

COMMENTS ON MFMA SECTION 71 RESPONSIBILITIES:

Section 71 of the MFMA requires municipalities to return a series of financial performance data to the National Treasury at specified intervals throughout the year. The Chief Financial Officer states that these data sets were returned according to the reporting requirements.

Signed (Acting Chief Financial Officer).....

Dated:

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GLOSSARY

Accessibility indicators	Explore whether the intended beneficiaries are able to access services or outputs.
Accountability documents	Documents used by executive authorities to give <i>“full and regular”</i> reports on the matters under their control to Parliament and provincial legislatures as prescribed by the Constitution. This includes plans, budgets, in-year and Annual Reports.
Activities	The processes or actions that use a range of inputs to produce the desired outputs and ultimately outcomes. In essence, activities describe <i>“what we do”</i> .
Adequacy indicators	The quantity of input or output relative to the need or demand.
Annual Report	A report to be prepared and submitted annually based on the regulations set out in Section 121 of the Municipal Finance Management Act. Such a report must include annual financial statements as submitted to and approved by the Auditor-General.
Approved Budget	The annual financial statements of a municipality as audited by the Auditor General and approved by council or a provincial or national executive.
Baseline	Current level of performance that a municipality aims to improve when setting performance targets. The baseline relates to the level of performance recorded in a year prior to the planning period.
Basic municipal service	A municipal service that is necessary to ensure an acceptable and reasonable quality of life to citizens within that particular area. If not provided it may endanger the public health and safety or the environment.
Budget year	The financial year for which an annual budget is to be approved – means a year ending on 30 June.
Cost indicators	The overall cost or expenditure of producing a specified quantity of outputs.
Distribution indicators	The distribution of capacity to deliver services.
Financial Statements	Includes at least a statement of financial position, statement of financial performance, cash-flow statement, notes to these statements and any other statements that may be prescribed.
General Key performance indicators	After consultation with MECs for local government, the Minister may prescribe general key performance indicators that are appropriate and applicable to local government generally.
Impact	The results of achieving specific outcomes, such as reducing poverty and creating jobs.
Inputs	All the resources that contribute to the production and delivery of

GLOSSARY

	outputs. Inputs are "what we use to do the work". They include finances, personnel, equipment and buildings.
Integrated Development Plan (IDP)	Set out municipal goals and development plans.
National Key performance areas	<ul style="list-style-type: none"> • Service delivery & infrastructure • Economic development • Municipal transformation and institutional development • Financial viability and management • Good governance and community participation
Outcomes	The medium-term results for specific beneficiaries that are the consequence of achieving specific outputs. Outcomes should relate clearly to an institution's strategic goals and objectives set out in its plans. Outcomes are "what we wish to achieve".
Outputs	The final products, or goods and services produced for delivery. Outputs may be defined as "what we produce or deliver". An output is a concrete achievement (i.e. a product such as a passport, an action such as a presentation or immunization, or a service such as processing an application) that contributes to the achievement of a Key Result Area.
Performance Indicator	Indicators should be specified to measure performance in relation to input, activities, outputs, outcomes and impacts. An indicator is a type of information used to gauge the extent to which an output was achieved (policy developed, presentation delivered, service rendered)
Performance Information	Generic term for non-financial information about municipal services and activities. Can also be used interchangeably with performance measure.
Performance Standards:	The minimum acceptable level of performance or the level of performance that is generally accepted. Standards are informed by legislative requirements and service-level agreements. Performance standards are mutually agreed criteria to describe how well work must be done in terms of quantity and/or quality and timeliness, to clarify the outputs and related activities of a job by describing what the required result should be. In this EPMDS performance standards are divided into indicators and the time factor.
Performance Targets:	The level of performance that municipalities and its employees strive to achieve. Performance Targets relate to current baselines and express a specific level of performance that a municipality aims to achieve within a given time period.

GLOSSARY

<p>Service Delivery Budget Implementation Plan</p>	<p>Detailed plan approved by the mayor for implementing the municipality’s delivery of services; including projections of the revenue collected and operational and capital expenditure by vote for each month. Service delivery targets and performance indicators must also be included.</p>
<p>Vote:</p>	<p>One of the main segments into which a budget of a municipality is divided for appropriation of money for the different departments or functional areas of the municipality. The Vote specifies the total amount that is appropriated for the purpose of a specific department or functional area.</p> <p>Section 1 of the MFMA defines a “vote” as:</p> <p><i>a) one of the main segments into which a budget of a municipality is divided for the appropriation of money for the different departments or functional areas of the municipality; and</i></p> <p><i>b) which specifies the total amount that is appropriated for the purposes of the department or functional area concerned</i></p>

APPENDICES

APPENDIX A – COUNCILLORS; COMMITTEE ALLOCATION AND COUNCIL ATTENDANCE

Councillors, Committees Allocated and Council Attendance					
Council Members	Full Time / Part Time FT/PT	Committees Allocated	*Ward and/ or Party Represented	Percentage Council Meetings Attendance	Percentage Apologies for non-attendance
				%	%
Cllr ZI Dumzela	FT	Council Meeting, Mayoral Committee, Audit Committee, Strategic & Governance	ANC	70	30
Cllr NP Mposelwa	FT	Council Meeting	ANC	100	0
Cllr N Ngubo	FT	Council Meeting, Corporate Services Standing Committee, Mayoral Committee, Strategic & Governance Committee	ANC	100	0
Cllr TZ Notyoke	FT	Council Meeting, Technical Services Standing Committee, Mayoral Committee, Strategic & Governance Committee	ANC	90	10
Cllr DD Mvumvu	FT	Council Meeting, Community Services Standing Committee, Mayoral Committee	ANC	60	40
Cllr B Salman	FT	Council Meeting, Financial Services Standing Committee, Mayoral Committee, Audit Committee	ANC	60	40
Cllr DF Hartkopf	PT	Council Meeting, Technical Services Standing Committee, MPAC, Rules & Ethics	DA	80	20
Cllr S Mei	PT	Council Meeting, Strategic & Governance Committee	ANC	70	30
Cllr NF Mphithi	PT	Council Meeting, Community Services Standing Committee, MPAC	ANC	100	0
Cllr V Mbulawa	PT	Council Meeting, Corporate Services Standing Committee	ANC	80	20
Cllr XG Motloi	PT	Council Meeting, Technical Services Standing Committee, Rules & Ethics	ANC	90	10
Cllr LN Gova	PT	Council Meeting, Community Services Standing Committee	ANC	100	0

APPENDIX B – COMMITTEES AND COMMITTEE PURPOSES

Committees (other than Mayoral / Executive Committee) and Purposes of Committees	
Municipal Committees	Purpose of Committee
Top Management	To discuss Administrative matters concerning each Directorate, to provide expert inputs in preparation of every meeting within the power of the Institution and to serve as a network for experience sharing.
Audit Committee	To provide independent, objective assurance and consulting services designed to add value and improve the District Municipality's operations. It helps the District Municipality accomplish its objectives by bringing a systematic, discipline approach to evaluate and improve the effectiveness of risk management, governance and control processes.
Council Meeting	To develop mechanism to consult the community and community organisations in performing its functions and exercising its powers as per the legislation.
Mayoral Committee	To discuss and report to the Municipal Council on all decisions taken by the committee as per the delegation assigned to the Mayoral Committee.
DIMAFO	To facilitate effective co-operation between municipalities in the Joe Gqabi District. Its main aim is to enhance integrated development and to consider priorities in the whole district. It is also aimed at affecting the constitutional imperatives relating to co-operative governance as enshrined in Chapter 3 of the Constitution.
MPAC	To consider and evaluate the content of the annual report and to make recommendations to Council when adopting an oversight report in the annual report. To perform any other functions assigned to it through a resolution of Council within its area of responsibility, excluding policy formulation or prioritization matters.
Broad Management	To discuss administrative matters concerning each Section.
Corporate Services Standing Committee	To advise the Mayoral Committee on matters related to Corporate Services
Community Services Standing Committee	To advise the Mayoral Committee on matters related to Community Services
Technical Services Standing Committee	To advise the Mayoral Committee on matters related to Technical Services
Financial Services Standing Committee	To advise the Mayoral Committee on matters related to Financial Services
Strategic & Governance Committee	To advise Council on matters related to Strategic and Governance
Rules & Ethics	To advise Council on matters related to Rules and Ethics
Remuneration Committee	To advise Council on matters related to Remuneration
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APPENDIX C –THIRD TIER ADMINISTRATIVE STRUCTURE

Third Tier Structure	
Directorate	Director/Manager (State title and name)
Office of the Municipal Manager	Manager IGR and Communications: Mr G Gceya
	Manager Mainstreaming: Mr MP Dyantyi
	Manager Internal Audit: Ms A Mahamba
	Manager IDP and PMS: Mr T Phintshane
Community Services	Manager Environmental Health Services: Mr M Saule
	Manager Water Services Authority: Vacant
	Manager Disaster Rescue and Fire Services: Mr Moko
Manager Water Services Provision	Manager WSP: Mr D Lusawana
Technical Services	Manager Roads: Mr L Labuschagnie
Corporate services	Manager Council Support: M L Matyesini
	Manager HR: Mr S Botha
	Manager Skills Development: Ms N Nelani
	Manager Legal Services: Ms N Libazi
	Manager IT: Mr L Gush
Finance	Manager Budget and Treasury: Mr C Samuels
	Manager Expenditure: Ms T Nqgongqwana
	Manager Supply Chain Management: Ms M Mlotywa
	Technical Expert: Ms S du Toit








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APPENDIX D – FUNCTIONS OF MUNICIPALITY / ENTITY











Municipal / Entity Functions		
MUNICIPAL FUNCTIONS	Function Applicable to Municipality (Yes / No)*	Function Applicable to Entity (Yes / No)
Constitution Schedule 4, Part B functions:		
Air pollution	Yes	No
Building regulations	No	No
Child care facilities	No	No
Electricity and gas reticulation	No	No
Firefighting services	Yes	No
Local tourism	Yes	No
Municipal airports	No	No
Municipal planning	Yes	No
Municipal health services	Yes	No
Municipal public transport	Yes	No
Municipal public works only in respect of the needs of municipalities in the discharge of their responsibilities to administer functions specifically assigned to them under this Constitution or any other law	No	No
Pontoons, ferries, jetties, piers and harbours, excluding the regulation of international and national shipping and matters related thereto	No	No
Stormwater management systems in built-up areas	No	No
Trading regulations	No	No
Water and sanitation services limited to potable water supply systems and domestic waste-water and sewage disposal systems	Yes	No
Beaches and amusement facilities	No	No
Billboards and the display of advertisements in public places	No	No
Cemeteries, funeral parlours and crematoria	No	No
Cleansing	No	No
Control of public nuisances	No	No
Control of undertakings that sell liquor to the public	No	No






Facilities for the accommodation, care and burial of animals	No	No
Fencing and fences	No	No
Licensing of dogs	No	No
Licensing and control of undertakings that sell food to the public	No	No
Local amenities	No	No
Local sport facilities	No	No
Markets	No	No
Municipal abattoirs	No	No
Municipal parks and recreation	No	No
Municipal roads	No	No
Noise pollution	No	No
Pounds	No	No
Public places	No	No
Refuse removal, refuse dumps and solid waste disposal	No	No
Street trading	No	No
Street lighting	No	No
Traffic and parking	No	No

APPENDIX E – LONG TERM CONTRACTS AND PUBLIC PRIVATE PARTNERSHIPS

BID NO	DESCRIPTION OF SERVICE	CONTRACTOR/ SERVICE PROVIDER	EXPIRY DATE	EXTENSION / VARIATION	Snap- shot	COMMENTS
Single Source	Loading of Franking Machine (Postage stamps)	Fin Tech Credifon Postage	Ongoing	N/A		Contract still running satisfactorily
JGDM2013/1 4-018	Appointment of professional service provider for Sterkspruit Regional Waste Water Treatment Plant and associated Bulk Infrastructure	Dibanani Consulting cc	23/06/2018	N/A		Contract still running satisfactorily
Single Source	Loading of Franking Machine (Postage stamps)	Fin Tech Credifon Postage	Ongoing	N/A		Contract still running satisfactorily
JGDM2013/1 4-018	Appointment of professional service provider for Sterkspruit Regional Waste Water Treatment Plant and associated Bulk Infrastructure	Dibanani Consulting cc	23/06/2018	N/A		Contract still running satisfactorily
JGDM2014/1 5-003	Provision of Security Services - Gariep	Imbokotho Mkhomto Security Services	27/02/2018	N/A		Contract still running satisfactorily
JGDM2014/1 5-008	Review of Water Services Development Plan for JGDM	Element Consulting Engineers (PTY) Pty	21/12/2018	N/A		Contract still running satisfactorily
JGDM2014/1 5--018	Appointment of a service provider to supply, delivery and offloading of Coagulants, Ga, Liquid, Granular Chlorine Soda Ash and Lime	Metsi Water Solutions (Pty) Ltd	03/04/2019	N/A		Order not placed yet

JGDM2014/1 5-020	Provision of Security Services - Senqu	Imbokotho Mkhonto Security Services	30/09/2018	N/A		Contract running satisfactory
JGDM2014/1 5-020	Provision of Security Services - Elundini	Imbokotho Mkhonto Security Services	30/09/2018	N/A		Contract running satisfactory
JGDM2014/1 5-020	Provision of Security Services - Maletswai	Yolihle Security Services	30/09/2018	N/A		Contract running satisfactory
JGDM2014/1 5-021	Appointment of a Service Provider to offer Legal Service Support to JGDM	Clark Laing Inc Attorneys	31/09/2018	N/A		Contract running satisfactory
SINGLE SOURCE	Laboratory services	East London Industrial Development zone	31/12/2018	N/A		Contract running satisfactory
JGDM2013/1 4-008	Provision of professional services for the design and construction supervision of Maclear water treatment and distribution upgrade	GIBB (Pty) Ltd	30/04/2018	N/A		Contract running satisfactorily.
JGDM2014/1 5-007	Supply and Delivery of Stationery	Mbuzone Holding NRG Office Solutions Life Junkiez (Pty) Ltd	01/03/2018	N/A		Contract running satisfactorily.
JGDM2014/1 5-Q035	Supply and Delivery of barriers	Hi - Q Aliwal North	30/04/2018	N/A		Contract running satisfactorily
Single Source	Joe Gqabi Disaster relief 2014- STEYNSBURG	SBA/Sinakho Consulting JV	31/03/2018	N/A		Contract running satisfactorily
Single Source	Joe Gqabi Disaster relief 2014- ALIWAL NORTH	Iskofu Property Development t/a SKC Engineers Maletswai	31/03/2018	N/A		Contract running satisfactorily

Single Source	Lady Grey Bulk water project.MG/EC0652	Sektor Consulting Engineers	30/06/2018	N/A		Contract running satisfactorily
JGDM2014/1 5-003	Provision of Security Services - Gariep	Imbokotho Mkhomto Security Services	27/02/2018	N/A		Contract still running satisfactorily
JGDM2014/1 5-008	Review of Water Services Development Plan for JGDM	Element Consulting Engineers (PTY) Pty	21/12/2018	N/A		Contract still running satisfactorily
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APPENDIX G – NATIONAL AND PROVINCIAL OUTCOMES FOR LOCAL GOVERNMENT

National and Provincial Outcomes for Local Government		
Outcome/Output	Progress to date	Number or Percentage Achieved
Output: Improving access to basic services	Various initiatives were implemented by the District. The focus of the District is far as basic services are concerned include water, sanitation and municipal health services. AS per the performance report attached in this Annual Report, significant progress was made. However, challenges relating to the ageing bulk water services infrastructure which is about 50 years, the available budget is mainly utilised for operations and maintenance. More funding will be required to meet universal access.	90%: Access to basic sanitation 78%: Access to water
Output: Implementation of the Community Work Programme	The District has prioritised implementation of community works programme. The Community Works Programme (CWP) is having a profound impact on the micro-economy of the District. The District is involved in facilitating implementation of the CWP programme as the actual implementation rests with other stakeholders. The District has previously implemented the programme in a number of wards in Senqu LM, Elundini LM and Maletswai local municipality. Lack of funding impedes further implementation of the programme	Significant progress achieved
Output: Deepen democracy through a refined Ward Committee model	The District is committed to deepening democracy within implementation of various programmes. These include implementation of Executive Mayor's community participation programme, various stakeholder and community participation fora. Community based programmes are implemented at ward level in partnership with the local municipalities.	Significant progress achieved
Output: Administrative and financial capability	The District financial management has significantly improved over the past years. The 2010/11, 2011/12, 2012/13 and 2013/14, 2014/15 and 2015/16 financial years' audit reports were unqualified. A consecutive clean audit result for the 2014/15 and 2015/16 financial years was attained. This shows consistent good performance on service delivery and	Clean Audit results

	sound governance. Maintenance of the clean audit opinion is now the focus of the District.	
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