and Delivery of New Shipping Container with Baking Equipment for Ward 13

## **Re-Advertised Tenders / Quotations**

Project Name	Dates advertised	Reason for Re-Advert
Upgrade of Pound Kraal at Municipal Pound	12/11/2020	Non-compliance of tender document
Consultant to Review Tourism Development Strategy	12/11/2020	Non-compliance of service providers with SCM requirements
Supply and Delivery of 20 Waste Skips	16/11/2020	Non-compliance of service providers with SCM requirements

## **Projects advertised on CIDB and E-Tender Portal**

Project Name	Dates advertised	Platform
Supply and Delivery of Fencing Material for Ward 21	12/11/2020	E-Tender Portal
Upgrade of Pound Kraal at Municipal Pound	12/11/2020	E-Tender Portal
Supply and Delivery of New Shipping Container with Baking Equipment for Ward 13	16/11/2020	E-Tender Portal
Supply and Delivery of 20 Waste Skips	16/11/2020	E-Tender Portal
Consultant to Review Tourism Development Strategy	19/11/2020	E-Tender Portal

## **Website publications of closed tenders**

Project Name	Closing Date	Date of Email
Provision of Security Services	30/10/2020	05/11/2020
Supply and Delivery of Compactor	06/11/2020	12/11/2020
Ward Councilor Training	20/11/2020	23/11/2020

## **Tenders / Quotations that are on the Evaluation process:**

Project Name	Closing date	Proposed date for the Evaluation
Construction of New Municipal Office Building Phase 1	31/07/2020	On Hold
Cash in transit	02/10/2020	25/11/2020
Pipe Unblocking for Umzimkhulu Internal roads zone 1	09/10/2020	02/12/2020
Pipe Unblocking for Umzimkhulu Internal roads zone 2	09/10/2020	02/12/2020
Pipe Unblocking for Umzimkhulu Internal roads zone 3	09/10/2020	02/12/2020
Pipe Unblocking for Umzimkhulu Internal roads zone 4	09/10/2020	02/12/2020

Repairs and Maintenance of Headwalls zone 1	09/10/2020	09/12/2020
Repairs and Maintenance of Headwalls zone 2	09/10/2020	09/12/2020
Repairs and Maintenance of Headwalls zone	09/10/2020	09/12/2020
Repairs and Maintenance of Headwalls zone 3	09/10/2020	09/12/2020
Repairs and Maintenance of Headwalls zone 4	09/10/2020	09/12/2020
Supply, Delivery and Set-up Plotter Machine	09/10/2020	15/12/2020
Supply and Delivery of Parkhome	09/10/2020	15/12/2020
Supply and Delivery of Furniture	09/10/2020	15/12/2020
Provision of Travel Agent Services	16/10/2020	15/12/2020
Provision of Advertising Agent Services	16/10/2020	15/12/2020
Pauper Burial Service Provider	16/10/2020	15/12/2020
Provision of Security Services	30/10/2020	25/11/2020
Handling of Legal Matters	30/10/2020	21/12/2020
Supply and Delivery of day Old Chicks and Inputs	06/11/2020	21/12/2020
Procurement of Fire Arms	06/11/2020	21/12/2020
Supply and Delivery of Landfill Compactor Dozer	06/11/2020	21/12/2020
Repairs and Maintenance of Delamuzi Sportsfield	13/11/2020	13/01/2021
Repairs and Maintenance of Madakeni Sportsfield	13/11/2020	13/01/2021
Repairs and Maintenance of Mountain Sportsfield	13/11/2020	13/01/2021
Supply and Delivery of Traffic Uniform	13/11/2020	13/01/2021
Ward Councillor Training	20/11/2020	20/01/2021
Supply and Delivery of Rangers Uniform	24/11/2020	20/01/2021

### **Evaluated Projects**

PROJECT NAME	SERVICE PROVIDER	PROJECT AMOUNT/ RATE	RESPONSIBLE DEPARTMENT	EVALUATION DATE
Supply, Deliver and Installation of Credit Control and Debt Management System (36 months Contract)	Debt Manager	R288 000.00	BTO	17/11/2020
ECO for Local Intergrated Public Facility	Enviropro	R5 500 Monthly Audit	I & E	17/11/2020
Upgrade of Ngqumarheni Low Level Bridge	Mndayi Civils	R885 247.00	I & E	17/11/2020
Upgrade of Ngunjini to Driefontein Low Level Bridge	Mndayi Civils	R885 247.00	I & E	17/11/2020
Supply, Deliver and Maintenance of Air Conditioners	Ithemba Lempumelelo Construction	R411 733.54 (Rates)	CORP	19/11/2020

### **Projects to be re-advertised**

Project Name	Reasons for the Re-advert
Repairs and Maintenance of Ibisi Sports field	Discrepancies on the TD
Repairs and Maintenance of Rietvlei Sports field	Discrepancies on the TD
Pool of Mobile Communication services	SP Did not meet SCM Compliance

### **Adjudicated Projects**

PROJECT NAME	SERVICE PROVIDER	PROJECT AMOUNT/ RATE	RESPONSIBLE DEPARTMENT	EVALUATION DATE

Supply, Deliver and Installation of Credit Control and Debt Management System (36 months Contract)	The Committee recommended that there must be a demonstration meeting for the projec	N/A	BTO	25/11/2020
Supply, Deliver and Maintenance of Air Conditioners	Ithemba Lempumelelo Construction	R411 733.54 (Rates)	CORP	25/11/2020
Upgrade of Ngqumarheni Low Level Bridge	Mndayi Civils	R885 247.54	I & E	27/11/2020
Upgrade of Ngunjini to Driefontein Low Level Bridge	Mndayi Civils	R885 247.54	I & E	27/11/2020
ECO for Local Intergrated Public Facility	Enviropro	R5 500 Monthly Audit	I & E	27/11/2020

### **Projects on intention to award**

PROJECT NAME	SERVICE PROVIDER	PROJECT AMOUNT/ RATE	RESPONSIBLE DEPARTMENT	INTENTION DATE
Supply, Deliver and Maintenance of Airconditioners (36 months)	Ithemba lempumelelo Construction	R411 733.54 (Rates)	I & E	30/11/2020

### **Appointed Projects**

PROJECT NAME	SERVICE PROVIDER	PROJECT AMOUNT/ RATE	RESPONSIBLE DEPARTMENT	APPOINTMENT DATE	LOCALITY
Panel of Town Planning Consultants for Municipal AD-HOC Services (36 Months Contract)	1. Mlala Emazweni Trading	N/A	SPH & LED	05/11/2020	Shelly Beach
	2. Kamohelo Land Management			09/11/2020	Pimville
	3. Likamva Land & Quantity Surveyor			05/11/2020	Lusikisiki
	4. Isibuko Developmen Planners			05/11/2020	PMB
	5. Gabhisa Planning & Investments			05/11/2020	Westville
	6. Ubuhlebesu Trading & Projects			05/11/2020	Ladysmith
Procurement of Covid -19 PPE	Orap Medical Supplies	R24 332.85 (Rates)	CORP	09/11/2020	PMB
Supply and Delivery of Implements (Plough & Disc)	Diphororo Consulting	R230 805.00	I & E	12/11/2020	Johannesburg
Supply and Delivery of Refuse Bags	Champion Civils	R288 000.00	I & E	12/11/2020	Harding
Construction Of Anti-Climb Fence at Old Traffic Department and Shed	BG Mazongolo Construction	R1 475 139.78	I & E	12/11/2020	Harding

### **Projects awarded on CIDB and E-Tender Portal**

Project Name	Dates of award	Platform
Provision Back-up Construction Plant/Machinery	18/11/2020	E-Tender Portal
Panel of Town Planning Consultants for Municipal Ad-Hoc Services	18/11/2020	E-Tender Portal
Supply and Delivery of Refuse Bags	18/11/2020	E-Tender Portal
Supply and Delivery of Covid-19 PPE	18/11/2020	E-Tender Portal
Supply and Delivery of Implements (Plough and Discs)	18/11/2020	E-Tender Portal
Construction of Anti-Climb Fencing at Old Traffic Department and Shed	26/11/2020	CIDB and E-tender portal

#### Local Content Projects Reported to DTI

N/A

#### Website publication of awarded tenders

Publication of awarded tenders & quotations	16/11/2020
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#### Deviations from SCM Procedure / Regulations

During the month of November there were no deviations on SCM Procedures when acquiring good and services.

#### Submission by suppliers updating information and CSD registered suppliers to date

CSD Registered Suppliers	46150
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#### Service Providers Working for the State

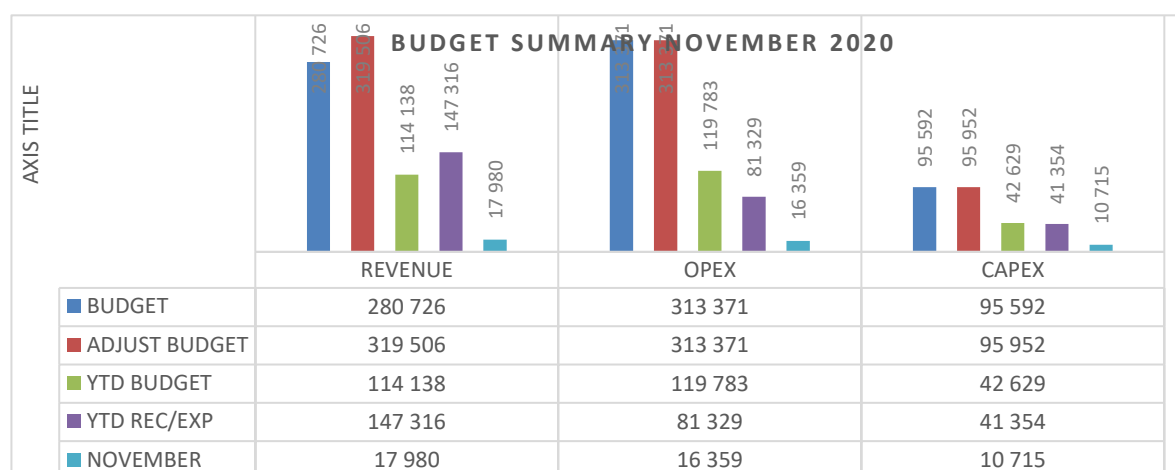
Verification on supplier's application are conducted as per submission and on the information submitted by suppliers to register and updated information. There were no suppliers that works for the state.

#### Declaration by Service Provider

There was no declaration on the month of November

## 6. BUDGET REPORT

### BUDGET PERFORMANCE ANALYSIS





## Financial Position

**Current assets** include cash and those assets which can be easily converted into cash within a short The **CURRENT RATIO** up to date for the municipality is **5:1**. This shows that the municipality's **current assets** of **R250 million** up to date can be able to pay the municipality's **current liabilities** of **R42 million**. This is an indication that the Municipality is liquid and has the ability to pay its current obligations in time and when they become due period of time, generally, one year, such as marketable securities or readily realizable investments, bills receivables, sundry debtors, (excluding bad debts or provisions), inventories, work in progress, etc. Prepaid expenses should also be included in current assets because they represent payments made in advance which will not have to be paid in near future.

**Current liabilities** are those obligations which are payable within a short period of time generally one year and include outstanding expenses, bills payable, sundry creditors, bank overdraft, accrued expenses, short term advances, income tax payable, dividend payable, etc. However, sometimes a controversy arises that whether overdraft should be regarded as current liability or not. Often an arrangement with a bank may be regarded as permanent and therefore, it may be treated as long term liability. At the same time the fact remains that the overdraft facility may be cancelled at any time. Accordingly, because of this reason and the need for conversion in interpreting a situation, it seems advisable to include overdrafts in current liabilities.

## Cash Flow Position

At the beginning of the financial year the municipality had Cash/Cash equivalents amounting to **R246 million**, and after the inflows and outflows of cash the municipality has got **R250 million** up to date. This shows that the municipality is financially able to finance its operations.

The Cash Flow is a summary of all the transactions that affect cash. It shows how the cash moved during the period. The term cash as used in the statement of cash flows refers to both cash and cash equivalents. Cash flow statement provides relevant information in assessing a company's liquidity, quality of earnings and solvency.

## BUDGET PROCESS PLAN IMPLEMENTATION

IMPLEMENTATION AS AT 30 NOVEMBER 2020

### PROCESS FOR THE BUDGET 2020/2021

Activity	Achieved / Not Achieved	Reason for not achieved
Internal Engagements on Adjustment budget.	Achieved	N/A
Submit monthly report on the budget to the mayor, treasury and national treasury – within 10 working days of the start month including mSCOA portal upload.	Achieved	N/A
Commence preparation of departmental operational plans and service delivery and budget implementation plan aligned to strategic priorities in IDP and inputs from other stakeholders including government and bulk service providers (and NER) if any.	Achieved	N/A
Consider monthly (section 71) report, review implementation of budget and service delivery and budget implementation plan, identify problems and amend or recommend appropriate amendments. Submit report to council and make public any amendment to the SDBIP – due end of month	Achieved	No Amendments

<b>DASHBOARD BUDGET REPORT 2020/2021</b>				
<b>Thursday, December 10, 2020</b>				
	<b>Yearly Budget</b>			
	<b>2020/2021</b>	<b>Monthly Budget</b>	<b>November</b>	<b>Variance</b>
<b>REVENUE</b>				
Property rates	9,236,767	366,434	363,858	99%
Service charges - refuse revenue	2,753,127	229,428	241,963	105%
Rental of facilities and equipment	578,962	48,247	40,940	85%
Interest earned - external investments	11,054,951	921,246	755,685	82%
Interest earned - outstanding debtors	505,100	42,084	46,893	111%
Fines	652,500	54,375	27,570	51%
Licences and permits	50,000	4,167	-	
Agency services	1,200,000	100,000	65,237	65%
Proceeds on disposal of assets				
<b>Transfers Grants Receipts- operational</b>	<b>209,938,000</b>	<b>-</b>	<b>-</b>	
Local Government Equitable Share	202,075,000			
Finance Management	1,900,000			
EPWP Incentive	3,009,000			
Community Library Services Grant	911,000			
Provincialisation of Libraries	905,000			
Human Settlement Tittle Deeds	1,138,000			
Disaster Relief - Covid-19				
Development Planning Tittle Deeds				
Sport Facility Grants				
<b>Transfers Grants Receipts- Capital</b>	<b>43,097,000</b>	<b>2,500,000</b>	<b>2,500,000</b>	100%
Municipal Infrastructure Grant (MIG)	43,097,000			
Integrated National Electrification Programme		2,500,000	2,500,000	100%
Municipal Plans Management System Grant				
Sport Facility Grants				
Other revenue	1,659,350	115,794	161,716	140%
<b>Total Revenue</b>	<b>279,525,757</b>	<b>4,281,775</b>	<b>4,138,625</b>	97%
<b>EXPENDITURES</b>				
Employee related costs	108,834,364	8,795,234	8,644,107	98%
Remuneration of councillors	18,316,183	1,526,347	1,340,511	88%
Debt impairment	2,618,000	38,888	869,063	2235%
Depreciation & asset impairment	56,692,976	4,724,415	-	
Finance charges				
Other Materials	6,550,000	100,000	48,621	49%
Contracted services	72,761,000	2,513,134	1,919,986	76%
Transfers and grants	150,000	-	-	
Other expenditure	47,448,000	3,676,533	2,614,339	71%
Repairs and Maintenance	19,760,000	1,646,667	922,112	56%
<b>Total Expenditure</b>	<b>333,130,523</b>	<b>23,021,218</b>	<b>16,358,739</b>	71%
<b>Transfers recognised - Operational</b>	<b>209,938,000</b>	<b>1,602,610</b>	<b>1,694,472</b>	106%
Local Government Equitable Share	202,075,000			
Finance Management	1,900,000	150,479	157,455	105%
EPWP Incentive	3,009,000	1,353,005	1,353,005	100%
Community Library Services Grant	911,000	41,299	85,020	206%
Provincialisation of Libraries	905,000	57,827		
Human Settlement Tittle Deeds	1,138,000			
Disaster Relief - Covid-19			98,992	#DIV/0!
Develepmnt Planning Tittle Deeds				
Receipts from Household and Private Enterprise				
<b>Transfers recognised - capital</b>	<b>43,097,000</b>	<b>4,384,379</b>	<b>5,031,820</b>	115%
Municipal Infrastructure Grant (MIG)	43,097,000	4,384,379	5,031,820	115%
Integrated National Electrification Programme				
Sport Facility Grants				
Internally Generated Fund	52,495,000	6,815,000	5,683,156	83%
<b>Total Expenditure</b>	<b>428,722,523</b>	<b>34,220,597</b>	<b>27,073,715</b>	79%
<b>Surplus/(Deficit)</b>	<b>-149,196,766</b>	<b>-29,938,822</b>	<b>-22,935,090</b>	77%

## REPORT ON ASSETS FOR THE YEAR ENDED 30 NOVEMBER 2020

### Purpose

Report to Finance Committee Sec 71 reports as per MFMA

## Background and reasoning

The Municipal Manager, as Accounting Officer of the Municipality, is required by Section 71(1) of the Municipal Finance Management Act to submit a report in a prescribed format to the Mayor within 10 working days after the end of each month on the state of the Municipality's Assets.

## Summary of Fixed Asset Register

All municipal Assets existing, newly purchased and newly constructed are insured with Lateral Unison Insurance Broker, the current Municipal Insurer.

ASSETS	NOVEMBER 2020 O/B	ADDITIONS	OTHER CHANGES/MOVEMENT	NOVEMBER 2020 C/B
LAND	9, 104, 000	0	0	9, 104, 000
BUILDING	48, 244, 159	0	0	48, 244, 159
INVESTM PROPERTY	31, 802, 115	0	0	31, 802, 115
INFRASTRUCTURE	466, 115, 621	0	0	466, 115, 621
COMMUNITY	159, 102, 641	0	0	159, 102, 641
HERITAGE ASSETS	432, 000	0	0	432, 000.00
OTHER ASSETS	61, 267, 792	69, 950	0	61, 337, 742
ASSETS UNDER CONSTRUCTION	82, 045, 635	10, 594, 424	0	92, 640, 059
INTANGIBLE ASSETS	2, 504, 270	50, 603	0	2, 554, 873
	<b>860, 617, 875</b>	<b>10, 714, 977</b>	<b>0</b>	<b>871, 332, 852</b>

## Capitalised Project

There were no projects that have been capitalised this month.

## Intangible Assets Capitalised

There is no Intangible Asset capitalised this month.

## Other Fixed Assets Additions

Project / Assets	Amount
Supply & Installation of 18000 BTU Air conditioners for three offices	R 29, 850.00
Library Television (75 inch)	R 27, 000.00
Channel 16 DVR	R 13, 100.00

## Insurance Claims & Covers

5 assets were procured and covered this month.

## Assets Written -Off

There are no assets that need to be written-off this month.

## Interdepartmental Transfer of Assets

There were no assets transferred in this month.

## Donations Received

There were no donations received in this month.

## Financial Implications

New assets for the month amounted to: R 10, 714, 977

➤ Buildings	R 0
➤ Other Fixed Assets	R 69, 950
➤ Intangible Assets	R 50, 603
➤ Roads	R 0
➤ Work in progress	R 10, 594, 424

#### **DEPRECIATION FOR THE MONTH**

The depreciation for the month has not yet been calculated, this is because of a system challenges that we are experiencing.

Contracts Management Unit - November											
APPOINTEE BIDDER	DESCRIPTION OF GOODS/SERVICES/PROJECTS	CONTRACT VALUE AS PER CONTRACT	CONTRACT AMOUNT PAID	BALANCE OF CONTRACT VALUE	CONTRACT START DATE	CONTRACT END DATE	CONTRACT DURATION IN MONTHS	CONTRACT STATUS	CONTRACT EXTENSION PERIOD IN MONTHS	CONTRACT EXTENSION VALUE	COMMENTS
MUNSOFT (PTY) LTD	MUNICIPAL FINANCIAL SOFTWARE LICENSE, SUPPORT AND MAINTENANCE	R 774 887.38	R 774 887.38	R -	01 07 2017	2021 06 30	48	CURRENT	0	R -	The services are on-going and there are no challenges reported
VODACOM (PTY) LTD	MANAGEMENT OF CELLULAR SERVICES AND DATA LINES	1 889 725.28	R 1 889 725.28	0.00	2016 10 07	2020 03 06	41	EXTENDED	6	R -	The contract has since ceased to exist
NDLALA MASS VALUATION SERVICES	GENERAL VALUATION AND PREPARATION ROLL FOR IMPLEMENTATION 1 JULY 2017 AND PREPARATION AND UPDATING OF THE VALUATION ROLL	R 1 839 380.00	R 1 735 620.90	R 103 759.10	01 03 2017	2023 06 30	76	CURRENT		R -	The services are on-going and challenges have been reported and issues have been raised and are attended into
MASEKO HLONGWA & ASSOCIATES	IMPLEMENTING AGENT: INSITU UPGRADING OF EXTENSION 9 & 10 HOUSING PROJECTS IN UMZIMKHULU	R 968 577.00	R -	R 968 577.00	2018 10 19	2020 01 18	15	CURRENT		R -	

UBUHLE BEMPISI CONSULTING ENGINEER S T/A UMPISI ENGINEER S CC	IMPLEMENTING AGENT FOR RURAL HOUSING PROJECT- WARD 1 & 2	R 876 000.00 <sup>3</sup>			2018 10 19	2020 04 18	18	CURRENT			
SIYEZA JV AGISANANG	IMPLEMENTING AGENT FOR RURAL HOUSING PROJECT- WARD 3 & 4	R 520 888.90 <sup>5</sup>	R -	R 520 888.90 <sup>5</sup>	43392	2020 06 18	20	CURRENT		R -	
TOTAL CLIENT SERVICES	VERIFYING OF CUSTOMERS STATUS OF EMPLOYMENT	R 64 980.00	R 64 980.00	R -	2017 07 01	2020 06 30	36	CURRENT		R -	
Umpisi Consultants	MIG PROGRAMME MANAGER 2017 TO 2020 QONDENI ACCESS ROAD	R 688 266.18	R 513 754.66	R 174 481.52							The contract has been adjusted accordingly to allow the service provider to manage contractors of whom she was part of their pre feasibility studies
	MIG PROGRAMME MANAGER 2017 TO 2020 SURFACING OF IBISI ROADS PHASE 3	R 508 756.85 <sup>1</sup>	R 027 411.79 <sup>1</sup>	R 481 345.06							
	MIG PROGRAMME MANAGER 2017 TO 2020 THONJENI ACCESS ROAD	R 859 468.92	R 517 356.27	R 342 112.70							
	MIG PROGRAMME MANAGER 2017	R 890 777.42	R 712 176.55	R 178 600.87							

[illegible]

	MIG PROGRAMME MANAGER 2017 TO 2020- NONGINGQA COMMUNITY HALL WARD 04										
	MIG - SURFACING OF IBIS ROAD PHASE 04	2106046.53	R 631 813.96	R 474 232.57 <sup>1</sup>							
	MIG-NGUNJINI ACCESS ROAD	706767.02	R 369 847.90	R 336 919.12							
	MIG-MATSHENI ACCESS ROAD	547337.53	R 188 831.45	R 358 506.08							
	MIG-GCEBENI ACCESS ROAD	561170.63	R 234 840.09	R 326 330.54							
	MIG-WASHBANK ACCESS ROAD	719703.4	R 215 911.02	R 503 792.38							
	MIG-			R -							
DESTINATIONS TRAVEL	APPOINTMENT OF TRAVEL AGENT	R 314 464.86 <sup>3</sup>	R 314 464.86 <sup>3</sup>	R -	2018 02 06	2021 02 05	36	CURRENT		R -	The services provider terminated the contract due to COVID19 impact, We no longer have the contract with them
MATTHEW FRANSIS INC.	HANDLING OF LEGAL MATTERS	R 645 694.70 <sup>1</sup>	R 645 694.70 <sup>1</sup>	R -	2018 02 15	2021 02 14	36	CURRENT		R -	The services are on-going and there are no challenges reported
DELTA BUILT EVIRONMENT	PROFESSIONAL ASSESSMENT FOR REHABILITATION/ UPGRADE OF	R 166 000.00 <sup>2</sup>	R 925 100.00 <sup>1</sup>		01 05 2018	2021 04 30	36	CURRENT		R -	The services are on-going and there are no challenges reported



CONSULTANTS	MUNICIPAL BUILDING OFFICES										
DATA CENTRIX (PTY) LTD	SUPPLY AND DELIVERY OF SOFTWARE/APPLICATION LICENSES	R 885 500.00	R 499 181.29	R 386 318.71	2018 06 01	2021 05 30	36	CURRENT		R -	The services are on-going and there are no challenges reported
LATERAL UNISON INSURANCE BROKERS	PROVISION OF INSURANCE SERVICES (5 YEARS CONTRACT)	R 525 001.39	R 525 001.39	R -	2018 07 01	2023 06 30	60	CURRENT			The services are on-going and there are no challenges reported
AMCOMMS /AYANDA MBANGA (PTY) LTD	ADVERTISING AGENT (36 MONTH CONTRACT)	R 223 142.89	R 223 142.89	R -	2018 06 05	2021 06 04	36	CURRENT		R -	The services are on-going and there are no challenges reported
LELETHU CONSULTANTS	CONSTRUCTION OF WARD 13 SPORTFIELD	R 6 885 064.73	R 204 780.14	R 54 369.61	2018 08 23	2020 10 02	25	CURRENT	18	R 962 881.00	The project is yet to be completed
UMPISI EGXENI CONSORTIUM	IMPLEMENTING AGENT: DEVELOPMENT OF HARRY GWALA REGIONAL MULTI-PURPOSE SPORTS COMPLEX	R 11 064 290.83	R 6 504 232.08	R 3 554 214.13	2018 09 01	2023 09 01	60	CURRENT		R -	The project is on-going and there are no challenges reported
Sage (VIP)	PAYROLL SERVICES	R 179 829.00	R 179 829.00	R -	22 02 2020	2021 02 21	12	CURRENT		R -	The services are on-going and there are no challenges reported
FIRST NATIONAL BANK	PROVISION OF BANKING SERVICES	R 1 063 445.23	R 1 063 445.23	R -	2018 09 03	2023 09 02	60	CURRENT		R -	The services are on-going and there are no challenges reported
CME PROPERTIES T/A EMC MOTORS	MAINTENANCE AND REPAIRS OF MUNICIPAL FLEET, PLANT AND MACHINERY	R 2 996 137.72	R 2 996 137.72	R -	2019 01 14	2022 01 13	36	CURRENT		R -	The services are on-going and there are no challenges reported

DR T. M. NZIMANDE	GENERAL MEDICAL PRACTITIONER	R 566 912.67 <sup>1</sup>	R 566 912.67 <sup>1</sup>	R -	2019 05 02	2022 04 30	36	CURRENT		R -	The services are to be terminated as the Director of the company has since passed on
ENViropro	POOL OF CONSULTANTS: ENVIRONMENTAL IMPACT ASSESSMENT WITH ASSOCIATED SPECIALIST STUDIES AND ENVIRONMENTAL COMPLIANCE AUDITING		R 61 730.00	R -61 730.00	2019 06 03	2022 06 02	36	CURRENT		R -	The services are on-going and there are no challenges reported
SHEMUNTU AND SONS	HONEY SUCKING AND SEWER LINE UNBLOCKING	R 900 000.00	R 836 682.50	63317.5	13 05 2019	2022 05 12	36	CURRENT		R -	The services are on-going and there are no challenges reported
THE DOCUMENT WAREHOUSE	SECURE OFF-SITE STORAGE	R 31 983.24	R 31 983.24	R -	2019 06 04	2024 06 03	60	CURRENT		R -	The services are on-going and there are no challenges reported
HTB CONSULTING	ICT AUDIT SERVICE PROVIDER	R 482 323.80	R 421 160.70	R 61 163.10	2019 07 15	2022 07 14	36	CURRENT		R -	The services are on-going and there are no challenges reported
MVI CONSTRUCTION JV DEN PLANT HIRE	CONSTRUCTION OF WARD 14 SPORTFIELD	R 423 145.25 <sup>7</sup>	R 032 888.95 <sup>7</sup>	R 284 575.09 -	2019 09 03	2020 07 22	11	EXPIRED	4	R -	The Project has been completed
GOLDEN REWARDS 1420 CC	REHABILITATION OF MUNICIPAL BUILDINGS	R 786 356.87 <sup>1</sup>	R 831 252.43	R 955 104.44	2019 10 11	2020 03 10	5	CURRENT		R -	The contract has been put under abeyance because some of the material was a specialized one ( Lift ) and now is ready to resume and documentation to keep

											contract alive will be accordingly signed
SSR SECURITY T/A MAHLUBI TRANSPORT	SURFACING OF UMZIMKHULU TOWNSHIP ROADS - WARD 16 PHASE 4	R 597 634.31 <sup>8</sup>	R 036 394.48 <sup>6</sup>	R 779 636.71 <sup>1</sup>	2019 10 14	2020 08 26	10	EXPIRED	1	R -	The initial contract has lapsed but there are extensions requested and will accordingly adjust contracts
DENASA CIVILS AND CONSTRUCTION	CONSTRUCTION OF LANDFILL SITE ACCESS ROAD	R 799 647.20 <sup>4</sup>	R 482 853.88 <sup>4</sup>	R 119 538.24 <sup>-</sup>	2019 10 18	2020 07 15	9	EXPIRED	3	R -	The Project has been completed
INFINITY ALLIANCE	PROVISION OF STREETLIGHTS IN CBD AND TOWNSHIP WARDS 2,11,12 &16(POOL)	R 104 746.54	R 104 746.54	R -	2019 10 30	2020 10 29	12	CURRENT		R -	The services are on-going and there are no challenges reported
IZINGODLA ENGINEERING	RURAL ELECTRIFICATION FOR WARDS 4,9,13,14 & 18 (POOL)	R 507 000.01	R 507 000.01	R -	2019 10 18	2020 10 16	12	CURRENT		R -	The services are on-going and the contract has since been extended to allow the consultant to manage the contractor till construction completion
GIYA TRADING 5CC	PROVISION OF CLEANING SERVICES	R 000 000.00 <sup>9</sup>	R 839 044.80	R 160 955.20 <sup>8</sup>	2019 11 04	2021 11 03	24	CURRENT		R 291 632.20	The services are on-going and there are no challenges reported
BRIGHT PICTURES	SUPPLY AND DELIVERY OF IDP GROCERY	R 246 608.00	R 804 779.64		2019 10 21	2020 11 20	13	EXTENDED	7	R -	This project has since been completed and there are extensions since the services provider completed the project beyond the initial term of the contract

BRIGHT PICTURES	PROVISION OF AUDIO & VIDEO SERVICES	R 409 600.00		R 409 600.00	2019 10 21	2022 10 20	36	CURRENT		R -	The services are on-going and there are no challenges reported
AFRISCOST	PROVISION OF QUANTITY SURVEYING SERVICES	R 141 039.20	R -	R -	2019 11 11	2022 11 11	36	CURRENT		R -	The services are on-going and there are no challenges reported
MTSWAKO OFFICE SOLUTION (PTY) LTD	PROVISION OF MULT-FUNCTIONAL PRINTERS	R 755 300.90	R 755 300.90	R -	2019 12 18	2022 12 10	36	CURRENT		R -	The services are on-going and there are no challenges reported
SANGE INSTITUTE OF OCCUPATIONAL SAFETY & HEALTH	HAZARD IDENTIFICATION AND RISK ASSESSMENT SYSTEM	R 283 400.00 <sup>1</sup>	R 981 180.00	R 302 220.00	2020 02 10	2022 02 09	24	CURRENT		R -	The services are on-going and there are no challenges reported
BOBOSHE TRADING ENTERPRISE	CONSTRUCTION OF WARD 07 SPORTS FIELD	R 661 782.10 <sup>6</sup>	R 343 088.05 <sup>3</sup>	R 713 077.50 <sup>2</sup>	2020 02 04	2020 10 03	8	CURRENT	3	R -	The project is on-going and there are extension requested and we shall accordingly adjust the contract
DARK OR BLUE MARKETING AND COMMUNICATION	DESIGN, PRINT & SUPPLY MULT-LINGUAL NEWSLETTER, ANNUAL REPORT, DIARIES AND CALENDERS	R 294 750.00 <sup>3</sup>	R 098 250.00 <sup>1</sup>	R 196 500.00 <sup>2</sup>	2020 01 17	2023 01 16	36	CURRENT		R -	The services are on-going and there are no challenges reported
IQHAYIYA DESIGN JV MSAVHENI LANDSCAPING	LANDSCAPING, GREENING DESIGN AND INSTALLATION OF WELCOMING SIGNAGE WITHIN UMZIMKHULU MUNICIPALITY	R 936 942.16	R 450 945.82	R 485 996.34	2020 02 08	2020 11 07	9	EXPIRED		R 136 771.83	The contract has since ceased to exist

BAAI HOLDINGS JV CRESTON PHAHLE	CONSTRUCTION OF MALENGE COMMUNITY HALL WARD 03	R 968 644.74 <sup>4</sup>	R 416 521.72 <sup>4</sup>	R 552 123.02	2020 02 10	2020 10 02	8	CURRENT	3		The Project has been completed
TOWER CITY TRADING 193 CC	ROUTINE MAINTANCE OF UMZIMKHULU TOWNSHIP ROADS	R 000 000.00 <sup>8</sup>	R 429 734.64 <sup>6</sup>	R 570 265.36 <sup>1</sup>	2020 02 04	2022 02 03	24	CURRENT		R -	The services are on-going and there are no challenges reported
DATA CENTRIX	SERVER INFRASTRUCTURE UPGRADE WITH 36 MONTHS MAINTENANCE & SUPPORT	R 500 000.00 <sup>2</sup>	R 926 931.76	R 573 068.24 <sup>1</sup>	09 03 2020	2023 03 08	36	CURRENT		R -	The services are on-going and there are no challenges reported
CAKATA TRADING & PROJECTS	CONSTRUCTION OF RETAINING WALL AT NEW TESTING GROUND	R 638 598.78 <sup>1</sup>	R 406 523.03 <sup>1</sup>	R 83 112.22	2020 03 15	2020 10 14	7	CURRENT		R -	The project is on-going and there are extension requested and we shall accordingly adjust the contract
CAKATA TRADING & PROJECTS	CONSTRUCTION OF SMME HUB PHASE 2	R 920 115.47 <sup>1</sup>	R 211 090.97 <sup>1</sup>	R 709 024.50	2020 03 15	2020 11 14	8	CURRENT		R -	The project is on-going and there are extension requested and we shall accordingly adjust the contract
STORAGE TECHNOLOGY SERVICES T/A NEXIO	SUPPLY AND DELIVERY OF ICT EQUIPMENT	R -	R -	R -	2020 06 01	2021 05 30	12	CURRENT		R -	The services are on-going and there are no challenges reported
DALEKA TRADING ENTERPRISE	CONSTRUCTION OF DUMISA COMMUNITY HALL WARD 21	R 275 147.51 <sup>5</sup>	R 108 328.90 <sup>4</sup>	R 166 818.61 <sup>1</sup>	2020 03 12	2020 09 14	6	CURRENT	1	R -	The project is on-going and there are extension requested and we shall accordingly adjust the contract
SIYAKWET HEMBA CONTRACTORS	CONSTRUCTION OF KHILIVA COMMUNITY HALL WARD 22	R 401 918.14 <sup>5</sup>	R 449 107.81 <sup>3</sup>	R 952 810.33 <sup>1</sup>	2020 03 12	2020 09 11	6	CURRENT		R -	The project is on-going and there are extension requested and we shall

											accordingly adjust the contract
GIYA TRADING 5	SERVICE PROVIDER FOR STREET CLEANING SERVICES	R 129 571.52 <sup>1</sup>	R 270 766.69	R 858 804.83	2020 05 18	2022 05 17	24	CURRENT		R -	The services are on-going and there are no challenges reported
EMERGENCY AFRICAN SERVICES	SUPPLY AND DELIVERY OF FIRE ENGINE TRUCK	R 829 891.45 <sup>4</sup>	R -	R 829 891.45 <sup>4</sup>	2020 06 01	2021 02 28	9	CURRENT		R -	The project/ has since been rendered ( Completed )
BHEKUANG EL TRADING JV BG MAZONGO LO	CONSTRUCTION OF NONINGQA COMMUNITY HALL WARD 04	R 798 671.24 <sup>4</sup>	R 598 494.29 <sup>2</sup>	R 200 176.95 <sup>2</sup>	2020 05 15	2020 11 15	6	CURRENT		R -	The projects is on-going and the extension has been requested and we shall accordingly adjust the contract
VEEZ MICRO ENTERPRISES	RURAL ELECTRIFICATION FOR WARD 4, 9, 13, 14 & 18 (835 CONNECTIONS)	R 953 660.00 <sup>20</sup>	R 019 158.27 <sup>12</sup>	R 934 501.73 <sup>8</sup>	24 06 2020	2021 04 24	10	CURRENT		R -	The project is on-going and there are no challenges reported
MNTOMNYAMA CONSULTING	IMPLEMENTATION OF MACHUNWINI - THUSI AND GUGWINI ACCESS ROAD	R -	R -	R -			0	CURRENT		R -	The services have commenced
VUBA IMAGINNER S CC	IMPLEMENTATION OF NCAMBELE AND LUKHALWENI ACCESS ROAD	R -	R -	R -			0	CURRENT		R -	The services have commenced
MASAKHEK ULUNGE PROJECT MANAGERS	IMPLEMENTATION OF LUKHASINI AND BOVINI ACCESS ROAD	R -	R -	R -			0	CURRENT		R -	The services have commenced

IMPLEMENTATION OF THORNBUSH AND NIGEL ACCESS ROAD	WNA CONSULTING	R -	R -	R -			0	CURRENT		R -	The services have commenced and are rate based
AFRICOST COST SOLUTIONS	IMPLEMENTATION OF CHANCELE COMMUNITY HALL	R 141 039.20	R 141 039.20	R -			0	CURRENT		R -	The services have commenced ( and are rate based)
SIYEZA CONSULTING ENGINEERS	IMPLEMENTATION OF KWAFISH AND ZAMAZELE-MASAMINI ACCESS ROAD	R -	R -	R -			0	CURRENT		R -	The services have commenced
MFS ACCOUNTANTS	BTO POLICIES PROCEDURE REVIEW AND ASSET MANAGEMENT	R 175 324.55 <sup>2</sup>	R 873 438.48	R 301 886.07 <sup>1</sup>	2020 07 01	2021 06 30	12	CURRENT		R -	The services are on-going and there are no challenges reported
MATAYA SPECIALIST ENGINEERS	FEASIBILITY STUDY FOR DEVELOPMENT OF IRRIGATION SYSTEM AT MUNICIPAL POUND	207 00.00	R -				0			R -	The services have commenced
SOMPISY VEE TRADING	SUPPLY AND DELIVERY OF SOCIAL RELIEF GROCERIES	R 500 000.00 <sup>1</sup>	R 804 779.64	R 695 220.36	2020 07 01	2021 06 30	12	CURRENT		R -	The services are on-going social there are no challenges reported
BEE AND TEE CONSTRUCTION	SURFACING OF IBIS ROAD PHASE 04	R 265 666.23 <sup>11</sup>	R 458 621.38	R 782 893.37 <sup>9</sup>	2020 07 28	2021 04 27	9	CURRENT		R -	The project has since been terminated due to poor performance
FMA ENGINEERS	LOCAL INTEGRATED TRANSPORT SECTOR PLAN	R 549 510.48	R 33 089.36	R 516 421.12			0			R -	The projects is yet to commence

MABOZELA TRADING	CONSTRUCTION OF NGUNJIN ACCESS ROAD	R 4 991 199.75	R 144 719.64 <sup>2</sup>	R 846 480.11 <sup>2</sup>	2020 08 20	2021 05 03	8	CURRENT		R -	The project is on-going and there are no challenges reported
DEEP BLACK	FEASIBILITY STUDY AND A BUSINESS PLAN FOR UMZIMKHULU LIGHT INDUSTRIAL FACILITY	R 815 000.00	R -	R 815 000.00			0			R -	The projects is almost about to commence
CAKATA AFRICA TRADING	CONSTRUCTION OF WASHBANK ACCESS ROAD	R 3 617 886.20	R 986 245.12 <sup>1</sup>	R 631 641.08 <sup>1</sup>	2020 09 03	2021 04 02	7	CURRENT		R -	The project is on-going and there are no challenges reported
SSR SECURITY T/A MAHLUBI TRANSPORT	CONSTRUCTION OF GCEBENI ACCESS ROAD	R 4 676 421.95		R 676 421.95 <sup>4</sup>	2020 09 17	2021 05 16	8	CURRENT		R -	The project is on-going and there are no challenges reported
IZINGODLA ENGINEERING	PREPARATION OF ELECTRICITY SECTOR PLAN	R 231 420.00	R -	R 231 420.00	2020 08 20	2021 04 19	8	CURRENT		R -	The project has commenced no issues raised
ASIPHILES ANDE TRADING	PROVISION OF SECURITY SERVICES	R 670 080.78 <sup>1</sup>	R 670 080.78 <sup>1</sup>	R -	2020 08 31	2020 11 30	3	EXPIRED		R -	The services was a two months service and has since ceased to exist
		R 670 080.78 <sup>1</sup>	R 845 284.14	R 824 796.64							
LUPICON TRADING	CONSTRUCTION OF MATSHENI ACCESS ROAD	R 963 817.41 <sup>3</sup>	R 061 486.80 <sup>1</sup>	R 902 330.61 <sup>2</sup>	2020 10 13	2021 05 12	7	CURRENT		R -	The project is on-going and there are no challenges reported
IMBAWULA TECHNICAL SERVICES	SUPPLY AND INSTALLATION OF 33 STREETLIGHTS AND 5 NEW HIGH MASTS WITHIN UMZIMKHULU MUNICIPALITY	R 640 018.22 <sup>3</sup>	R 607 324.55	R 032 693.67 <sup>3</sup>	2020 10 01	2021 04 30	7	CURRENT		R -	The project is on-going and there are no challenges reported



ONKAMALA NGA TRADING	LIBRARY PROMOTIONAL MATERIAL	R 500 000	R -	R 500 000.00	2020 10 13	2020 11 12	1	CURR ENT		R -	The project is expected to be completed by the 15 /12/2020
BUYEYE CONSULTI NG	COMPLETION OF MEMORIAL HALL	R 53 688 674.60	R 7 483 030.37	R 46 205 644.23	2019 07 01	2021 10 30	28	CURR ENT		R -	The project is on-going and there are no challenges reported
ORAP MEDICAL SUPPLIES	PROCUREMENT OF COVID 19 PPE	R 743 000.00	R 64 687.50	R 678 312.50	2020 11 12	2021 05 11	6	CURR ENT		R -	The services are on- going and there are no challenges reported
BG MAZONGO LO CONSTRUC TION	CONSTRUCTION OF ANTI-CLIMB FENCE AT OLD TRAFFIC DEPARTMENT AND SHED	R 1 475 139.78	R -				0			R -	The project is yet to commence
CHAMPION CIVILS	SUPPLY AND DELIVERY OF REFUSE BAGS	R 288 000.00	R -				0			R -	The services are yet to be full rendered
DIPHOROR O CONSULTI NG	SUPPLY AND DELIVERY OF IMPLEMENTS (PLOUGH & DISC)	R 230 805.00	R -				0			R -	The services are yet to commence