



RAMOTSHERE MOILOA LOCAL MUNICIPALITY

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COUNCIL RESOLUTION

COUNCIL MEETING HELD ON TUESDAY 29TH AUGUST 2017

ITEM : 11/08/2017
REPORT : MUNICIPAL PUBLIC ACCOUNTS COMMITTEE (MPAC)
SUBJECT : OVERSIGHT REPORT ON THE 2015/2016 ANNUAL
REPORT

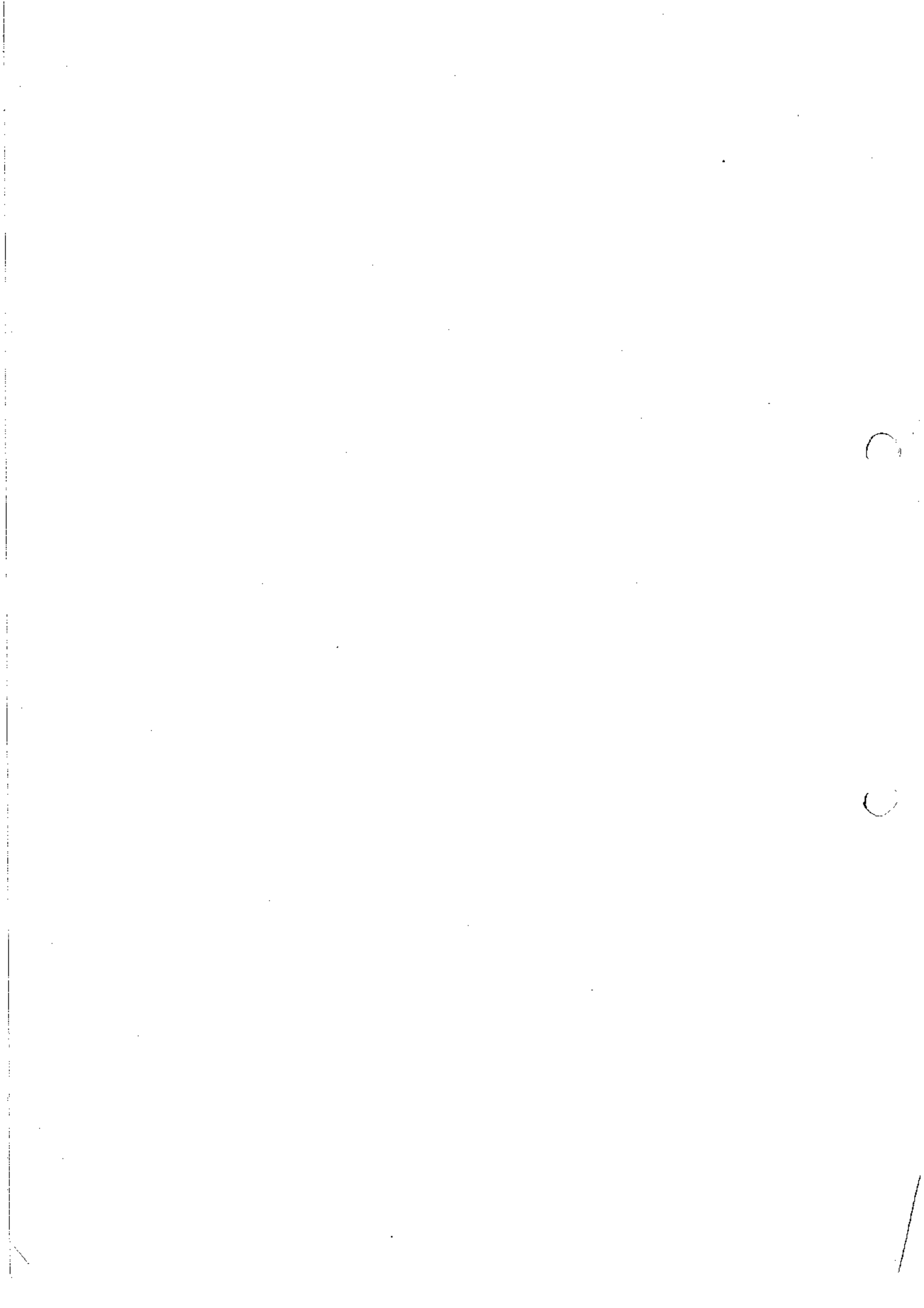
Council resolved as follows:

- Council approved the oversight report and adopt 2015/2016 annual report with reservations as per Auditor's General findings.
- That management must ensure compliance with MFMA 56 of 2003 as well as Municipal Systems Act 32 of 2000 with the regard of publishing the oversight and annual reports on the municipal website as the submission thereof to other spheres of government as well as relevant stakeholders.

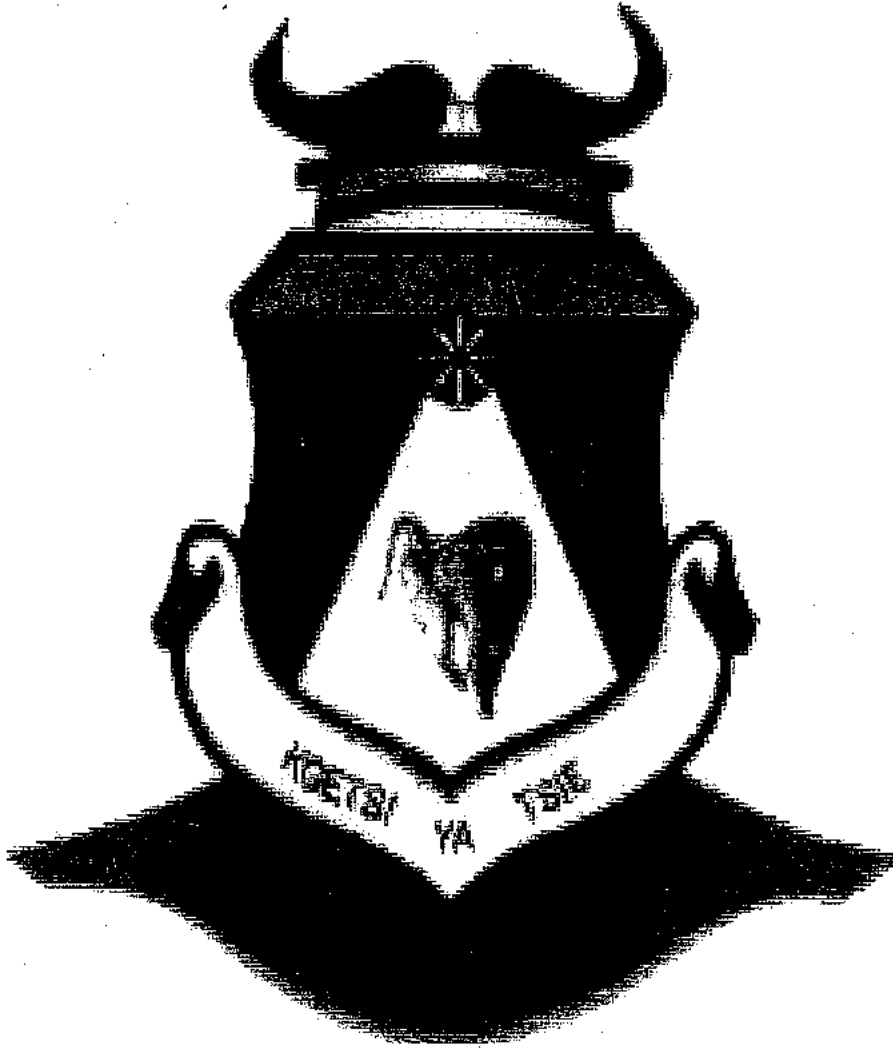


SPEAKER: CLLR T.R. MOILOA

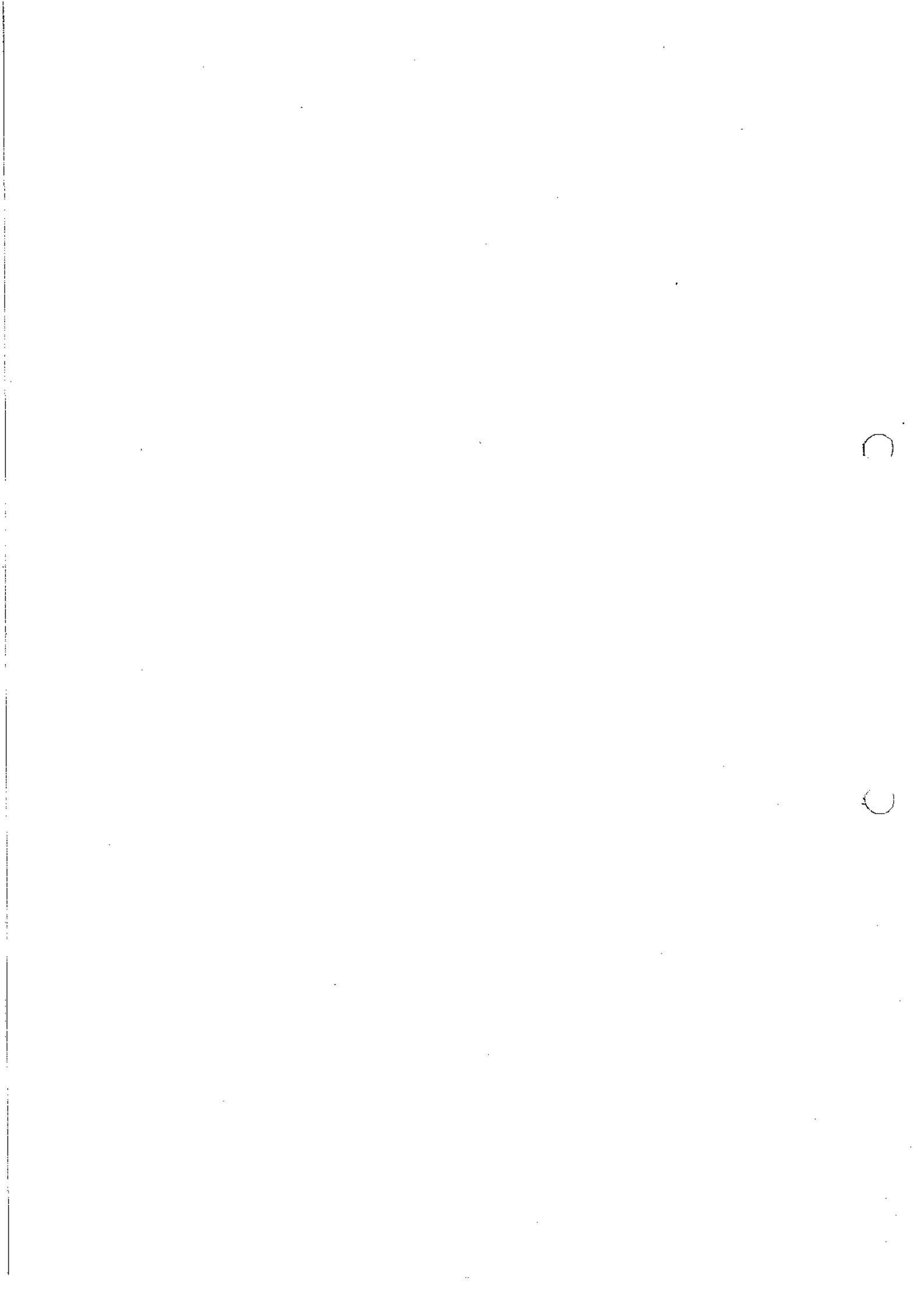
SPEAKER | CLLR T.R. MOILOA



RAMOTHERE MOILOA LOCAL MUNICIPALITY



2015/2016 OVERSIGHT REPORT



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2. ABBREVIATIONS

Admin – Administration
AFS – Annual Financial Statements
AG – Auditor General
AO – Accounting Officer
APAC – Association of Public Accounts Committees
AR – Annual Report
ARCOM – Audit Risk and Performance Committee
CAE – Chief Audit Executive
CLLR - Councillor
COGTA – Department of Corporative Governance and Traditional Affairs
DORA – Division of Revenue Act
EXCO – Executive Committee
FEED – Finance Economy and Enterprise Development
IA – Internal Audit
IDP – Integrated Development Plan
LGHS – Local Government and Human Settlement
MFMA – Municipal Public Accounts Committee
MM – Municipal Manager
MPAC – Municipal Public Accounts Committee
MSA – Municipal Structures Act
MSyA – Municipal Systems Act
NMMDM – Ngaka Modiri Molema District Municipality
NT – National Treasury
OAG – Office of the Auditor General
OR – Oversight Report
PMS – Performance Management System
PPAC – Provincial Public Accounts Committee
PT – Provincial Treasury
RMLM – Ramotshere Moiloa Local Municipality
SALGA – South Africa Local Government Association
SCM – Supply Chain Management
SDBIP – Service Delivery and Budget Implementation Plan
SLA – Service Level Agreement
ToR – Terms of Reference

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3. DEFINITION

Accounting Officer – an official of the municipality appointed in terms of section 54A of the MSyA (the words will be used to refer to the, as well as have the same meaning as Municipal Manager).

Administration – the administrative branch of the Municipality

Annual Report – a report developed in terms of MSyA, section 46, and MFMA, section 121, and duly adopted by Council

Auditor General – the Auditor General of South Africa or a representative of the Auditor General duly delegated to do so.

Chairperson – the duly elected chairperson of a properly constituted committee of council.

Committee – a duly elected and constituted committee of Council.

Community Services – the Community Services Department of the Municipality.

Constitution – Constitution of the Republic of South Africa.

Council – The political (Legislative/Executive) branch of the Municipality.

Councillor – a duly elected councillor of the Municipality.

Director/Senior Manager – a municipal official appointed in terms of section 56 of the MSyA.

Executive Committee – a duly elected and constituted Executive Committee of the Municipality in terms section 43 of the Municipal Structures Act, No. 117 of 1998.

LED – the Municipal Planning and Development Department

Manager – a duly appointed Unit Manager of the Municipality.

Mayor – the duly elected political head of the Municipality.

MPAC Administrator – the MPAC support staff/official responsible for duties assigned to Administrator in the MPAC organogram.

MPAC Manager – the MPAC support staff/official responsible for duties assigned to the Manager in the MPAC organogram.

MPAC Researcher – the MPAC support staff/official responsible for duties assigned to the researcher in the MPAC organogram.

MPAC Support Staff – the MPAC administrative staff/officials responsible for duties assigned to MPAC Support Staff in the MPAC organogram.

Municipal Manager – an official of the municipality appointed in terms of 54A of the MSyA. (the word will be used to refer to the, as well as have the same meaning as Accounting Officer).

Municipality – Ramotshere Moiloa Local Municipality, its Council and Administration.

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Official – a duly appointed employee of the municipality

Portfolio Committee – a duly elected and constituted committee of council delegated to undertake oversight duties over a specific department of the Municipality.

Resolution – a decision of Council

Speaker – the duly elected chairperson of Council.

Technical Services – the Infrastructure Development and Technical Services Department of the Municipality

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4. INTRODUCTION

The Oversight Report is the final major step in the annual reporting process of a municipality. Section 129 of the Municipal Finance Management Act, 56 of 2003 requires the council to consider the annual report of its municipality and to adopt an oversight report containing the council's comments on the annual report. The purpose of the annual report is to:

- Provide a record of the activities of the municipality;
- Provide a report on performance in service delivery and against the budget;
- Provide information that supports the revenue and expenditure decisions made
- Promote accountability to the local community for decisions made

Municipal Public Accounts Committee appointed by council in accordance with the provisions of section 79 (1) (a)(b) and (c) of the Municipal Structures Act, 117 of 1998, to amongst others oversee the content of the annual report on behalf of council.

The 2015/2016 Annual Report was tabled in council on the 06 June 2017. This was not done in compliance with section 127 (2) of the MFMA, 56 of 2003 "which states that the mayor of the municipality must, within seven months after the end of a financial year, table in the municipal council the annual report of the municipality and of any municipal entity under the municipality's sole or shared control".

The final step of reporting is for the municipality to consider the oversight report and adopt the annual report in light of the Findings and Recommendations contained in the Oversight report. In terms of the new guidelines, the oversight report must be compiled by MPAC after consultation with members of the community and other stakeholders (such as receiving briefing from the Auditor General on the Audit Report).

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5. MEMBERS OF THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE

The Municipal Public Accounts Committee was established by the Council as a section 79 Committee (Municipal Structures Act, 117 of 1998) during the Council sitting of the 31st of August 2016, Item No: 01/08/2016

MPAC is composed as follows:



CLLR MANTHOKO
MPAC CHAIRPERSON



CLLR MORAKE



CLLR PULE



CLLR MADISA



CLLR MOROENG



CLLR MOILOA



CLLR MOLEFE



CLLR RANTWA



CLLR THEMBO



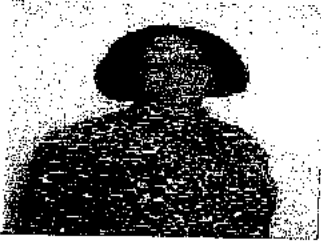
CLLR MOREBANTWA



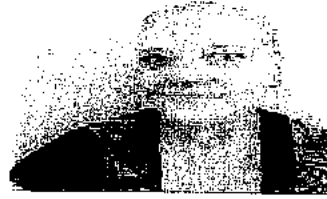
CLLR MOGOROSI

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The following changes were made to the membership of the committee:



CLLR SULIMAN WHO REPLACED CLLR RANTWA



CLLR VENTER WHO REPLACED CLLR MORAKE



CLLR PHETWE WHO REPLACED CLLR MADISA



CLLR NGWEYE WHO REPLACED CLLR MOGOROSI

SUPPORT STAFF TO THE COMMITTEE



**KETUMILE SESWANE
MPAC MANAGER**



**PATRICK MOTHUSI
MPAC RESEARCHER**



**TEBOGO MOTSOKOANE
MPAC ADMINISTARTOR**

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6. LEGISLATIVE FRAMEWORK

- a. The Annual Report is prepared in accordance with section 121 of the Municipal Finance Management Act, 56 of 2003 (MFMA) wherein it prescribes that:

121. Preparation and adoption of annual reports

- MFMA 121(1) – Every municipality and municipal entity must for each financial year prepare an annual report in accordance with this Chapter. The council of a municipality must within nine months after the end of a financial year deal with the annual report of the municipality and of any municipal entity under the municipality's sole or shared control in accordance with section 129.
- MFMA 121(2) – The purpose of an annual report is-
 - (a) to provide a record of the activities of the municipality or municipal entity during the financial year to which the report relates;
 - (b) to provide a report on performance against the budget of the municipality or municipal entity for the financial year; and
 - (c) to promote accountability to the local community for the decisions made throughout the year by the municipality or municipal entity.
- MFMA 121(3) – The Annual Report of a municipality must include-
 - (a) the annual financial statements of the municipality, and in addition, if section 122(2) applies, consolidated annual financial statements, as submitted to the Auditor-General for audit in terms of section 126(1);
 - (b) the Auditor-General's audit report in terms of section 126(3) on those financial statements;
 - (c) the annual performance report of the municipality prepared by the municipality in terms of section 46 of the Municipal Systems Act;
 - (d) the Auditor-General's audit report in terms of section 45(b) of the Municipal Systems Act;
 - (e) an assessment of the municipality's accounting officer of any arrears on municipal taxes and service charges;
 - (f) an assessment by the municipality's accounting officer of the municipality's performance against the measurable performance objectives referred to in section 17(3)(b) for revenue collection from each revenue source and for each vote in the municipality's approved budget for the relevant year;
 - (g) particulars of any corrective action taken or to be taken in response to issues raised in the audit reports referred to in paragraphs (b) and (d);
 - (h) any explanation that may be necessary to clarify issues in connection with the financial statements;
 - (i) any information as determined by the municipality;
 - (j) any recommendations of the municipality's audit committee; and
 - (k) any other information as may be prescribed.

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- b. The Annual Report of a municipality is tabled in the municipal council in accordance with section 127 of the Municipal Finance Management Act, 56 of 2003 (MFMA) wherein it prescribes that:

127. Submission and tabling of annual reports

- MFMA 127(2) – The mayor of a municipality must, within seven months after the end of a financial year, table in the municipal council the annual report of the municipality and of any municipal entity under the municipality's sole or shared control.
- MFMA 127(3) – If the mayor, for whatever reason, is unable to table in the council the annual report of the municipality, or the annual report of any municipal entity under the municipality's sole or shared control, within seven months after the end of the financial year to which the report relates, the mayor must-
 - (a) promptly submit to the council a written explanation referred to in section 133(1)(a) setting out the reasons for the delay, together with any components of the annual report listed in section 121(3) or (4) that are ready; and
 - (b) submit to the council the outstanding annual report or the outstanding components of the annual report as soon as may be possible.
- MFMA 127(5) – Immediately after an annual report is tabled in the council in terms of subsection (2), the accounting of the municipality must-
 - (a) in accordance with section 21A of the Municipal Systems Act-
 - (i) make public the annual report; and
 - (ii) invite the local community to submit representations in connection with the annual report; and
 - (a) submit the annual report to the Auditor-General, the relevant provincial treasury and the provincial department responsible for local government in the province.
- MFMA 127(6) – Subsection (5), with necessary modifications as the context may require, is also applicable if only components of the annual report are tabled in terms of subsection (3).

- c. The Oversight Report is prepared and tabled in the council in accordance with section 129 of the Municipal Finance Management Act, No 53 of 2006 (MFMA) wherein it prescribes that:

129. Oversight reports on annual reports

- MFMA 129(1) – the council of a municipality must consider the annual report of the municipality and any municipal entity under the municipality's sole or shared control, and by no later than two months from the date on which the annual report was tabled in the council in terms of section 127, adopt an oversight report containing the council's comments on the annual report, which must include a statement whether the council-
 - (a) has approved the annual report with or without reservations;

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- (b) has rejected the annual report;
 - (c) has referred the annual report back for revisions of those components that can be revised.
- MFMA 129(2) – the accounting officer must-
 - (a) attend council and council committee meetings where the annual report is discussed, for the purpose of responding to questions concerning the report; and
 - (b) submit copies of the minutes of those meetings to the Auditor-General, the relevant provincial treasury and the provincial department responsible for local government in the province.
- MFMA 129(3) – the accounting officer must in accordance with section 21A of the Municipal Systems Act make public an oversight report referred to in subsection (1) within seven days of its adoption.
- MFMA 129(6) – this section, with necessary modifications as the context may require, is also applicable if only components of the annual report were tabled in terms of section 127(3).

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7. CHAIRPERSON'S FOREWORD

This oversight report covers the financial period of 2015/2016. It focus on the performance of the Ramotshere Moiloa Local Municipality in the context of the priorities reflected in 2015/2016 financial year's integrated development plan (IDP) and the service delivery and budget implementation plan (SDBIP).

In the case of any irregular expenditure or any fruitless and wasteful expenditure incurred by the municipality or municipal entities, MPAC will have the right to call upon the accounting officer of the municipality or whoever is responsible to account as well as to provide clarity or information.

Section 127(5)(a)(i)(ii) of the Municipal Finance Management Act (MFMA) further provide the assurance of guidance on the manner in which municipal council should consider annual report and conduct public hearing.

We present also the success and challenges of the municipality. We are working together to achieve our objectives with the ward committees and municipal officials in the planning and decision making processes of the local government.

We are aware of the challenges that are facing our communities such as infrastructure, water backlog, roads as well as unemployment. Ramotshere Moiloa Local Municipality is striving to overcome those challenges.

On the government, municipality has translated the concepts of meaningful interaction with communities for tangible outcome into reality as the municipality once received the provincial award for the best municipality. Ramotshere Moiloa Local Municipality has also been awarded Clean Audit for being the "Best performing municipality in the province."

This has come through dedication and persuasion as it involves joint planning and implementation of the programmes and projects by various departments.

The success we had would not have been achieved without the assistance from the province, ward committee, councillors and the officials.

Let me conclude by quoting Abraham Lincoln saying that "Is certainly know that if the war fails, the administration fails, and that I will be blamed for it; whether I deserve it or not. And I ought to be blamed; if I could do better. You think I could do better; therefore you blame me already. I think I could not do better; therefore I blame you for blaming me".


Cllr Koagile Isaac Manthoko

MPAC CHAIRPERSON

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8. OVERSIGHT PROCESS PLAN

8.1.1 2015/2016 OVERSIGHT PROCESS PLAN

PURPOSE

The following activities will be conducted by MPAC with the purpose and intention of successfully fulfilling the oversight mandate of MPAC.

ROLE PLAYERS	PURPOSE	COMPLIANCE	VENUE	TIME	DATE
MPAC members and support staff	To consider the contents of the 2015/2016 annual report	MFMA section 129 Guidelines for the Establishment of MPACs, MFMA Circulars 11, 32 & 63	Mayoral Boardroom	10H00 am	09/06/2017
MPAC meeting with municipal management	To address MPAC findings on the 2015/2016 annual report	MFMA sections 129(2) & 130(1) Guidelines for the establishment of MPACs, MFMA CIRCULARS 11, 32 & 63	Council Chamber	12H00 am	15/06/2017
Public consultative meetings on the 2008/2009 annual reports	To get representations from the community and other key stakeholders	MFMA sections 127 & 130 Guidelines for the Establishment of MPACs, MFMA Circulars 11, 32 & 63			
Cluster No: 01 Motswedi Hall Wards 01,02,03,04,05 & 06			Motswedi Community Hall	10H00 am	19/06/2017
CLUSTER NO: 02 Lehurutshe Civic Centre Wards 07,08,12,13,16,17 & 18			Lehurutshe Civic Centre	10:00 AM	21/06/2017

4. 5/2016 OVERSIGHT REPORT

Cluster No: 3								
Dinokana Community Hall Wards 09, 10, 11, 14 & 15						Dinokana Community Hall	10:00 AM	23/06/2017
MPAC members and support staff	Consolidation of the oversight reports	MFMA section 129(1)				Rustenburg	10H00	26 - 30/06/2017
Council meeting	Tabling of the oversights report in council	MFMA section 129(1)				Council Chamber	10H00	TBC

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9. COUNCIL RESOLUTION ON THE 2015/2016 ANNUAL REPORT

- a. The Council having fully considered the 2015/2016 Annual Report of the municipality and representations thereon, adopts the oversight report; and
- b. The council adopts the annual report with reservations in terms of section 129(1)(a) of the Municipal Finance Management Act, 56 of 2003 as included in the comments in pages 15 to 26 of the oversight report

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10. COMMENTS ON THE 2015/2016 ANNUAL REPORT

10.1. COMPONENTS OF THE ANNUAL REPORT AS PER SECTION 121 (3) OF MFMA, 56 OF 2003 AND MFMA CIRCULAR 11

CONTENT OF THE ANNUAL REPORT	YES/NO	ANNUAL REPORT PAGE NO.	MPAC COMMENTS
a) Annual Financial Statement of the municipality	Yes	145	None
b) AG's report on the financial statements	Yes	111	None
c) Annual Performance report of the municipality prepared by the municipality in terms of section 46 of the municipal systems act.	Yes	214	None
d) Auditor General's report in terms of section 45 (b) of the Municipal System Act	Yes	111	None
e) Particulars of corrective action taken or to be taken or to be taken in response to issues raised in the audit reports referred to in paragraphs (b) and (d)	Yes	200	None
f) Any recommendations of the municipal's audit committee	Yes	133	None

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10.2. PUBLIC PARTICIPATION

LEGISLATIVE REQUIREMENT	COMPLIANCE	RESPONSE	RECOMMENDED CORRECTIVE ACTION
Sections 127 & 130 of the MFMA	1. Was the public invited to the council sitting where the annual report was considered?	1. No	1. Management must put measures in place to comply with sections 130(1) of the MFMA
	2. Did the Accounting Officer make public the annual report?	2. No	2. Management must put measures in place to comply with section 127(5)(a)(f) of the MFMA
	3. Was the annual report submitted to the AG; PT and DLG&TA?	3. No (was submitted in April)	3. Management put measures in place to comply with section 127(5)(b) of the MFMA
	4. Was the community invited to make representations in connection with the annual report?	4. Yes	4. None

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10.3. COMMUNITY REPRESENTATIONS ON THE ANNUAL REPORTS.

- a) *Municipalities often get disclaimers due to lack of service delivery to the community and that councillors do not play their role of oversight.*
- b) *The voice of the youth is silent in terms of the budget of the municipality.*
- c) *What actions have the municipality taken to avoid financial losses incurred?*
- d) *The money that has been mismanaged as per the audit report could have been used for the empowerment of the youth.*
- e) *How will the municipality address the issue of non-disclosure of commitments that they have made?*
- f) *Where in Mosweu are the high mass lights located?*
- g) *Why is that key positions in the municipality are being held by individuals in the acting capacity?*
- h) *Why can't the municipality reinvest in existing start-up project that has potential for growth rather than putting that monies in new projects that will ultimately fold?*
- i) *How did the municipality accumulate the R18m of unauthorised expenditure?*
- j) *How does Eskom assist the municipality with regards to material loss relating to electricity?*

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10.4. SUMMARY OF FINDINGS AND RECOMMENDATIONS ON THE 2008/2009 ANNUAL REPORT

Annual Report: Completeness, Accuracy, Reliability, Relevancy and Usefulness

Political Governance:

a) Finding:

The information contained in the table for political structure pre-elections is incomplete, inaccurate, unreliable and therefore not useful.

Recommendation

Management must take corrective actions to ensure that the information provided is complete, accurate, reliable and useful.

Tables 15, 21, 25, 38, 53, 61, 70 and 75:

b) Finding:

The tables reflect the number of posts, employees as well as vacancies that do not tally/correspond.

Recommendation:

Management must put control measures in place to ensure that the tables contain information that is accurate and reliable.

Table 76:

c) Finding:

Figures provided in the table do not tally/correspond with the figures provided in the tables for employees by department or units.

Recommendation:

Management must take corrective actions to ensure that this does not occur in the future.

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Tables 13, 17, 22, 24, 27, 34, 41, 47, 54, 60, 61, 62, 65, 68, 69, 70, 71, 76, 77, 78, 81, 84, 86, 87 and 91:

d) Finding:

The tables are incomplete as they have missing information.

Recommendations:

Management must take corrective measures to identify the root causes and to eliminate such omissions.

Financial Performance:

Tables 16:

e) Finding:

The original budget column of the table for the year under review indicates a deficit instead of a surplus while the adjustment budget column reflects a total operating expenditure of R 7 237 407 instead of R 7 431 046 which led to the net operating expenditure being inaccurate.

Recommendation:

Management must establish, implement and continuously monitor control mechanisms to ensure that the financial information in the tables is free of errors and misstatements.

Table 31:

f) Finding:

The actual budget column of the table shows a surplus of R 7 943 834 instead of a surplus of R 2 592 642.

Recommendation:

Management must take assurance measures to ensure that financial information in the tables is accurate.

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Annual Performance Plan:

Summarized Institutional Performance:

g) Finding:

The figures provided in the table are not accurate and are therefore not reliable or useful.

Recommendation:

Management must put measures in place to ensure that the figures provided are accurate, reliable and useful.

Annual Performance Report: Key Performance Indicators

h) Finding:

About 49 key performance indicators are stated as being unachieved or being partially achieved.

Recommendation:

Management must develop, implement and monitor processes on an on-going basis to ensure the achievement of all KPIs.

Annual Report: Consistency between planning and reporting documents

Table 5 of 2015/16 Annual Report as reviewed against the Municipal Financial Information (Page 11) in the 2015/16 SDBIP

i) Finding:

The annual report indicates an income of R 282 122 000 whereas the SDBIP indicates an income of R 362 208 835, a difference of R 80 086 835.

Recommendation:

Management must identify the root causes of such misstatements and put control measures in place to ensure that there is consistency between planning and reporting documents and that the annual report is an authoritative representation of the activities of the municipality for the year under review.

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Table 16 of 2015/16 Annual Report as reviewed against Monthly projection of Income by source (Page 13) in the 2015/16 SDBIP

j) Finding:

The annual report reflects an original budget of R 24 978 805 whereas the SDBIP indicates a budget of R 11 326 852.

Recommendation:

Management must identify the reasons for such differences and develop and implement procedures to ensure that there is consistency between the planning and reporting documents.

Table 22 of the 2015/16 Annual Report as reviewed against Monthly projection of Income by source (Page 13) in the 2015/16 SDBIP

k) Finding:

The annual report does not have any amount for the original budget whereas the SDBIP has an amount of R 5 108 265 as the budget.

Recommendation:

Management take corrective processes to ensure that the reporting document and planning document relate to each other.

Annual Report: **Compliance with Legislation**

Administrative Governance:

l) Finding:

The annual report indicates that annual performance agreement were signed by the municipal manager and senior managers directly accountable to the municipal manager as required by section 57(1)(a) and (b) of the Municipal Systems Act, however the performance agreements for the acting directors were not published on the municipal website as required by section 75(1)(d) of the Municipal Finance Management Act.

Recommendation:

Management must take steps to correct and prevent non-compliance with section 75(1)(d) of the Municipal Finance Management Act.

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Websites:

m) Finding:

The annual report indicates that all budget related policies have been published on the municipal website as required by sections 21A and 21B(1)(b) of the Municipal Systems Act as well as section 71(1)(b) of the Municipal Finance Management Act. However, the Supply Chain Management policy of the municipality has not been published on the municipal website.

Recommendation:

Management must put measures in place to ensure compliance with applicable legislation.

n) Finding:

The annual report indicates that the 2014/15 annual report has been placed on the municipal website as required by sections 21A and 21B(1)(b) of the Municipal Systems Act as well as sections 75(1)(c) and 127(5)(a)(i). However, there is not a single annual report published on the municipal website as required by legislation.

Recommendation:

Management must put measures in place to ensure compliance with applicable legislation.

Annual Report: Auditor General's Report:

Paragraph 6 and 7: Inventories and Consumer debtors

o) Finding:

The auditor general was unable to obtain sufficient appropriate audit evidence for inventories and consumer debtors during audit.

Recommendation:

Management must take corrective measures to ensure that the reported inventories and consumer debtors are supported by relevant and adequate supporting documents during audit.

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Paragraph 10: Unauthorized expenditure

p) Finding:

Unauthorized expenditure was overstated by an amount of R 18 487 754.

Recommendation:

Management must put processes in place to prepare annual financial statements in accordance with sections 122 and 125 of the Municipal Finance Management Act that are free of material errors and omissions.

q) Finding:

Management and Council did not deal with unauthorized expenditure for the financial year under review and for prior years as required by sections 32 and 171 of the Municipal Finance Management Act.

Recommendation:

The accounting officer must take the necessary steps to prevent unauthorized expenditure as required by section 62(1)(d) of the Municipal Finance Management Act and management and Council must put processes in place to address unauthorised expenditure in line with the provisions of sections 32 and 171 of the Municipal Finance Management Act.

Paragraph 11: Irregular expenditure

r) Finding:

Management and Council did not deal with the irregular expenditure as required by sections 32 and 171 of the Municipal Finance Management Act.

Recommendation:

The accounting officer must take the necessary steps to prevent irregular expenditure as required by section 62(1)(d) of the Municipal Finance Management Act and management and Council must put processes in place to address irregular expenditure in line with the provisions of sections 32 and 171 of the Municipal Finance Management Act.

Paragraph 16: Distribution losses

s) Finding:

The municipality did not disclose distribution losses in the annual financial statements and does not have control measures to accurately determine the extent of water distribution losses.

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Recommendation:

Management must put measures in place to determine the extent of and to disclose distribution losses in compliance with section 125 of the Municipal Finance Management Act.

Paragraph 19: Fruitless and wasteful expenditure

t) Finding:

Fruitless and wasteful expenditure of R 4 530 260 was incurred in the financial year under review.

Recommendation:

Management must unfold consequence management processes to recover the fruitless and wasteful expenditure against officials responsible as required by section 32 of the Municipal Finance Management Act.

Paragraph 20: Material Losses

u) Finding:

The municipality incurred distribution losses of R13 471 728.

Recommendation:

Management must put control measures in place to prevent distribution losses.

Paragraph 29 – 31: Usefulness of reported performance information

v) Finding:

A number of reported indicators and targets are not consistent with those in the approved IDP while other indicators were not relating to the realization of goals and objectives of the municipality nor were they verifiable.

Recommendations:

- i) Management must take corrective measures to improve the alignment of reported indicators and targets to approved indicators and targets as well as to ensure that indicators relate to the objectives and goals of the municipality and that they can be verified.

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- ii) Management must submit quarterly performance reports to the internal audit unit for auditing as required by section 45(a) and regulation 14 of the Municipal Systems Act.

Annual Report: **Audit and Risk committee recommendations:**

w) Finding:

Management failed to implement some of the recommendations of the Audit Committee.

Recommendation:

Management must develop mechanisms for implementing recommendations of the Audit Committee and develop and implement consequence management procedures for failure to implement Audit Committee recommendations.

Conclusion:

Management must report progress achieved in addressing the recommendations of MPAC on a quarterly basis to MPAC once the oversight report has been adopted by Council.

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11. REFERENCES

In compiling the oversight report on the 2014-15 annual report, the Municipal Public Accounts Committee consulted the following sources:

- 11.1. Municipal Finance Management Act, 53 of 2006.
- 11.2. The Municipal Systems Act, 32 of 2000.
- 11.3. The Municipal Structures Act, 117 Of 1998.
- 11.4. The 2015/2016 annual report.
- 11.5. The 2015/2016 SDBIP
- 11.6. MFMA Circular 11, 32 and 63
- 11.7. Guidelines for the establishment of MPACs.
- 11.8. Inputs from the Audit Committee.
- 11.9. Inputs from the Department of Local Government and Human Settlements – Municipal Finance Support.
- 11.10. Responses from management to MPAC questions.
- 11.11. Inputs from members of the community.

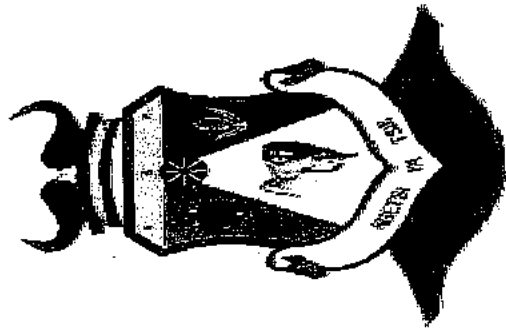
2015/2016 OVERSIGHT REPORT

12. ANNEXURES

- 12.1. MPAC meeting of the 14th of June 2017
- 12.2. MPAC Questions and Management Responses
- 12.3. Public Notices of MPAC meetings
- 12.4. Oversight Public Participation meeting of the 19th of June 2017 (Minutes)
- 12.5. Oversight Public Participation meeting of the 21th of June 2017 (Minutes)
- 12.6. Oversight Public Participation meeting of the 23th of June 2017 (Minutes)
- 12.7. MPAC Briefing by the Auditor General on the 22nd of June 2017
- 12.8. MPAC meeting with management on the 16th July 2017

ANNEXTURE 1

TABLING OF THE ANNUAL REPORT





RAMOTSHERE MOILOA LOCAL MUNICIPALITY

P.O. Box 92, Zeerust
C/o President & Coetzee Street
ZEERUST
2865

Tel : 018 - 642 1081
Fax : 018 - 642 2618
onkgopotse.boikanyo@ramotshere.gov.za

COUNCIL RESOLUTION

COUNCIL MEETING HELD ON TUESDAY 06TH JUNE 2017

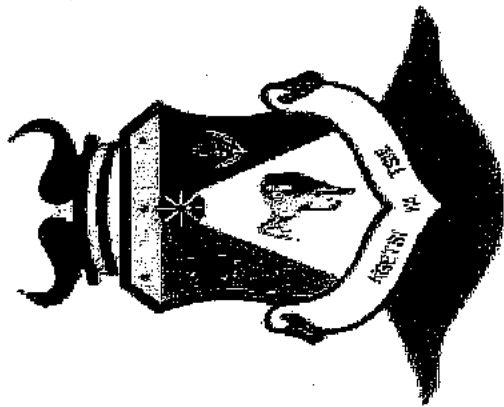
ITEM NO : 56/06/2017
REPORT : OFFICE OF THE MUNICIPAL MANAGER
SUBJECT : TABLING OF THE 2015/2016 ANNUAL REPORT

Council resolved as follows:

- Council adopted the 2015/2016 Annual Report
- That the Oversight Process on the Annual Report be embarked upon.
- That a copy of the report be submitted to relevant stakeholders.
- That publication of the tabled Annual Report be done

SPEAKER: CLLR T.R. MOILOA

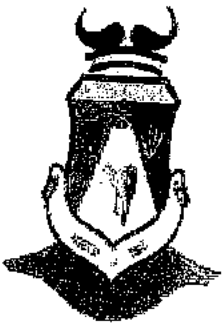
SPEAKER: CLLR T.R. MOILOA



ANNEXTURE 2
MINUTES MPAC MEETING TO
PERUSE THE ANNUAL REPORT

3

3



RAMOTSHERE MOILOA LOCAL MUNICIPALITY

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MPAC OFFICE

MINUTES OF THE MEETING OF MPAC HELD ON THE 14 JUNE 2017

1. OPENING

- i. The meeting opened with a prayer by Cllr Thembo

2. WELCOME

- i) The Chairperson opened the meeting and welcomed all present
- ii) Chairperson outlined the purpose of the meeting as a to peruse the questions and findings on the 2015/2016 Annual Report before they can go to administration for response

1. APPLICATION FOR LEAVE OF ABSENCE

- i) Cllr Morebantwa and Cllr Molefe

NAME OF THE COUNCILLOR	DATE OF THE MEETING	DATE OF THE MEETING
	02 JUNE 2017	14 JUNE 2017
CLLR K.I MANTHOKO	PRESENT	PRESENT
CLLR O.C MOILOA	PRESENT	PRESENT
CLLR N.T MOROENG	PRESENT	PRESENT
CLLR T. MOREBANTWA	APOLOGY	APOLOGY
CLLR J.G PULE	PRESENT	PRESENT
CLLR S.SULIMAN	PRESENT	PRESENT
CLLR S.S THEMBO	APOLOGY	PRESENT
CLLR K. VENTER	PRESENT	PRESENT
CLLR P.J MOLEFE	MOLEFE	APOLOGY
CLLR S.F NGWEYE	ABSENT	PRESENT
CLLR R PHETWE	ABSENT	ABSENT

3. PROPOSAL OF CONDOLENCES BY THE MEMBERS

- i) None

4. PURPOSE OF THE MEETING

4.1 PERUSAL OF THE 2015/2016 ANNUAL REPORT

- a) Members perused the 2015/2016 Annual Report against the draft questions on the report and approved the questions to go to management for responses as they were.

5. CLOSURE

- 6. The meeting adjourned with a prayer by Cllr Thembo

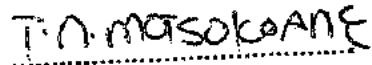
The chairperson adjourned the meeting at 13H00

CLLR K.I MANTHOKO



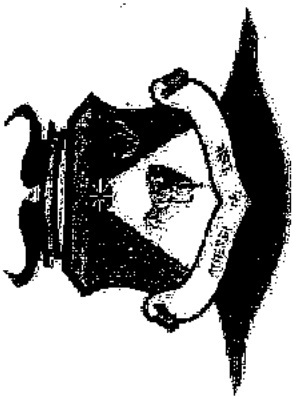
MPAC CHAIRPERSON

TEBOGO MOTSOAKOANE



MPAC ADMINISTRATOR

DATE 2/12/17



RAMOTSHERE MOILOA LOCAL MUNICIPALITY

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OFFICE OF THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE

ATTENDANCE REGISTER FOR MPAC MEETING

DATE: 14 JUNE 2017 2017

TIME: 10H00

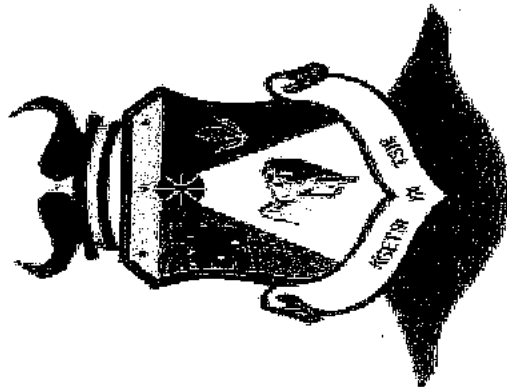
NAME & SURNAME	DESIGNATION	CONTACTS	SIGNATURE
1. CILLR K.I MANTHOKO	MPAC CHAIRPERSON	073 403 5273	
2. CILLR T.J MOREBANTWA	MPAC MEMBER	071 890 5133	
3. CILLR N.T MOROENG	MPAC MEMBER	073 364 6341	<i>N.T. Moroeng</i>
4. CILLR I. SULIMAN	MPAC MEMBER	072 548 8810	
5. CILLR J.G PULE	MPAC MEMBER	073 360 0149	
6. CILLR K. VENTER	MPAC MEMBER	073 2003 307	
7. CILLR O.C MOILOA	MPAC MEMBER	060 957 5152	
8. CILLR S.S THEMBO	MPAC MEMBER	073 420 8381	

9. CLLR P.J MOLEFE	MPAC MEMBER	079 210 6337	
10. CLLR R PETWE	MPAC MEMBER		
11. CLLR S. NGWEYE	MPAC MEMBER	063 0391 233	
12. TEBOGO MOTSOKOANE	MPAC ADMINISTRATOR	078 714 4639	T.MOTSOKOANE
13. PATRICK MOTHUSI	MPAC RESEARCHER	073 252 5770	
14. KETUMILE SESWANE	MPAC UNIT MANAGER	076 427 9399	
15. DAVID SELEKA	SUPPORT STAFF	073 705 4236	

3

cc

ANNEXTURE 3
MPAC QUESTIONS AND
MANAGEMENT RESPONSES ON THE
ANNUAL REPORT



Ramotshere Moiloa Local Municipality

Report to Municipal Public Accounts Committee (MPAC)

10 August 2017



Ramotshere Moiloa Local Municipality

**Report to the Municipal Public Accounts
Committee (MPAC) - Auditor General
Report 2015/2016 Financial Year**

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PURPOSE

To respond to questions raised by the Municipal Public Accounts Committee (MPAC) and to provide clarity on municipality's status quo in addressing issues raised by the office of the Auditor General for the 2015/2016 financial year

BACKGROUND

The office of the municipality manager received a letter from the Municipal Public Accounts Committee dated 13 June 2017, requesting management to submit written comments on the questions raised on the following five (5) questions, after having examined the municipality's report of the Auditor General for the year ended 30 June 2016.

RESPONSES to questions raised MPAC on the 2016/2015 Annual Report

Question 01:

Political Governance:

- 1.1. *The information contained in the table for political structure pre-elections is incomplete, inaccurate, unreliable and therefore not useful. What corrective actions will management take to ensure that in the future the information provided is complete, accurate, reliable and useful?*

RESPONSE :(REMEDIAL ACTION)

- All tables requiring similar or same information should be populated by a relevant directorate to avoid discrepancies.
- Once all the information has been gathered and or compiled it should be subjected to intense review processes including but not limited to: MIM, Management team, CAE and or ARCOM to do quality assurance and check and balance.

Tables 15(HR) 21, 25, 38, 53, 61, 70 and 75: - HR

- 1.2. *The tables reflect the number of posts, employees as well as vacancies that do tally/correspond. What control measures have management taken to ensure that the tables are accurate and reliable?*

RESPONSE

- All tables requiring similar or same information should be populated by a single directorate to avoid discrepancies.
- Once all the information has been gathered and or compiled it should be subjected to intense review processes including but not limited to: MM, Management team, CAE and or ARCOM to do quality assurance and check and balances.
- The approved structure by council will always be a base line reference point.

Table 75 – HR

- 1.3. *Some of the figures provided in the table do not tally/respond with the figures provided in the tables for employees by department or units. What corrective actions will management take to ensure that this does not occur in the future?*

RESPONSE

- All tables requiring similar or same information should be populated by a relevant directorate to avoid discrepancies.
- Once all the information has been gathered and or compiled it should be subjected to intense review processes including but not limited to: MM, Management team, CAE and or ARCOM to do quality assurance and check and balances.
- The approved structure by council will always be a base line reference point.

Tables 13-Technical, 17(technical), 22(Technical), 24(Technical), 27(Technical & Finance), 34(Revenue & technical), 41(Technical & Finance), 47(planning & Finance), 54(planning & Finance), 60(Community services), 61(Community services), 62(Community & Finance), 65(Community & finance), 68(Finance), 69(Finance), 70(HR & finance), 71(Finance), 76(HR), 77(HR), 78(HR), 81(HR), 84(Skills), 86(Finance), 87(Finance) and 91(technical and Finance):

- 1.4. *The tables are incomplete as they have missing information. What is the root cause of the tables not being complete and what steps have management taken to address such omissions?*

RESPONSE

- All tables requiring similar or same information should be populated by a relevant directorate to avoid discrepancies.
- Once all the information has been gathered and or compiled it should be subjected to intense review processes including but not limited to: MM, Management team, CAE and or ARCOM to do quality assurance and check and balances

Political structure post-elections & Tables 50(led & SPEAKER), 51(LED), 52(LED) & 55(LED & FINANCE):

- 1.5. *The information contained in the tables is not relevant or applicable to the financial year under review and would have only been useful for comparative reasons if the information for the year under review was also provided. What corrective measures will management take to ensure that the information contained in the annual report is relevant?*

RESPONSE

- All tables requiring similar or same information should be populated by a relevant directorate to avoid discrepancies.
- Once all the information has been gathered and or compiled it should be subjected to intense review processes including but not limited to: MM, Management team, CAE and or ARCOM to do quality assurance and check and balances.

Financial Performance:**Tables 16: FINANCE**

- 1.6. *The original budget column of the table for the year under review indicates a deficit instead of a surplus while the adjustment budget column a total operating expenditure of R 7 237 407 instead of R 7 431 046 which led to the net operating expenditure being inaccurate. What measures have management established and implemented to ensure that the financial information in the tables is free of errors and misstatements?*

RESPONSE

The original budget column of the table for the year under review indicate a net surplus of R19 980 577, NOT a deficit, which was caused by over budgeted total revenue, hence the reduction in the adjustment budget. However, there was a casting error in the adjustment budget column, the OPEX should have been R7 431 046. To counter such casting errors, the review mechanisms will be enhanced. The Annual Report should be subjected to review by the MM, Mancom, CAE and ARCOM.

Table 31: FINANCE

- 1.7. *The actual budget column of the table shows a surplus of R 7 943 834 instead of a surplus of R 2 592 642. What type of assurance measure has management taken to ensure that financial information in the tables is accurate?*

RESPONSE

There was a casting error in the actual budget column, the OPEX should have been R3 281 947.00 and surplus should have been R 2 592 642.00. To counter such casting errors, the review mechanisms will be enhanced. The Annual Report should be subjected to review by the MM, Mancom, CAE and ARCOM.

Table 39: FINANCE

- 1.8. *The original budget column of the table reflects a deficit instead of a surplus and the actual budget column shows a surplus instead of a deficit. What type of assurance measure has management taken to ensure that financial information in the tables is accurate and reliable?*

RESPONSE

The reflections of the columns are correct as they are. Revenue is always in the credit, so the () indicate excess revenue.

Annual Performance Plan:**Summarized Institutional Performance:**

- 1.9. *The figures provided in the table are not accurate and are therefore not reliable or useful. What steps will management take to ensure that the figures provided are accurate, reliable and useful?*

RESPONSE

- All tables requiring similar or same information should be populated by a relevant directorate to avoid discrepancies.
- Once all the information has been gathered and or compiled it should be subjected to intense review processes including but not limited to: MM, Management team, CAE and or ARCOM to do quality assurance and check and balances.

Key Performance Indicators:

- 1.10. *About 49 key performance indicators are stated as being not achieved or not being fully achieved. Provide a detailed account of the reasons for the non-achievement or partial achievement for each KPI as well as measures that management have developed, implemented and monitored on an on-going basis to ensure the achievement of all KPIs.*

RESPONSE

Refer to Annexure A

Annual Report: Consistency between planning and reporting documents

Question 2

Table 5 of 2015/16 Annual Report as reviewed against the Municipal Financial Information (Page 11) in the 2015/16

- 2.1. *The annual report indicates an income of R 282 122 000 whereas the SDBIP indicates an income of R 362 208 835, a difference of R 80 086 835. What is the root cause of such misstatements and what measures have management put in place to ensure that there is consistency between planning and reporting documents and that the annual report is an authoritative representation of the activities of the municipality for the year under review?*

RESPONSE

- All tables requiring similar or same information should be populated by a relevant directorate to avoid discrepancies.
- Once all the information has been gathered and or compiled it should be subjected to intense review processes including but not limited to: MM, Management team, CAE and or ARCOM to do quality assurance and check and balances.

Table 16 of 2015/2016 Annual Report as reviewed against monthly projection of income by source (Page 13)

- 2.2. *The annual report reflects an original budget of R 24 978 805 whereas the SDBIP indicates a budget of R 11 326 852. What is the reason for the difference and what measures will management develop and implement to ensure that there is consistency between the planning and reporting documents?*

RESPONSE

- All tables requiring similar or same information should be populated by a relevant directorate to avoid discrepancies.

- Once all the information has been gathered and or compiled it should be subjected to intense review processes including but not limited to: MM, Management team, CAE and or ARCOM to do quality assurance and check and balance.

Table 22 of the 2015/16 Annual Report as reviewed against Monthly projection of Income by source (Page 13) in the 2015/16 SDBIP

- 2.3. The annual report does not have any amount for the original budget whereas the SDBIP has an amount of R 5 108 265 as the budget. What led to this difference and what corrective actions will management take to ensure that the reporting document and planning document relate to each other?

RESPONSE

- All tables requiring similar or same information should be populated by a single directorate to avoid discrepancies.
- Once all the information has been gathered and or compiled it should be subjected to intense review processes including but not limited to: MM, Management team, CAE and or ARCOM to do quality assurance and check and balances

Annual Report: Compliance with Legislation

Question 3:

Administrative Governance:

- 3.1. *The annual report indicates that annual performance agreement were signed by the municipal manager and senior managers directly accountable to the municipal manager as required by section 57(1) (a) and (b) of the Municipal Systems Act, however the performance agreement for the Director Technical Services was not published on the municipal website as required by section 75(1) (d) of the Municipal Finance Management Act. What steps have management taken to correct this non-compliance?*

RESPONSE

- The documents have been placed in the Municipal Website. Controls are in place to ensure that all documents are to be placed on the website as legislated.
- A check list for all required documents to be developed an monitored by ICT manager, and verified by the compliance manager on quarterly basis

Public Meetings

- 3.2. The annual report indicates that the municipality finalizes a process plan every year around August. Provide MPAC with the P.O.E of the said process plan as well as the public notice posted on newspapers.

RESPONSE

Refer to Annexure B

Websites:

- 3.3. *The annual report indicates that all budget related policies have been published on the municipal website as required by sections 21A and 21B (1) (b) of the Municipal Systems Act as well as section 71(1) (b) of the Municipal Finance Management Act. However, the Supply Chain Management policy of the municipality has not been published on the municipal website. What measure have management put in place to ensure compliance with applicable legislation in this regard?*
- 3.4. *The annual report indicates that the 2014/15 annual report has been placed on the municipal website as required by sections 21A and 21B (1) (b) of the Municipal Systems Act as well as sections 75(1) (c) and 127(5) (a) (i). However, there is not a single annual report published on the municipal website as required by legislation. What measure have management put in place to ensure compliance with applicable legislation in this regard?*
- 3.5. *The annual report indicates that the performance agreements have been entered into as required by section 57(1) (b) and 57(2) of the Municipal Systems Act as well as 75(1) (d) of the Municipal Finance Management Act. However, during the course of the financial year under review, there was an acting municipal manager, acting chief financial officer, acting director technical services and an acting director corporate service. No performance agreements were entered into with any of them. What measures did management take to correct the non-compliance in this regard?*

RESPONSE

- 3.3. – 3.4. The documents have been placed in the Municipal Website. Controls are in place to ensure that all documents are to be placed on the website as legislated.
- 3.5. The Performance Agreements were sent to the Directors and the acting MM. to be signed.
- A check list for all required documents to be developed and monitored by ICT manager, and verified by the compliance manager on quarterly basis

Budget deficits:

Tables 22 (finance & TECHNICAL), 26 (FINANCE AND TECHNICAL), 39 (FINANCE & TECHNICAL), 41 (FINANCE & TECHNICAL), 62 (FINANCE AND COMMUNITY), 64 (COMMUNITY AND ACFO) and 74 (ACFO & ACDS):

- 3.6. *The actual budget column of the tables indicates budget deficits. Section 69(1) (a) and (b) of the Municipal Finance Management Act allocates the responsibility for budget implementation to the accounting officer whereas section 70(1) (a) (i) and (ii) of the Municipal Finance Management Act prescribes what the accounting officer must do in instances of shortfalls, overspending and overdrafts. Provide a detailed account of measures taken to comply with sections 69 and 70 of the MFMA as well as corrective actions management will take in the future to ensure compliance with sections 69 and 70.*

RESPONSES

There is nothing wrong with a budget having a deficit as long as it is cash funded. Section 71 reports are produced every month and they reflect the financial performance of the municipality. The accounting officer is therefore reporting on a monthly basis with regard to budget management. Section 72 of the MFMA provide

for the opportunity to evaluate overall performance of the municipality and allow the accounting officer to prepare and adjustment budget to address any short comings.

Annual Report: Auditor General's Report:

Question 4:

Paragraph 6 and 7: Inventories and Consumer debtors

- 4.1. *The auditor general was unable to obtain sufficient appropriate audit evidence for inventories and consumer debtors during audit. What corrective measures have management taken to ensure that the auditor general can be furnished with relevant and adequate supporting documents during audit?*

Paragraph 10: Unauthorized expenditure ACFO&ALL DIRECTORS

- 4.2. *Unauthorized expenditure was overstated by an amount of R 18 487 754. What measures have management put in place to prepare annual financial statements in accordance with sections 122 and 125 of the Municipal Finance Management Act, that are free of material errors and omissions?*
- 4.3. *Did management and Council deal with the unauthorized expenditure as required by sections 32 and 171 of the Municipal Finance Management Act? Provide a detailed account of the steps taken in that regard.*
- 4.4. *What measures did the accounting officer take to prevent the unauthorized expenditure as required by section 62(1) (d) of the Municipal Finance Management Act?*

Paragraph 11: Irregular expenditure ACFO&ALL DIRECTORS

- 4.5. *There was an amount of XX disclosed as irregular expenditure. What corrective actions have management taken to ensure that irregular expenditure is prevented as required by section 62(1)(d) of the Municipal Finance Management Act? Provide a detailed account in that regard.*
- 4.6. *Did management deal with the irregular expenditure as required by sections 32 and 171 of the Municipal Finance Management Act? Provide a detailed account in that regard.*

Paragraph 16: Distribution losses ACFO& TECHNICAL

- 4.7. *The municipality did not disclose distribution losses in the annual financial statements and does not have control measures to accurately determine the extent of water distribution losses. What progress have management registered with regard to putting control measures in place to prevent and to accurately determine the extent of water distribution losses?*

Paragraph 19: Fruitless and wasteful expenditure ACFO&ALL DIRECTORS

- 4.8. *Fruitless and wasteful expenditure of R 4 530 260 have been disclosed in the annual financial statements. What progress have management registered in recovering fruitless and wasteful expenditure as required by section 32 of the Municipal Finance Management Act?*

Paragraph 20: Material Losses ACFO & TECHNICAL

4.9. The municipality incurred distribution losses of R13 471 728. What measures have management developed, implemented and monitored on an on-going basis to ensure that such losses are prevented as required by section 62(1)(d) of the Municipal Finance Management Act?

4.1 to 4.9

QUALIFICATIONS	ROOT CAUSE	AUDIT ACTION PLAN
4.1 Inventories	Lack of sufficient records. No land audit done.	-Conduct Land audit. -Update inventory lists and registers -Perform biennial reconciliations
4.1 Consumer debtors	Inadequate accounting records. Debtors book cleansing.	-Debtors book cleansing - Improve record keeping
4.7 Distribution loss Disclosure	No disclosure made. No measurement of water losses	- Enhance AFS review mechanism - Adequate supervision and management of consultants - Improve calculation methods
4.2 to 4.4 Unauthorized expenditure	Lack of review mechanisms.	- Enhance in year monitoring and monthly reporting. - Enhance AFS review mechanism - Adequate supervision and management of consultants
4.5 to 4.6 Irregular Expenditure	Incomplete irregular expenditure registers. Non-adherence to the SCM Policy. Ineffective contract management.	- Enhance in year monitoring and monthly reporting. - Enhance AFS review mechanism - Adequate supervision and management of consultants
4.8 to 4.9 Fruitless and wasteful expenditure	Lack of review mechanisms.	- Enhance in year monitoring and monthly reporting. - Enhance AFS review mechanism - Adequate supervision and management of consultants

Paragraph 30- 31: Usefulness of reported performance information –

4.10. A number of reported indicators and targets are not consistent with those in the approved IDP while other indicators were not relating to the realization of goals and objectives of the municipality nor were they verifiable. What corrective measures have management taken to improve the alignment of reported indicators and targets to approved indicators and targets as well as to ensure that indicators relate to the objectives and foals of the municipality and that they can be verified?

- 4.11. *Did management submit quarterly performance reports to the internal audit unit for auditing as required by section 45(a) and Regulation 14 of the Municipal Systems Act and section 165(2)(b)(v) of the Municipal Finance Management Act?*

RESPONSE

- 4.10 The IDP was not reviewed when the SDBIP was reviewed. Going forward, both documents will be reviewed for changes.
- 4.11 Yes

Annual Report: Audit and Risk committee recommendations:

Question 5:

- 5.1. *What progress have management registered in implementing recommendations of the audit committee and in instances where management did not implement the recommendations of then what were the consequences of the non-implementation?*

RESPONSE

**AUDIT & RISK COMMITTEE RESOLUTIONS REGISTER 2015/2016 FINANCIAL YEAR:
COMPLETED AS AT 12th MAY 2016**

No	Resolution No.	Resolution Taken	Target Date	Responsible Official	Progress/Challenges/Interventions
01	ARC 05:20/07/15	The updated AIP to be presented to ARCOM a week after ARCOM meeting.	Week ending 31st July 2015	Risk Manager	Concluded
02	ARC 05:21/08/15	Draft Annual report should be submitted to ARCOM member before the next ARCOM sitting	24 August 2015	MM/EM	Concluded
03	ARC 04:20/07/15	ARCOM resolved that the completed MFMA tracking register be presented to the Committee.	Next ARCOM meeting	Manager Compliance	Concluded
04	ARC 02:20/07/15	ARCOM resolved that CAE provide the Committee with proper feedback	Next ARCOM Quarterly Meeting	CAE	Concluded

		concerning the Interim AFS as well as the Internal Audit reviews.			
05	ARC 03:20/07/15	ARCOM resolved that the evidence for the skills transfer by the service providers who support the Budget & Treasury be presented to the Committee.	Next ARCOM Quarterly Meeting	CFO	Concluded
06	ARC 04:21/08/15	AFS to be submitted for review on the 25 th August 2015 as scheduled	25 th August 2015	CFO	Concluded
07	ARC 01:21/08/15	ARCOM resolved that Risk Management report must form part of the standing agenda item.	Next ARCOM meeting	Manager Risk	Concluded
08	ARC 03:21/08/15	ARCOM resolved that Litigation report must form part of the standing agenda items	Next ARCOM Meeting	Manager Legal/EM	Concluded
09.	ARC 01:26/10/15	Internal Audit Control Assessment to be completed by management and to be discussed in the next Council Resolution	Next ARCOM Quarterly Meeting	Risk Manager/MANCO	Concluded
10.	ARC 07:26/10/15	Vacant ICT positions be filled and all the outstanding ICT Policies be completed	Next ARCOM Quarterly Meeting	ICT Manager	Concluded
11.	ARC	The Chairperson	Next ARCOM	AMM/Compliance Manager	Concluded

	03:12/05/16	requested the CAE to propose few projects to implement during 01 st Quarter 2016/2017--round robin approval-while waiting for the finalization of other processes.	Quarterly Meeting		
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AUDIT & RISK COMMITTEE RESOLUTIONS REGISTER 2015/2016: IN PROGRESS AS AT 30th JUNE 2016

No	Resolution No.	Resolution Taken	Target Date	Responsible Official	Progress/Challenges/Interventions
1.	ARCR29:25/06/14	Technical SDBIP for the municipality to be finalised for the municipality.	Next ARCOM Quarterly Meeting	MANCO/EM	Still in progress
2.	ARCR 04: 25/11/2014	The support plan to be presented as a priority to be discussed at a level of EXCO and the plan to be work in progress.	August 2015	EM/AMM	A draft support plan for 2015/16 is in place still under discussions with Stakeholders. Matter still work in progress.
3.	ARC 02:21/08/15	ARCOM resolved that IT risk register and report must form part of the standing agenda items	Next ARCOM Meeting	Manager IT/ Manager Risk	The matter is receiving attention. The position of the Risk Manager has been re-advertised.to be filed during the next financial year.

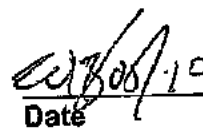
4.	ARC 02:26/10/15	IT Risk Assessment to be completed	Next ARCOM Quarterly Meeting	Risk Manager/ICT	The matter is receiving attention. The position of the Risk Manager has been re-advertised.to be filed during the next financial year.
5.	ARC 03:26/10/15	Plan should be compiled between the Speaker's office and the Risk Management unit on Fraud and Anti-Corruption matters.	Next ARCOM Quarterly Meeting	Risk Manager	The matter is receiving attention. The position of the Risk Manager has been re-advertised.to be filed during the next financial year.
6.	ARC 04:26/10/15	ARCOM requested a report on the progress and activities of the Risk Management Committee	Next ARCOM Quarterly Meeting	Risk Manager/Risk Management Committee	The matter is receiving attention. The position of the Risk Manager has been re-advertised.to be filed during the next financial year.
7.	ARC 05:26/10/15	Environmental scanning on emerging risk be performed	Next ARCOM Quarterly Meeting	Risk Manager/Community Services	The matter is receiving attention. The position of the Risk Manager has been re-advertised.to be filed during the next financial year.
8.	ARC 06:26/10/15	Covering letter is prepared for the Litigation report and a column for amount claimed for exposure is added to the report.	Next ARCOM Quarterly Meeting	MM/Legal Manager	Legal Manager position vacant and it has created a gap in the unit. The position will be advertised.
9.	ARC 02:12/05/16	Strategic register be finalized by the person appointed to replace	Next ARCOM Quarterly Meeting	AMM/Risk Manager	The matter is receiving attention. The position of the Risk Manager has been re-advertised.to be filed during the next financial year.

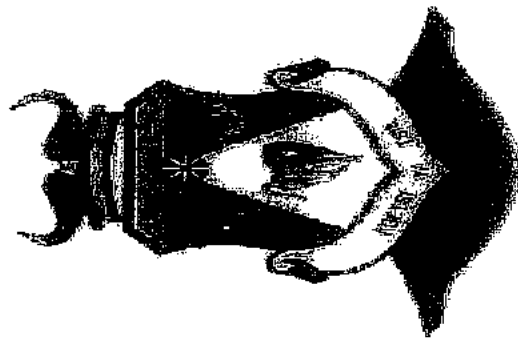
		the position of the Risk Manager.			
10	ARC 05:12/05/16	Cumulative reporting should be considered by the PMS manager and the municipality. Targets set are inconsistent and the PMS manager should revisit them. PMS manager should involve PA's in filling and compiling POE's PMS manager should consider developing the KPI manual.	Next ARCOM Quarterly Meeting	AMM/PMS Manager	The matter is receiving attention. Management resolved that the Directors prepare the reports together with the POE's (Portfolio of evidence to be submitted for Internal Audit review purposes).

Conclusion

Acting municipal and Management of Ramotshere Moiloa Local Municipality appreciates the support provided by the Municipal Council and MPAC, and Commits to ensure full Compliance and adherence to the all related legislation, as well as the timeframes stipulated, as such is considered to be vital in obtaining an improved audit outcome.


 Mrs. M.I. Matthews
 Acting Municipal Manager


 Date



ANNEXTURE A

CORPORATE SERVICES									
Measurable Objective	Key Performance Indicator	Baseline	Annual Target	Budget	Outcome Indicator	Actual Performance	Reason for Deviation	Corrective measure	Portfolio Of Evidence
Promote an effective, efficient and economical administration by improving sound labour relations practices	Number of Local Labour Forum meetings held	4	4	Operational	Sound labour climate	2	There was political instability within the municipality during the year which caused disruptions to some of the scheduled meetings	N/A	Minutes of LLF meetings and attendance register
Promote an effective, efficient and economical administration by improving sound labour relations practices	Reviewed Human Resource Strategy	Human resource strategy not reviewed	Tuesday 31 May 2016	Operational	Capacitate and motivated employees	Not Achieved	Oversight by management	The Human Resource Strategy will be reviewed during 2015/2016 financial year.	Copy of reviewed HR strategy and Council Resolution
Promote an effective, efficient and economical administration by improving sound labour relations practices	Number of Council Policies reviewed	25	25	Operational		6	The other 19 policies were considered up to date and were thus not amended.	Review of policies will be done during 2015/2016 financial year	Reviewed Council Policies, register of policies, Council Resolution
Promote an effective, efficient and economical administration by improving sound labour relations practices	Number of Reports submitted to Council on compliance with occupational health and safety Act	0	4	Operational	Safe working environment	2	Scheduled Council Meeting did not take place	Reports will be submitted timeously during 2015/2017 financial year	4 compliance Reports and Council Resolutions
Promote an effective, efficient and economical administration	Reviewed file plans	File Plan reviewed and adopted	30-May-16	Operational	Improved accountability	Not Achieved	Oversight by management	The file plan will be reviewed during the 2016/2017 financial year.	Reviewed File Plan and council resolution

	12	Employee Satisfaction Survey	0	Jun-16	Operational		Not Achieved	Oversight by management	The survey will be conducted during 2016/2017 year	ESS report, supported by POE file of fully completed individual questionnaires
Achieve Employment Equity	13	Number of reports submitted to Council on adherence to the Employment Equity Plan targets	New	4	Operational	Transformed organisation	3	Oversight by management	All reports will be submitted during 2016/2017	Copies of reports and council Resolution
OFFICE OF THE MUNICIPAL MANAGER										
Measurable Objective		Key Performance Indicator	Baseline	Annual Target	Budget	Outcome Indicator	Actual Performance	Reason for Deviation	Corrective measure	Portfolio Of Evidence
Promote accountable, Efficient and Transparent Administration	16	Number of reports submitted to Council on the Implementation of the Audit Improvement Plan	1	2	Operational	Improved Audit Outcome	1	Person responsible has resigned	Allocate work to another Incumbent while in the process of filling the post.	Implementation report on AIP (Council Resolution and Minutes noting the report)
Promote Community Participation	23	Reviewed Communication Strategy	31-May-15	31-May-16	Operational	An Informed community	Not Achieved	Oversight by management	Will be implemented during 2016/2017	Communication Strategy (Council Resolution)
Promote Community Participation	24	Reviewed Community Participation Policy	New	31-May-16	Operational	An Informed community	Not Achieved	Oversight by management	Will be implemented during 2016/2017	Adopted Community Participation Policy (Council Resolution)

Promote Community Participation	25	Number of external municipal Newsletter publications issued	2	4	R 120 000	An informed community	0	Due to cash constraints experienced during the year, newsletters were the least priority expenditure	To be given priority during 2016/2017	4 copies of external newsletter publications
Promote accountable, efficient and Transparent Administration	26	Number of reports submitted to Council on the implementation of Risk Management and Fraud Prevention Plans	0	4	Operational	Sound Risk Management	1	The position of risk manager was vacant and no one was appointed to take the responsibilities	The work will be allocated to another individual in the new year	4 Reports (Council Resolution)
Promote accountable, efficient and Transparent Administration	27	Number of Risk Assessment Workshops conducted	2	2	Operational	Sound Risk Management	0	The position of risk manager was vacant and no one was appointed to take the responsibilities	The work will be allocated to another individual in the new year	Outcomes report for the Assessment Workshops held
Promote accountable, efficient and Transparent Administration	28	Number of Risk and Fraud Awareness Conducted	New	2	R16 000	Sound Risk Management	0	The position of risk manager was vacant and no one was appointed to take the responsibilities	The work will be allocated to another individual in the new year	Outcomes report for the Awareness Workshops
Promote accountable, efficient and Transparent Administration	29	Risk Management Policy Frameworks Reviewed	New	31-May-16	Operational	Sound Risk Management	0	The position of risk manager was vacant and no one was appointed to take the responsibilities	Allocate work to another incumbent.	Risk Management Policy Framework (Council Resolution)
Promote accountable, efficient and Transparent Administration	30	Number of Risk Assessment Workshops conducted	2	2	Operational	Sound Risk Management	0	The position of risk manager was vacant and no one was appointed to take the responsibilities	Allocate work to another incumbent.	Outcomes report for the Assessment Workshops held
Promote accountable, efficient and Transparent Administration	31	Water servitudes	New KPI	Dec-15	Operational	Sound Legal	Not Achieved	The position of legal manager (person)	Position to be filled after new	Registration Certificate

public safety and traffic control																			
Facilitate the provision and maintenance of Community Infrastructure, and public safety and traffic control	61	Number of Entrances and circles refurbished in Municipal urban area	1	3	R 1 000 000	Access to community facilities	0	Cash constraints			Will be implemented during 2016/2017	Completion Certificates							
provide for and Maintain cemeteries	66	Procured land for development of a cemetery at Groot Marico	New KPI	Sep-16	R 1000 000	Maintained Cemeteries	Not achieved	Planning & Development Directorate had discovered that land adjacent to existing cemetery belongs to the municipality			Expedite resolution on the disputes of land ownership at Groot Marico	Sale Agreement							

TECHNICAL SERVICES

Measurable Objective	Key Performance Indicator	Baseline	Annual Target	Budget	Outcome Indicator	Actual Performance	Reason for Deviation	Corrective measure	Portfolio Of Evidence
Facilitate the provision of water	Erected Water servitudes at Rietpoort pump station	Water Servitude in registration stages	Jun-16	R2 000 000	Increased access to services	Not achieved	Budget constraints	To be implemented next financial year	Completion Certificate
Build and maintain roads and storm water	Number of kilometres of roads re-gravelled	3km's	4km's	Operational	Improved mobility and access	2.45km	Cash constrains and break down of machiner	To be completed during 2016/2017	Gravelling Report and Council Resolution
Build and maintain roads	Number of km's of roads	0	3km's	R4 m	Improved mobility	0km	Budget Constraints	To be implemented in	Completion Certificates

Improve Revenue Collection	46	Number of reports submitted to Council on the Implementation of the Revenue Enhancement Strategy	2	4	Operational	Improved efficiencies	1	The revenue enhancement committee was not functional during the year	The committee will be reconstituted during 2016/2017	4 Reports and Council Resolution
Promote Financial Accountability	47	Approved financial turnaround plan	Plan not in place	Jul-15	Operational	Improved efficiencies	Not Achieved	Oversight by management	Financial turnaround plan will be developed during 2016/2017	Approved Financial Turnaround Plan and Council Resolution

COMMUNITY SERVICES

Measurable Objective	Key Performance Indicator	Baseline	Annual Target	Budget	Outcome Indicator	Actual Performance	Reason for Deviation	Corrective measure	Portfolio Of Evidence
Facilitate the provision and maintenance of Community Infrastructure,	Installed traffic management system	New	Sep-15	R 400 000	Improved Security	Not Achieved	Delays in procurement	To be finalised during 2016/2017	Completion certificate

and storm water	resealed				and access		the next financial year.
To Facilitate Provision of Electricity	86	Number of Households electrified at Krulstvier (Phase 2)	New KPI	270	R 2 970 000	0	Cash constrains
To Facilitate Provision of Electricity	87	Upgrade of Zeerust Munic switching station	New KPI	Jun-16	R12030 000	Ongoing 85% complete	Delays due to rocky surface area which was not anticipated
							To be done as electrification phase 3 during 2017/2018 financial year
							To be completed by the end of November 2016
							Completion certificates
							Completion certificates

PLANNING AND LED

Measurable Objective	Key Performance Indicator	Baseline	Annual Target	Budget	Outcome Indicator	Actual Performance	Reason for Deviation	Corrective measure	Portfolio Of Evidence
91	Number of Municipal Planning Tribunal sitting	New KPI	8			2	Political instability which prevailed in the municipality Council sitting caused significant delays to some schedules.	The Tribunal will sit as planned in the new financial year.	Report to Council and Attendance Registers
92	Land Audit conducted	New KPI	30-Jun-16		A liveable town	Not achieved	Two (2) advertisements were placed in the Newspapers for the Land Audit Project. However no suitable Service Provider could be sourced. Lack of financial resources on the part of the Municipality also made	The Department will conduct the Land Audit in the new Financial Year.	Land Audit Document

	93	Number of townships established	1	2	Operational	A liveable town	0	It impossible that the process should be finalized.	Quotations received were above budgeted amount.	Projects have been budgeted for accordingly in the 2016/17 financial year.	Township Register
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INTERNAL AUDIT

Measurable Objective	Key Performance Indicator	Baseline	Annual Target	Budget	Outcome Indicator	Actual Performance	Reason for Deviation	Corrective measure	Portfolio Of Evidence
Promote accountable, Efficient and Transparent Administration	105 Number of Audit and Risk Committee Reports submitted	2	4	Operational	Functional and Value Adding Internal Audit and Committee	3	Scheduled council sitting did not take place	Council meeting/sitting to consider the Committee report for 4 th quarter	ARC Reports and Council Resolutions
Promote accountable, Efficient and Transparent Administration	106 Reviewed and IA 3 year rolling plan	New Indicator	31-May-16	Operational	Functional and Value Adding Internal Audit and Committee	Not Achieved	Pending Risk Assessment finalisation	Risk Assessment finalisation	Copy of Plan Signed AC Recommendation on

OFFICE OF THE MAYOR

Corporate Objective	Key Performance Indicator	Baseline	Annual Target	Budget	Outcome Indicator	Actual Performance	Reason for Deviation	Corrective measure	Portfolio Of Evidence
Promote accountable, Efficient and Transparent Administration	109 Number of Poverty Relief	12	16	R 200 000 4310/01/0101	Social Cohesion	0	Cash constraints	Programs offered the office of the mayor will be revised for the 2016/2017 year.	Beneficiary List with signatures
Promote accountable, Efficient and Transparent Administration	112 Number of War on Poverty intervention programmes conducted	New KPI	2	R 300 000 4314/01/0101	Social Cohesion	0	Oversight by management	Programs offered the office of the mayor will be revised for the 2016/2017 year.	Proof of transaction and Intervention Report

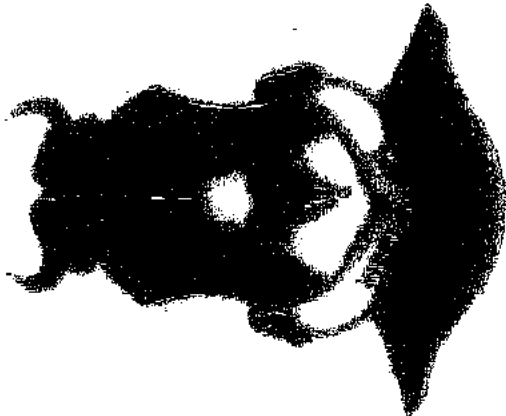
Promote accountable, Efficient and Transparent Administration	1.13	Number of War on Poverty profiling programmes conducted	New KPI	2			Social Cohesion	0	Oversight by management	Programs offered the office of the mayor will be revised for the 2016/2017 year.	Proof of transactions and Profiling Report
Promote accountable, Efficient and Transparent Administration	1.14	Number of programmes to support vulnerable groups	2	4	R 250 000 4482/01/0101		Social Cohesion	0	Oversight by management	Programs offered the office of the mayor will be revised for the 2016/2017 year.	List of beneficiaries and record of transactions
Promote accountable, efficient and Transparent Administration	1.16	Number of students supported through Mayoral Student Support Programme	60	60	R 450 000 4307/01/0101		Social Cohesion	0	Cash constrains	Student support has been catered for in the budget for the new year	Payment Vouchers
Promote accountable, Efficient and Transparent Administration	1.17	Number of reports on Mayoral Disaster Management Interventions funded	0	4	R 200 000 4316/01/0101		Social Cohesion	0	No disasters were reported during the year	Programs offered the office of the mayor will be revised for the 2016/2017 year.	Report on Interventions and copies of transactions
Promote accountable, Efficient and Transparent Administration	1.18	Number Mayoral Cup Tournaments hosted	0	1	R 300 000		Social Cohesion	0	Oversight by management	Programs offered the office of the mayor will be revised for the 2016/2017 year.	Copies of transactions
Promote accountable, Efficient and Transparent Administration	1.19	Number of Support Programmes to the Ramotshere Molloa War Veterans	5	5	R 300 000 3839/01/0101		Social Cohesion	0	Oversight by management	Programs offered the office of the mayor will be revised for the 2016/2017 year.	Copies of transactions towards supporting the war veterans

Promote accountable, Efficient and Transparent Administration	121	Number of HIV/AIDS programmes embarked upon	New KPI	4	R100 000 4454/01/0101	0	Oversight by management	Programs offered the office of the mayor will be revised for the 2016/2017 year.	Report to Council
Promote accountable, Efficient and Transparent Administration	122	Number of Intergovernmental Forums Held	2	4	R 100 000 4317/01/0101	2	Political Instability caused some of the scheduled meetings not to take place	Will be rescheduled for the new year.	Reports and Attendance Registers

OFFICE OF THE SPEAKER

Corporate Objective	Key Performance Indicator	Baseline	Annual Target	Budget	Outcome Indicator	Actual Performance	Reason for Deviation	Corrective measure	Portfolio Of Evidence
Promote accountable, Efficient and Transparent Administration	124 Number of reports submitted to Council on the functionality of ward committees	2	4	R3.6m (Sitting Allowance) 4452/01/0102	Optimal participation by community	0	Oversight by management	Programs offered the office of the speaker will be revised for the 2016/2017 year.	Copy of the quarterly reports and Council Resolutions
Promote accountable, Efficient and Transparent Administration	125 Number of reports submitted to Council on the functionality of ward committees Forums	New KPI	4	R 250 000 4318/01/0102	Optimal participation by community	0	Oversight by management	Programs offered the office of the speaker will be revised for the 2016/2017 year.	Report on functionality of ward committee Forum, Attendance Registers, Minutes of the Forum, (Council) Resolution on tabling thereof
Promote	126 Number of	4	4	Operational	Optimal	2	Oversight by	Programs	Reports on the

ADMINISTRATIVE B





RAMOTSHERE MOILOA LOCAL MUNICIPALITY

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COUNCIL RESOLUTION

COUNCIL MEETING HELD ON 29TH AUGUST 2014

ITEM: 01/08/2014

REPORT: Municipal Manager
IDP REVIEW, BUDGET AND PMS PROCESS PLAN -
2015/2016

Council Resolved as follows;

1. The 2015/2016 IDP Review, Budget and PMS Process Plan was adopted
2. That Management should consider the comments made by the MEC when conducting an IDP Review for the 2015/2016 financial year
3. That the Process Plan be submitted to the Department of Local Government and Human Settlement
4. That the Process Plan be placed on the Website
5. That the Department of Local Government and Human Settlements be invited to come and make a presentation of the IDP Assessment Report
6. That all available avenues be exhausted prior to taking Ngaka Modiri Molema District Municipality to the Constitutional Court pertaining to water and sanitation provision
7. That our municipality should benchmark with Ratlou Local Municipality on the approach they took when they took the matter to Court
8. That a report be submitted at the next Council meeting

MUNICIPAL MANAGER

ITEM: 01/08/2014

REPORT: Municipal Manager

SUBJECT: IDP REVIEW, BUDGET AND PMS PROCESS PLAN - 2015 - 2016

BACKGROUND

Section 21 (b) of the Municipal Finance Management Act 56 of 2003 requires that the Mayor of a municipality must, at least 10 months before the start of the budget year table in the Municipal Council a Time Schedule outlining key deadlines for;

- the preparation, tabling and approval of the Annual Budget
- the Annual Review of the Integrated Development Plan
- Tabling and adoption of any amendments to the Integrated Development Plan and the Budget Related Policies
- any consultative processes

Section 34 of the Municipal Systems Act 32 of 2000 further stipulates that a Municipal Council,

- must review its Integrated Development Plan
 - annually in accordance with an assessment of its performance measurements
 - to the extent that changing circumstances so demand
- may amend its Integrated Development Plan in accordance with a prescribed process

The attached IDP Review, Budget and PMS Process Plan for 2015 - 2016 therefore serve as a guide towards the Annual Review of the IDP and the development of the Annual Budget for the next financial year (2015/2016). The Process Plan outlines what the IDP process entails, the role of each stakeholder in the process and the time frames within which consultation will be done.

MEC'S COMMENTS ON THE VIEWED IDP FOR 2014/2015

The attached comments were received from the MEC for Local Government and Human Settlements in the province which should be taken into consideration when conducting a Review for the 2015/2016 financial year.

FINANCIAL IMPLICATIONS

Provision has been made in the current budget (2014 - 2015) towards all the expenditure to be incurred during the IDP Review, Budget and PMS processes.

RECOMMENDATIONS

1. That the 2015/2016 IDP Review, Budget and PMS Process Plan be adopted

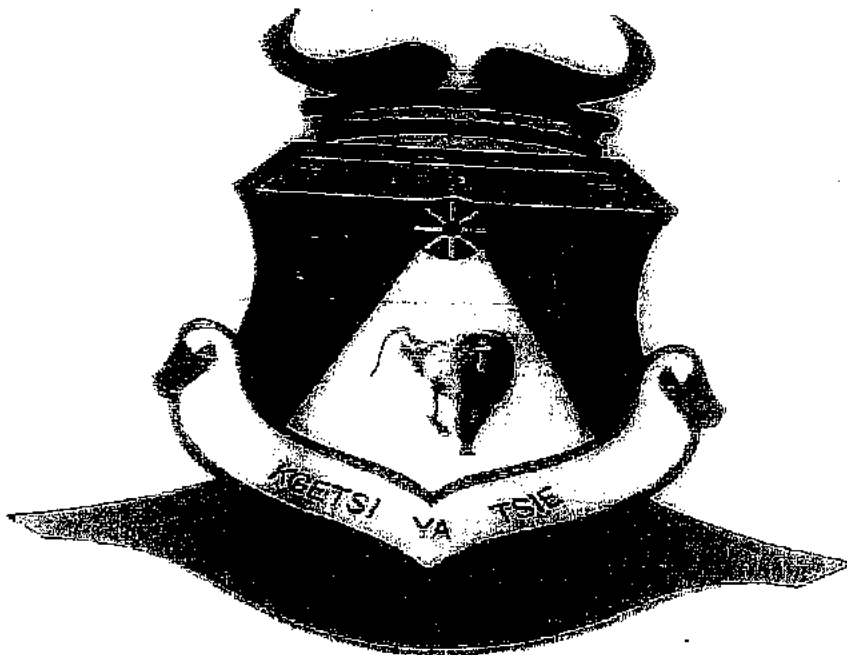
2. That Management should consider the comments made by the MEC when conducting an IDP Review for the 2015/2016 financial year
3. That the Process Plan be submitted to the Department of Local Government and Traditional Affairs
4. That the Process Plan be placed on the Website

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IDP REVIEW, BUDGET AND PMS PROCESS PLAN

2015 - 2016

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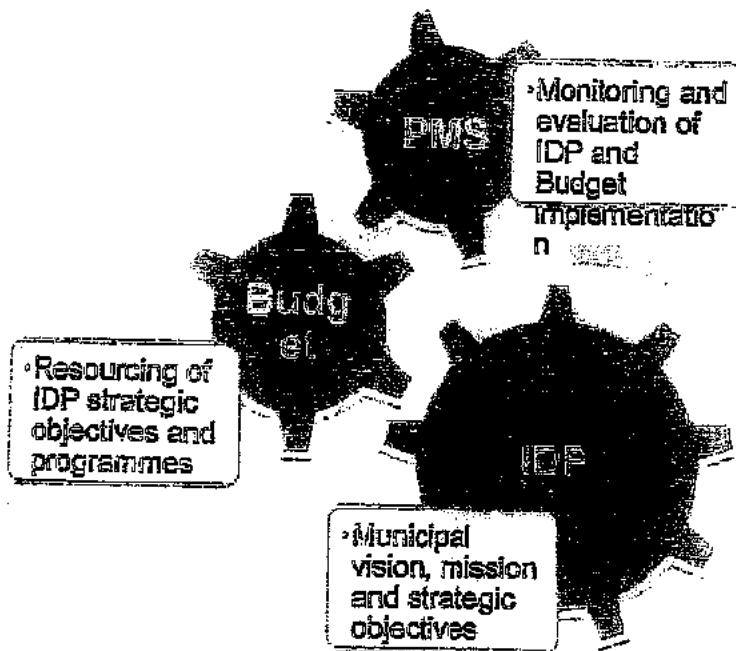
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2. ALIGNMENT OF IDP, BUDGET AND PMS

The IDP, PMS and budget are all components of one overall development planning and management system. In this regard:

- the IDP sets out the municipality's vision, mission and strategic objectives,
- the PMS provides a coherent framework for the monitoring and evaluation of IDP implementation, and
- the budget reflects the resources allocated to finance the implementation of the IDP strategic objectives and programmes .

Every attempt has been made in this process plan to ensure proper alignment of the IDP review, PMS implementation and budget preparation processes. The linkages of the three processes are summarised in the following diagram:



1. INTRODUCTION

The National Treasury 2014 Budget Review notes "while twenty years of democracy have brought enduring achievements for South Africa, there is no room for complacency. To overcome apartheid's spatial legacy, the provision of housing and social infrastructure needs to be improved, and planning frameworks across government strengthened."

The Integrated Development Plan (IDP) is therefore much more than a mere compliance document but serves as an important and inclusive strategic planning instrument intended to promote the Spatial, Local Economic, Infrastructure and Institutional Development of the municipality in an integrative and financially sustainable manner.

The Ramotshere Moiba Local Municipality (RMLM) adopted the 2011-2016 Five-Year IDP and the process plan will therefore reflect the Fourth Annual Review of the current IDP.

This 2015/16 IDP, Budget (MTREF) and Performance Management System (PMS) Process Plan will provide a brief outline of the following:

- Alignment and linkages of the IDP, Budget and PMS processes,
- Legislative provisions governing the annual review of the IDP, Budget preparation and PMS implementation,
- Development approach reflecting the key phases of the IDP, Budget and PMS processes,
- Institutional arrangements to facilitate and ensure the effective implementation of the process plan,
- Mechanisms and procedures for public participation, and
- Time schedule for the key activities related to the IDP review, budget preparation and PMS implementation processes.

- **Municipal Finance Management Act, 2003 (Act No. 56 of 2003)**

Section 21 of the Municipal Finance Management Act, 2003 (Act No. 56 of 2003) states the following in regard to the budget preparation process:

(1) The mayor of a municipality must –

- (a) co-ordinate the processes for preparing the annual budget and for reviewing the municipality's integrated development plan and budget-related policies to ensure that the tabled budget and any revisions of the integrated development plan and budget-related policies are mutually consistent and credible;**
- (b) at least 10 months before the start of the budget year, table in the municipal council a time schedule outlining key deadlines for –**
 - (i) the preparation, tabling and approval of the annual budget;**
 - (ii) the annual review of –**
 - (aa) the integrated development plan in terms of section 34 of the Municipal Systems Act; and**
 - (ab) the budget-related policies;**
 - (iii) the tabling and adoption of any amendments to the integrated development plan and the budget-related policies; and**
 - (iv) any consultative processes forming part of the processes referred to in subparagraphs (i), (ii) and (iii).**

3. LEGISLATIVE FRAMEWORK

The IDP, Budget and PMS processes are regulated by the Municipal Systems Act (No 32 of 2000) and the Municipal Finance Management Act (No 56 of 2003). This is to ensure that municipalities adhere to certain minimum standards of integrated development planning, budgeting, monitoring and evaluation and public participation.

• Municipal Systems Act, 2000 (Act No. 32 of 2000)

In terms of the Municipal Systems Act (MSA) a municipality is required to review its IDP annually. Annual revisions allow the municipality to expand upon or refine plans and strategies, to include additional issues and to ensure that these plans and strategies inform institutional and financial planning.

The review and amendment of the IDP thus, further develops the IDP and ensures that it remains the principal management tool and strategic instrument for the Municipality.

MSA 34 a Municipal Council –

"(a) must review its integrated development plan

*i) annually in accordance with an assessment of its performance measurements
– and*

ii) to the extent that changing circumstances so demand and

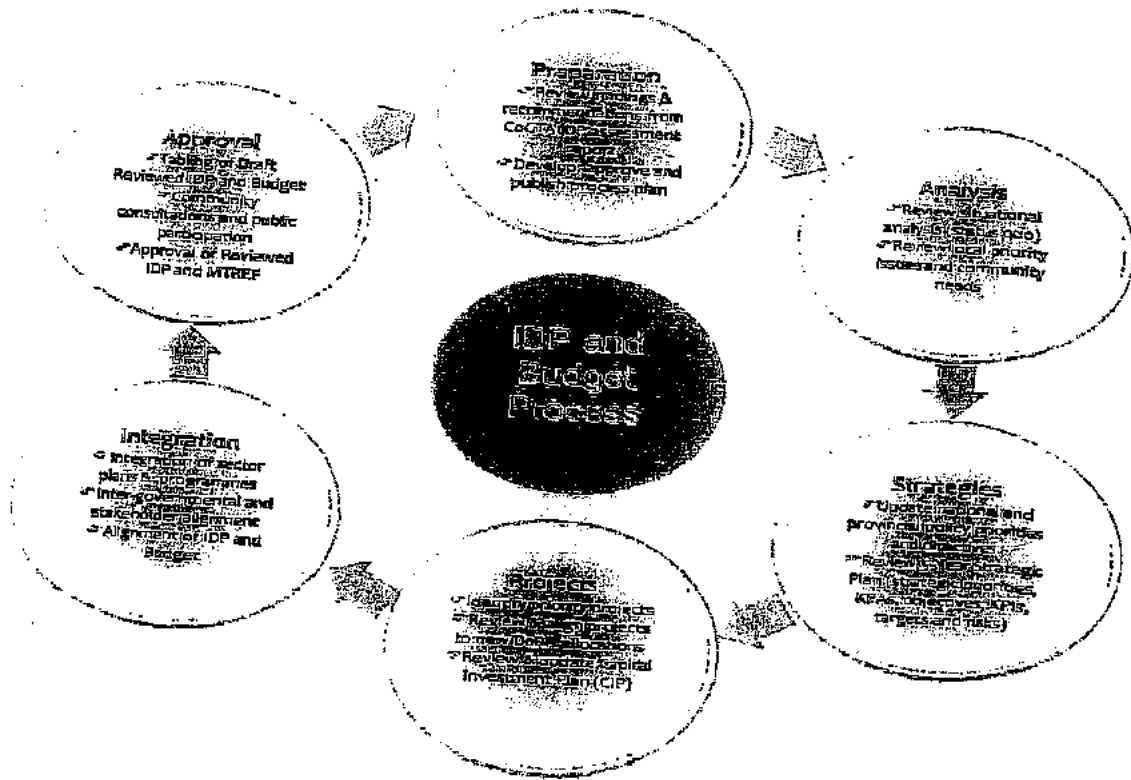
(b) may amend its integrated development plan in accordance with a prescribed process"

The MSA also requires that a municipal council adopt a process to guide the planning, drafting and adoption of its IDP.

MSA 28(1) "each municipal council must adopt a process set out in writing to guide the planning drafting adoption and review of its integrated development plan."

4. DEVELOPMENT APPROACH

The review of the IDP and budget preparation process will be undertaken in accordance with relevant statutory provisions and national guidelines and the following phases.



Phase 1 (Preparation) entails the review of the previous IDP, Budget and PMS processes, preparation and approval of the process plan and the setting up or confirmation of the required institutional arrangements.

Phase 2 (Analysis) will include a detailed situational analysis and review of the status quo and community needs. This analysis will further inform the projects phase of the IDP and Budget processes.

Phase 3 (Strategies) will encapsulate the updating of national and provincial policy priorities and a review of the municipal strategic priorities, Key Performance Areas (KPA's), objectives, Key Performance Indicators (KPI's) and targets as per the approved five-year IDP.

Phase 4 (Projects) will focus on the identification of priority projects in line with the community needs and agreed strategic priorities. Projects will be aligned to the new Division of Revenue Act (DoRA) allocations and the Capital Investment Plan (CIP) will be reviewed and updated.

Phase 5 (Integration) will include the consolidation and integration of applicable sector plans, alignment of municipal and sector department programmes as well as deepening the alignment between the IDP and Budget.

Phase 6 (Approval) entails the tabling of the draft IDP and Budget, community consultations and public participation and the approval by Council of the final IDP and Budget.

5. INSTITUTIONAL ARRANGEMENTS

It is important that the suggested roles below are adhered to and that accountability is maintained during the process. An analysis and confirmation of the institutional arrangements should be undertaken to ensure that the above phases are effectively executed. The table below is a possible arrangement and suggested roles and responsibilities as to who will be responsible for planning, development, preparation, compilation and drafting of the RMLM IDP, Budget and SDBIP.

STAKEHOLDER	RESPONSIBILITY
Municipal Council	<p>The Council is the ultimate political decision-making body of the municipality and the Council has the responsibility to:</p> <ul style="list-style-type: none"> • consider and adopt the IDP Process Plan & time schedule for the preparation, tabling & approval of the annual budget; • consider and adopt the IDP and annual Budget; • ensure the municipal budget is coordinated with and based on the IDP; • adopt a Performance Management System (PMS) • Monitor progress re. IDP implementation
The Mayor	<p>The Mayor of RMLM has the ultimate responsibility for the preparation and implementation of the IDP, Budget & Performance Management. The Mayor has to:</p> <ul style="list-style-type: none"> • be responsible for the overall oversight, development and monitoring of the process or delegate IDP & PMS responsibilities to the Municipal Manager; • ensure that the budget, IDP & budget related policies are mutually consistent & credible; • submit the revised IDP & the Budget to the municipal Council for adoption; • submit the proposed Performance Management System to the municipal council for adoption.
Executive Committee	<p>The role of the Executive Committee is to provide political and strategic guidance and direction to the IDP, Budget, Performance Management processes and IDP implementation. The Mayoral Committee is assisted by the Finance and IDP Portfolio Committee in this regard.</p>
Ward Councillors & Ward Committees	<p>Ward Councillors are the major link between the municipality and the residents. As such their role is to:</p> <ul style="list-style-type: none"> • link the planning process to their constituencies and/or wards; • ensure constituents understand the purpose and the key messages of the IDP, Budget, Process, Performance Management and are motivated to actively participate; • facilitate public consultation and participation within their wards.
IDP Representative Forum	<p>The IDP Representative Forum serves as the interface for community participation during the IDP process and therefore participates in the annual review of the municipality's IDP. The IDP Representative Forum is chaired by the Mayor (or his delegate) and consists of the following role players:</p> <ul style="list-style-type: none"> • Members of the Executive Committee • Ward Councillors

- Ward Committee members
- Community Development Workers
- NGOs/CBOs
- Business chambers
- Sector departments (district, provincial and national)
- Religious organisations
- Municipal officials

Municipal Manager

The Municipal Manager has the responsibility to provide guidance and ensure that the administration actively participates and supports the development and review of the IDP and Budget and works towards its implementation.

IDP, Budget & PMS Steering Committee

The Steering Committee is chaired by the Municipal Manager and comprises of the Directors and Managers who are also the technical experts in the various Clusters. The tasks of the Steering Committee are to:

- provide technical oversight and support to the IDP/ Budget review and its implementation;
- consider and advise on IDP/ Budget content and process;
- ensure inter-directorate co-operation, co-ordination, communication and strategic thinking to address priority issues
- ensure sector and spatial co-ordination and alignment
- ensure IDP & budget linkage
- ensure Performance Management is linked to the IDP
- ensure the organisation is oriented to implement the IDP
- ensure time-frames set for the review are met.

It is proposed that the Steering Committee meet at least once a month.

Directorates and Political Offices (Offices of the Mayor and Speaker)

Directorates and Political Offices are responsible for sector planning and for the implementation of the IDP. The participation of all Departments is thus critical and they:

- provide technical sector expertise and information throughout the IDP Budget process;
- ensure that the review process is participatory, integrated, strategic, implementation-oriented, budget linked and aligned with and satisfies sector planning requirements.

IDP Manager

The IDP Manager is required to manage and co-ordinate the IDP process, facilitate budget and PMS integration, and monitor the implementation of the IDP process, including:

- preparing the Process Plan for the development of the IDP;
- undertaking the overall management and co-ordination of the planning and review process under

- consideration of time, resources and people
- ensuring that the review process is participatory, strategic, implementation-oriented, integrated with the budget process, is horizontally and vertically aligned and satisfies sector planning requirements.

It should be noted that key elements of the municipality's Performance Management System (PMS) in respect of monitoring and evaluation, such as the SDBIP will also be integrated with the IDP and Budget process.

6. MECHANISMS AND PROCEDURES FOR PUBLIC PARTICIPATION

Section 16 of the MSA prescribes that:

- "A municipality must develop a culture of municipal governance that complements formal representative government with a system of participatory governance, and must for this purpose—*
- (a) encourage, and create conditions for, the local community to participate in the affairs of the municipality, including in—*
- (i) the preparation, implementation and review of its integrated development plan in terms of Chapter 5*
 - (ii) the establishment, implementation and review of its performance management system in terms of Chapter 6*
 - (iii) the monitoring and review of its performance, including the outcomes and impact of such performance*
 - (iv) the preparation of its budget; and*
 - (v) strategic decisions relating to the provision of municipal services in terms of Chapter 8;*
- (b) contribute to building the capacity of—*
- (i) the local community [to enable it to participate in the affairs of the municipality; and*
 - (ii) councillors and staff to foster community participation; and*
- (c) use its resources, and annually allocate funds in its budget, as may be appropriate for the purpose of implementing paragraphs (a) and (b)."*

For purposes of compliance with this legislative requirement, the RMLM has established formal structures for effective participation in the IDP processes. These structures include amongst others the IDP Representative Forum which serves as the interface for community participation during the IDP process, Mayoral Imbizos, Community meetings, Ward Committee meetings and IDP Roadshows.

7. PROCEDURES FOR ALIGNMENT

The RMLM foresees that it would be necessary to coordinate and align with the District Municipality at the following stages in the process:

- Formalization and adoption of priority issues
- District level strategy/projects
- Comments on draft IDP.

The key role players, who will have to be involved in these alignment workshops, include the IDP Managers and Steering committees of both the RMLM and District Municipality.

ALIGNMENT WITH OTHER SPHERES OF GOVERNMENT

Alignment with other spheres of government will have to take place at the following stages in the process:

- Finalization of strategies
- Project planning process
- Submission and comments on draft IDP.

This integration will be the responsibility of the IDP Manager of the RMLM who will interact with the District IDP Manager and the Provincial IDP coordinator.

The IDP Manager is responsible for gathering information from relevant sector departments as well as representatives of the relevant stakeholders and service providers for inclusion and alignment with municipal sector plans.

8. TIME SCHEDULE

The annual review of the IDP, budget preparation and performance management processes will be executed according to the time schedule below.

The following color-coding is used in the table for the various activities:

IDP Review	
Budget Preparation	
PMS	

ACTIVITIES	TIMEFRAMES	RESPONSIBILITY
Review Provincial IDP assessment report	July-Aug. 2014	IDP Manager
Compile IDP process plan & Budget time schedule	July-Aug 2014	IDP Manager and CFO
Submit draft process plan and time schedule to Executive Committee for consideration	29 Aug. 2014	Municipal Manager
Submit final process plan and time schedule to Council for adoption (At least 10 months before the start of the budget year – Section 21(1)(b) of the MFMA)	29 Aug. 2014	Executive Committee
Meeting: IDP, Budget & PMS Steering Committee (to discuss detailed process plan)	12 Sept. 2014	Municipal Manager Directors
Meeting: IDP Representative Forum (to discuss detailed process plan)	23 Sept. 2014	IDP Manager Mayor Speaker
Workshop on budget guidelines and procedures	23 Oct. 2014	CFO Directors Managers
Review situational analysis (status quo), local priority issues and community needs	Sept.-Oct. 2014	IDP Manager Directors
Meeting: IDP, Budget & PMS, Budget & PMS Steering Committee (to consider report on the review of the status quo and community needs)	28 Oct. 2014	Municipal Manager Directors IDP Manager
All directors submit 3 year capital budget to Finance	31 Oct. 2014	Directors
Submit 2014/15 First Quarter Performance Report to Council (Section 52 of MFMA)	30 Oct. 2014	Mayor Municipal Manager
Mayoral imbizo's to give progress on the implementation of the 2014/2015 projects	Nov. 2014	Political Offices
Discussion meetings per Directorate on Capital Budget	10-14 Nov. 2014	Chief Financial Officer Directors
Submit proposed Tariff increases to Finance	21 Nov. 2014	Directors

ACTIVITIES	TIMEFRAMES	RESPONSIBILITY
Submit 3 year personnel (staff) budget to Finance	21 Nov. 2014	Political Offices Municipal Manager Directors
Submit 3 year operating budget to Finance	21 Nov. 2014	Political Offices Municipal Manager Directors
Meeting: IDP, Budget & PMS Steering Committee (to review progress to date)	25 Nov. 2014	Municipal Manager Directors/Managers IDP Manager
Meeting: IDP Representative Forum (to review progress to date)	28 Nov. 2014	IDP Manager Mayor
Finalisation of all sector plans and strategies	Dec. 2014 – Feb. 2015	Directors IDP Manager
Submit 2014/15 Mid-year budget and performance assessment report to the Mayor (section 72 of MFMA)	23 Jan. 2015	Municipal Manager
Tabling of 2013/14 Draft Annual Report in Council (Section 127(2) of the MFMA)	29 Jan. 2015	Mayor
Table Mid-year budget and performance assessment report in Council (section 72 of MFMA)	29 Jan. 2015	Mayor
Submit 2014/15 Second Quarter Performance Report to Council (Section 52 of MFMA)	29 Jan. 2015	Mayor Municipal Manager
Discussions with Directorates on Tariffs, Salary and Operating Budget	9-13 Feb. 2015	Political Offices Municipal Manager Directors
Meeting: IDP, Budget & PMS Steering Committee (to review progress to date)	17 Feb. 2015	Municipal Manager Directors/Managers IDP Manager
Municipal Strategic Planning Session (to review 5-year strategic plan)	23-27 Feb. 2015	Municipal Manager
IDP Consultations: National and Provincial Sector Departments, District and Local Municipalities	Feb. 2015	IDP Manager Directors
Meeting: IDP Representative Forum (to review progress to date)	5 March 2015	IDP Manager Mayor
Executive Committee meeting to review draft 2015/16 IDP and MTREF (Budget)	24 March 2015	Mayor Municipal Manager Directors
Council for tabling of Draft 2015/16 Reviewed IDP and MTREF (At least 90 days before the start of the budget year – Section 16(2) of the MFMA)	26 March 2015	Office of the Speaker
Council considers oversight report of MPAC on the 2013/14 Annual Report (no later than 2 months after annual report)	28 March 2015	Chairperson: Oversight Committee

ACTIVITIES	TIMEFRAMES	RESPONSIBILITY
<i>was tabled – Section 129(1) of the MFMA)</i> 2015/16 Draft IDP and MTREF (Budget) available to public for comments	1 April 2015	Chief Financial Officer
Submit Draft MTREF and IDP to: National and Provincial Treasuries Provincial CoGTA and NMMDM	10 April 2015	Chief Financial Officer IDP Manager
Conduct public hearings and community consultations on Draft IDP and Budget	April 2015	IDP Manager Speaker's Office Ward Councillors
<i>Submit 2014/15 Third Quarter Performance Report to Special Council (Section 52 of MFMA)</i>	28 April 2015	Mayor Municipal Manager
Finalise 2015/16 IDP and MTREF (Budget)	8-20 May 2015	Municipal Manager IDP Manager
Executive Committee meeting to consider 2015/16 IDP and MTREF (Budget)	26 May 2015	Office of the Speaker
Council meeting: To approve 2015/16 Reviewed IDP and MTREF (Budget) (at least 30 days before the start of the budget year)	28 May 2015	Office of the Speaker
Publish approved IDP and MTREF (10 working days after approval of budget)	12 June 2015	Municipal Manager
Mayor approves 2013/14 SDBIP (28 days after approval of the budget)	26 June 2015	Mayor
Submit approved 2015/16 MTREF to National Treasury and Provincial Treasury	26 June 2015	Municipal Manager Chief Financial Officer
Submit approved 2015/16 Reviewed IDP Provincial Treasury and CoGTA (MEC)	26 June 2015	Municipal Manager Chief Financial Officer
Publish approved SDBIP and signed Performance Agreements (10 working days after approval of SDBIP)	10 July 2015	Municipal Manager

9. IMPLEMENTATION, MONITORING AND EVALUATION

9.1 Implementation, Monitoring and Evaluation

- The Municipal Manager shall report the implementation progress of the Integrated Development Plan to the Mayor through the Budget Steering Committee and/or Executive Committee on a quarterly basis during the months of December, February and March.
- In line with the reporting envisaged above, the Mayor shall further report progress to Council as part of the performance management mechanism.
- The Municipal Manager/IDP Manager shall further report IDP progress to the Representative forum a progress report on a half-yearly basis during February and August.



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Department:
Local Government & Human Settlements
North West Provincial Government
REPUBLIC OF SOUTH AFRICA



OFFICE OF THE MEC

30 July 2014

Eng: Lebasa Kalamane

018 388 3151/3559

The Mayor

Ramotshere Moiloa Local Municipality

P O Box 92

ZEERUST

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Cfr N.A Thale

**Comments on 2014/2015 Final IDP 'Review' Document****1. Purpose**

This letter serves to provide MEC's comments on 2014/2015 IDP 'Review' of Local municipality of Ramotshere Moiloa. This is in accordance with Section 32(2) of Local Government: Municipal Systems Act (32 of 2000) and Regulation of Local Government: Municipal Planning and Performance Regulations No. R. 796 of 2001.

2. Background

Municipal Systems Act prescribes a manner in which municipalities ought to handle the formulation of five-year integrated development plan and subsequent reviews and amendment processes. In addition to this, it also empowers MEC for local government to pass opinion especially on adherence to the Act and Municipal Planning and Performance Management Regulation of 2001.

The following are sections of the Act that were utilized to inform MEC's comments on Integrated Development Plans and their subsequent amendments:

"Together, doing more, better"

2nd Floor West Wing, Garona Building - Private bag x2099, Ntshabane, 2736
Tel: 018 387 3898, Fax: 018 384 5426



- Section 25(1) of Municipal Systems Act states that each municipal council must adopt a single strategic plan for the development of the municipality. Furthermore subsection 2 states that the adopted plan may be amended in terms of section 34.
- Section 32(1) states that the municipal manager of each municipality must submit a copy of the integrated development plan and any subsequent amendment to the plan to the MEC for local government.
- Section 32(2) further stipulates that the MEC may, within 30 days of receiving the copy of the integrated development plan or an amendment to the plan, request the municipal council:
 - To adjust the plan or the amendment if they do not comply with the requirements of Municipal Systems Act, not aligned with development plans or strategies of other affected municipalities or organs of state.
- Section 34 outlines two important matters that are related to both the review and amendment of the adopted integrated development plan.
 - Section 34(a) stipulates that a municipal council must review the adopted integrated development plan annually in accordance with an assessment of its performance in terms of section 41.
 - Section 34(b) further indicates that a municipal council may amend its integrated development plan in accordance with a prescribed process, as prescribed by Municipal Planning and Performance Regulations.

In addition to above-mentioned sections of Municipal Systems Act that regulate procedural aspects for formulation and review of integrated development plan, Regulation 3 of Municipal Planning and Performance Regulations prescribe legal procedure for IDP amendment processes. The following are applicable regulations which have informed MEC's comments on 2014 – 2015 IDP 'Review' of your municipality:

- Sub-regulation 1 states that only a member or committee of a municipal council may introduce a proposal for amending the municipality's integrated development plan in the council.
- Sub-regulation 2 prescribes that any proposal for amending a municipality's integrated development plan must be:

- o accompanied by a memorandum setting out the reasons for the proposal, and
- o aligned with the framework adopted in terms of section 27 of the Act.
- o Sub-regulation 3 indicates that an amendment to a municipality's Integrated development plan is adopted by a decision taken by a municipal council in accordance with the rules and orders of the council.
- o Sub-regulation 4 further prescribes that no amendment to a municipality's Integrated development plan may be adopted by council unless:
 - o all the members of the council have been given reasonable notice;
 - o the proposed amendment has been published for public comment for a period of at least 21 days in a manner that allows the public an opportunity to make representations with regard to the proposed amendment;
 - o the municipality, if it is a district municipality, has complied with sub-regulation 5; and
 - o the municipality, if it is a local municipality, has complied with sub-regulation 6
- o Sub-regulation 5 states that a district municipality that considers an amendment to its Integrated development plan must:
 - o consult all the local municipalities in the area of the district municipality on the proposed amendment; and
 - o take all comments submitted to it by the local municipalities in that area into account before it takes a final decision on the proposed amendment.
- o Sub-regulation 6 indicates that any local municipality that considers an amendment to its Integrated development plan must:
 - o consult the district municipality in whose area it falls on the proposed amendment; and
 - o take all comments submitted to it by the district municipality into account before it takes a final decision on the proposed amendment.

Although most of the above-mentioned responsibilities are for municipal council, the MEC for local government is legally expected to comment whether municipal council has complied with the requirements of Municipal Systems Act and Regulations when amending the adopted integrated development plan of the municipality. It should also be noted that in 2012, my predecessor passed opinion on the process for the formulation of integrated development plan of your municipality, as prescribed by the Act. In this year, my focus is primarily on 2014-2015 IDP Amendment as also submitted to my office and my comments are not generic but rather guides by the Act.

ANALYSIS COMMENTS

No.	Applicable Section	Legal Expectation(s)	Problem Question(s)	Findings	Improvement Measures
1	Section 34 of Municipal Systems Act	Review of adopted five year IDP in accordance with section 41 of the Act.	<p>Is there an indication whether the municipality has reviewed its five year IDP?</p> <p>Is the review done in terms of Section 41?</p>	<p>Submitted IDP document for 2014-15 indicates that the municipality has adopted and submitted IDP Review for 2014-15 to department of local government.</p> <p>There is no indication whether the municipality has reviewed its adopted five-year IDP in accordance with section 41 of the Act.</p>	<p>Municipality to indicate how it has reviewed its five year IDP in terms of section 41.</p>
2	Section 32(1) of Municipal Systems Act	Submission of 2014 IDP amendment.	Has the municipality submitted 2014 IDP Amendment?	<p>The submitted document is titled Reviewed Integrated Development Plan: IDP 2014 - 2015.</p> <p>This submission is not in line with Section 32(1) of Municipal Systems Act which requires submission of 2014 IDP Amendment.</p>	<p>Municipality is requested to submit 2014 IDP Amendment as requested by Section 32(1) of Municipal Systems Act.</p>

<p>3</p> <p>Regulation 3(4)(b) of MPPM Regulations (2001)</p>	<p>Publication of IDP Amendment for public comments</p>	<p>Does the submitted IDP document contain evidence of being publicized before adoption?</p>	<p>There is no evidence contained that submitted document was publicized for public comments before adoption</p>	<p>Municipality is requested to prepare a proposal document that was used to amend the adopted IDP and submit the proposal document to MEC for Local Government</p>
<p>4</p> <p>Regulation 3(2)(b) of MPPM Regulations (2001)</p>	<p>IDP Amendment proposal.</p>	<p>Does the submitted IDP contain proposal document used as motivation to amend the adopted 2012-16 IDP?</p>	<p>The submitted IDP Review document does not contain any proposal document that was utilized to amend the five-year IDP (2012-16 IDP) that was adopted and submitted to MEC in 2012?</p>	<p>Municipality is advised to submit IDP Review Proposal that contain or provides memorandum that set out reasons for amending the Five-year IDP document adopted in 2012</p>
<p>5</p> <p>Regulation 3(1) of MPPM Regulations (2001)</p>	<p>IDP Amendment Proposal with explicit reasons.</p>	<p>Does the submitted IDP document contain proposal document to amend the adopted IDP of the municipality?</p>	<p>As indicated above that the submitted IDP Review document does not contain proposal document to review the adopted IDP, there are no reasons cited within the submitted document that were used to motivate for amending the adopted Five-year IDP.</p>	<p>Municipality is advised to submit IDP Review Proposal that contain or provides memorandum that set out reasons for amending the Five-year IDP document adopted in 2012</p>

6	<p>Section 27 of Municipal Systems Act and Regulation 3 MPPM Regulations (2001)</p>	<p>IDP Amendment procedure to be aligned with approved IDP Process Plan</p>	<p>Does the IDP Process Plan contain procedure for amending the adopted IDP?</p>	<p>There is no indication mentioned in this IDP Review document regarding municipal council procedure for amending the adopted municipal IDP</p>	<p>There is a need for municipality to formulate and adopt a standard procedure that must be used for municipality to review and amend its five-year IDP</p>
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4. Conclusion


1996 Constitution indicates in section 40 that government in South Africa is constituted as national, provincial and local government. Although these spheres of government are distinct, provincial sphere of government play a monitoring and support role to local government.

In line with the spirit of cooperative government, Municipal Systems Act allows me to play a direct monitoring and support role to all municipalities in the North West province. As I have indicated, my predecessors have commented on 2012 – 2016 IDP (as a five-year IDP) and 2013 – 2014 IDP Amendment respectively. In addition, my IDP Team has interacted with your municipality with the aim of enhancing the credibility of your municipal IDP.

Despite the above-mentioned interventions, I do not see how your municipality has attempted to address comments of my predecessors. It appears clear to me that your municipality cannot draw a clear distinction between a five-year IDP, annual review of a five-year IDP and IDP Amendment. In order to improve the credibility of your municipal IDP, I therefore recommend the following:

- This report be presented and discussed in council sitting of the municipality. For further assistance on this, my IDP Team is available to explain the contents of this report to a normal council sitting and also to the IDP Steering Committee of the municipality.
- The municipality to submit to my office a report that indicates that the council has discussed the contents of my report and also clear indications of how the council plans to address issues as indicated in this report.
- In the next review cycle (2015- 2016), I want to see issues raised in this report being clearly articulated. It is therefore essential that you ensure that issues raised here are considered before adoption of 2014/15 IDP Amendment document this year.

Yours in political leadership



 HON. COLLEEN NAINÉ

MEMBER OF EXECUTIVE COUNCIL



 DATE

ITEM: 02/08/2014**REPORT: Municipal Manager****SUBJECT: - Annual Performance Report - 2013/2014****PURPOSE**

The purpose of the submission is to table before Council an Annual Performance Report as required by Section 46 of the Municipal Systems Act 32 of 2000.

BACKGROUND

Section 46 of the Municipal Systems Act 32 of 2000 clearly stipulates that a Municipality must prepare for each financial year a Performance Report of the Municipality and of each external service provider during that financial year and the report must contain the following;

- A comparison of the performance with targets set for and performance in the previous financial year; and
- Measures taken to improve performance

The attached Annual Performance Report is therefore submitted to Council for adoption. This report can be measured against the Service Delivery and Budget Implementation Plan as developed during the previous financial year (2013/2014).

RECOMMENDATIONS

1. That Council adopt the 2013/2014 Annual Performance Report
2. That the report be submitted to the Department of Local Government and Traditional Affairs, Provincial and National Treasury and the Auditor General
3. That the report be placed on the Website

- Once all the information has been gathered and or compiled it should be subjected to intense review processes including but not limited to: MM, Management team, CAE and or ARCOM to do quality assurance and check and balance.

Table 22 of the 2015/16 Annual Report as reviewed against Monthly projection of Income by source (Page 13) in the 2015/16 SDBIP

- 2.3. The annual report does not have any amount for the original budget whereas the SDBIP has an amount of R 5 108 265 as the budget. What led to this difference and what corrective actions will management take to ensure that the reporting document and planning document relate to each other?

RESPONSE

- All tables requiring similar or same information should be populated by a single directorate to avoid discrepancies.
- Once all the information has been gathered and or compiled it should be subjected to intense review processes including but not limited to: MM, Management team, CAE and or ARCOM to do quality assurance and check and balances

Annual Report: Compliance with Legislation

Question 3:

Administrative Governance:

- 3.1. *The annual report indicates that annual performance agreement were signed by the municipal manager and senior managers directly accountable to the municipal manager as required by section 57(1) (a) and (b) of the Municipal Systems Act, however the performance agreement for the Director Technical Services was not published on the municipal website as required by section 75(1) (d) of the Municipal Finance Management Act. What steps have management taken to correct this non-compliance?*

RESPONSE

- The documents have been placed in the Municipal Website. Controls are in place to ensure that all documents are to be placed on the website as legislated.
- A check list for all required documents to be developed and monitored by ICT manager, and verified by the compliance manager on quarterly basis

Public Meetings

- 3.2. The annual report indicates that the municipality finalizes a process plan every year around August. Provide MPAC with the P.O.E of the said process plan as well as the public notice posted on newspapers.

RESPONSE

Refer to Annexure B

Websites:

- 3.3. *The annual report indicates that all budget related policies have been published on the municipal website as required by sections 21A and 21B (1) (b) of the Municipal Systems Act as well as section 71(1) (b) of the Municipal Finance Management Act. However, the Supply Chain Management policy of the municipality has not been published on the municipal website. What measure have management put in place to ensure compliance with applicable legislation in this regard?*
- 3.4. *The annual report indicates that the 2014/15 annual report has been placed on the municipal website as required by sections 21A and 21B (1) (b) of the Municipal Systems Act as well as sections 75(1) (c) and 127(5) (a) (i). However, there is not a single annual report published on the municipal website as required by legislation. What measure have management put in place to ensure compliance with applicable legislation in this regard?*
- 3.5. *The annual report indicates that the performance agreements have been entered into as required by section 57(1) (b) and 57(2) of the Municipal Systems Act as well as 75(1) (d) of the Municipal Finance Management Act. However, during the course of the financial year under review, there was an acting municipal manager, acting chief financial officer, acting director technical services and an acting director corporate service. No performance agreements were entered into with any of them. What measures did management take to correct the non-compliance in this regard?*

RESPONSE

- 3.3. – 3.4. The documents have been placed in the Municipal Website. Controls are in place to ensure that all documents are to be placed on the website as legislated.
- 3.5. The Performance Agreements were sent to the Directors and the acting MM to be signed.
- A check list for all required documents to be developed and monitored by ICT manager, and verified by the compliance manager on quarterly basis

Budget deficits:

Tables 27 (FINANCE & TECHNICAL), 28 (FINANCE AND TECHNICAL), 39 (FINANCE & TECHNICAL), 40 (FINANCE & TECHNICAL), 41 (FINANCE AND COMMUNITY), 64 (COMMUNITY AND ECONOMIC DEVELOPMENT)

- 3.6. *The actual budget column of the tables indicates budget deficits. Section 69(1) (a) and (b) of the Municipal Finance Management Act allocates the responsibility for budget implementation to the accounting officer whereas section 70(1) (a) (i) and (ii) of the Municipal Finance Management Act prescribes what the accounting officer must do in instances of shortfalls, overspending and overdrafts. Provide a detailed account of measures taken to comply with sections 69 and 70 of the MFMA as well as corrective actions management will take in the future to ensure compliance with sections 69 and 70.*

RESPONSES

There is nothing wrong with a budget having a deficit as long as it is cash funded. Section 71 reports are produced every month and they reflect the financial performance of the municipality. The accounting officer is therefore reporting on a monthly basis with regard to budget management. Section 72 of the MFMA provide

for the opportunity to evaluate overall performance of the municipality and allow the accounting officer to prepare and adjustment budget to address any short comings.

Annual Report: Auditor General's Report:

Question 4:

Paragraph 6 and 7: Inventories and Consumer debtors

- 4.1. *The auditor general was unable to obtain sufficient appropriate audit evidence for inventories and consumer debtors during audit. What corrective measures have management taken to ensure that the auditor general can be furnished with relevant and adequate supporting documents during audit?*

Paragraph 10: Unauthorized expenditure ACFO&ALL DIRECTORS

- 4.2. *Unauthorized expenditure was overstated by an amount of R 18 487 754. What measures have management put in place to prepare annual financial statements in accordance with sections 122 and 125 of the Municipal Finance Management Act, that are free of material errors and omissions?*
- 4.3. *Did management and Council deal with the unauthorized expenditure as required by sections 32 and 171 of the Municipal Finance Management Act? Provide a detailed account of the steps taken in that regard.*
- 4.4. *What measures did the accounting officer take to prevent the unauthorized expenditure as required by section 62(1) (d) of the Municipal Finance Management Act?*

Paragraph 11: Irregular expenditure ACFO&ALL DIRECTORS

- 4.5. *There was an amount of XX disclosed as irregular expenditure. What corrective actions have management taken to ensure that irregular expenditure is prevented as required by section 62(1)(d) of the Municipal Finance Management Act? Provide a detailed account in that regard.*
- 4.6. *Did management deal with the irregular expenditure as required by sections 32 and 171 of the Municipal Finance Management Act? Provide a detailed account in that regard.*

Paragraph 18: Distribution losses ACFO& TECHNICAL

- 4.7. *The municipality did not disclose distribution losses in the annual financial statements and does not have control measures to accurately determine the extent of water distribution losses. What progress have management registered with regard to putting control measures in place to prevent and to accurately determine the extent of water distribution losses?*

Paragraph 19: Fruitless and wasteful expenditure ACFO&ALL DIRECTORS

- 4.8. *Fruitless and wasteful expenditure of R 4 530 260 have been disclosed in the annual financial statements. What progress have management registered in recovering fruitless and wasteful expenditure as required by section 32 of the Municipal Finance Management Act?*



Paragraph 20: Material Losses AGFO & TECHNICAL

4.9. The municipality incurred distribution losses of R13 471 728. What measures have management developed, implemented and monitored on an on-going basis to ensure that such losses are prevented as required by section 62(1)(d) of the Municipal Finance Management Act?

4.1 to 4.9

QUALIFICATIONS	ROOT CAUSE	AUDIT ACTION PLAN
4.1 Inventories	Lack of sufficient records. No land audit done.	-Conduct Land audit. -Update inventory lists and registers -Perform biennial reconciliations
4.1 Consumer debtors	Inadequate accounting records. Debtors book cleansing.	-Debtors book cleansing - Improve record keeping
4.7 Distribution loss Disclosure	No disclosure made. No measurement of water losses	- Enhance AFS review mechanism - Adequate supervision and management of consultants - Improve calculation methods
4.2 to 4.4 Unauthorized expenditure	Lack of review mechanisms.	- Enhance in year monitoring and monthly reporting. - Enhance AFS review mechanism - Adequate supervision and management of consultants
4.5 to 4.6 Irregular Expenditure	Incomplete irregular expenditure registers. Non-adherence to the SCM Policy. Ineffective contract management.	- Enhance in year monitoring and monthly reporting. - Enhance AFS review mechanism - Adequate supervision and management of consultants
4.8 to 4.9 Fruitless and wasteful expenditure	Lack of review mechanisms.	- Enhance in year monitoring and monthly reporting. - Enhance AFS review mechanism - Adequate supervision and management of consultants

Paragraph 30– 31: Usefulness of reported performance information –

4.10. A number of reported indicators and targets are not consistent with those in the approved IDP while other indicators were not relating to the realization of goals and objectives of the municipality nor were they verifiable. What corrective measures have management taken to improve the alignment of reported indicators and targets to approved indicators and targets as well as to ensure that indicators relate to the objectives and goals of the municipality and that they can be verified?

- 4.11. Did management submit quarterly performance reports to the internal audit unit for auditing as required by section 45(a) and Regulation 14 of the Municipal Systems Act and section 165(2)(b)(v) of the Municipal Finance Management Act?

RESPONSE

- 4.10 The IDP was not reviewed when the SDBIP was reviewed. Going forward, both documents will be reviewed for changes.
- 4.11 Yes

Annual Report: Audit and Risk committee recommendations:

Question 5:

- 5.1. What progress have management registered in implementing recommendations of the audit committee and in instances where management did not implement the recommendations of then what were the consequences of the non-implementation?

RESPONSE

**AUDIT & RISK COMMITTEE RESOLUTIONS REGISTER 2015/2016 FINANCIAL YEAR:
COMPLETED AS AT 12th MAY 2016**

No	Resolution No.	Resolution Taken	Target Date	Responsible Official	Progress/Challenges/Interventions
01	ARC 05:20/07/15	The updated AIP to be presented to ARCOM a week after ARCOM meeting.	Week ending 31st July 2015	Risk Manager	Concluded
02	ARC 05:21/08/15	Draft Annual report should be submitted to ARCOM member before the next ARCOM sitting	24 August 2015	MM/EM	Concluded
03	ARC 04:20/07/15	ARCOM resolved that the completed MFMA tracking register be presented to the Committee.	Next ARCOM meeting	Manager Compliance	Concluded
04	ARC 02:20/07/15	ARCOM resolved that CAE provide the Committee with proper feedback	Next ARCOM Quarterly Meeting	CAE	Concluded

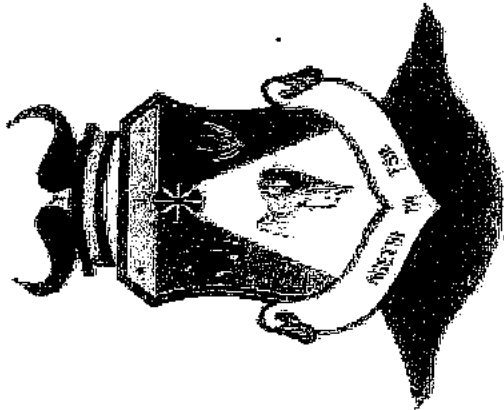
		concerning the Interim AFS as well as the Internal Audit reviews.			
05	ARC 03:20/07/15	ARCOM resolved that the evidence for the skills transfer by the service providers who support the Budget & Treasury be presented to the Committee.	Next ARCOM Quarterly Meeting	CFO	Concluded
06	ARC 04:21/08/15	AFS to be submitted for review on the 25 th August 2015 as scheduled	25 th August 2015	CFO	Concluded
07	ARC 01:21/08/15	ARCOM resolved that Risk Management report must form part of the standing agenda item.	Next ARCOM meeting	Manager Risk	Concluded
08	ARC 03:21/08/15	ARCOM resolved that Litigation report must form part of the standing agenda items	Next ARCOM Meeting	Manager Legal/EN	Concluded
09.	ARC 01:26/10/15	Internal Audit Control Assessment to be completed by management and to be discussed in the next Council Resolution	Next ARCOM Quarterly Meeting	Risk Manager/MAMCO	Concluded
10.	ARC 07:26/10/15	Vacant ICT positions be filled and all the outstanding ICT Policies be completed	Next ARCOM Quarterly Meeting	ICT Manager	Concluded
11.	ARC	The Chairperson	Next ARCOM	AMM/Compliance Manager	Concluded

4.	ARC 02:25/10/15	IT Risk Assessment to be completed	Next ARCOM Quarterly Meeting	Risk Manager/ICT	The matter is receiving attention. The position of the Risk Manager has been re-advertised.to be filed during the next financial year.
5.	ARC 03:25/10/15	Plan should be compiled between the Speaker's office and the Risk Management unit on Fraud and Anti-Corruption matters.	Next ARCOM Quarterly Meeting	Risk Manager	The matter is receiving attention. The position of the Risk Manager has been re-advertised.to be filed during the next financial year.
6.	ARC 04:26/10/15	ARCOM requested a report on the progress and activities of the Risk Management Committee	Next ARCOM Quarterly Meeting	Risk Manager/Risk Management Committee	The matter is receiving attention. The position of the Risk Manager has been re-advertised.to be filed during the next financial year.
7.	ARC 05:25/10/15	Environmental scanning on emerging risk be performed	Next ARCOM Quarterly Meeting	Risk Manager/Community Services	The matter is receiving attention. The position of the Risk Manager has been re-advertised.to be filed during the next financial year.
8.	ARC 05:25/10/15	Covering letter is prepared for the Litigation report and a column for amount claimed for exposure is added to the report.	Next ARCOM Quarterly Meeting	MM/Legal Manager	Legal Manager position vacant and it has created a gap in the unit. The position will be advertised.
9.	ARC 02:12/05/16	Strategic register be finalized by the person appointed to replace	Next ARCOM Quarterly Meeting	ANM/Risk Manager	The matter is receiving attention. The position of the Risk Manager has been re-advertised.to be filed during the next financial year.

	03:12/05/16	requested the CAE to propose few projects to implement during 01 st Quarter 2016/2017 - round robin approval - while waiting for the finalization of other processes.	Quarterly Meeting		
--	-------------	--	-------------------	--	--

AUDIT & RISK COMMITTEE RESOLUTIONS REGISTER 2015/2016: IN PROGRESS AS AT 30th JUNE 2016

No	Resolution No.	Resolution Taken	Target Date	Responsible Official	Progress/Challenges/Interventions
1.	ARCR29:25/06/14	Technical SDBIP for the municipality to be finalised for the municipality.	Next ARCOM Quarterly Meeting	MANCO/EM	Still in progress
2.	ARCR 04: 25/11/2014	The support plan to be presented as a priority to be discussed at a level of EXCO and the plan to be work in progress.	August 2015	EM/AMM	A draft support plan for 2015/16 is in place still under discussions with Stakeholders. Matter still work in progress.
3.	ARC 02:21/08/15	ARCOM resolved that IT risk register and report must form part of the standing agenda items	Next ARCOM Meeting	Manager IT/ Manager Risk	The matter is receiving attention. The position of the Risk Manager has been re-advertised to be filed during the next financial year.



ANNEXTURE 4

**PUBLIC NOTICES TO MPAC
MEETING WHERE ANNUAL REPORT
WAS DISCUSSED**



RAMOTSHERE MOILOA LOCAL MUNICIPALITY

P.O. Box 92, Zeerust
C/o President & Coetzee Street
ZEERUST
2865

Tel : 018 - 642 1081 ext.202
Fax : 018 - 642 2618/ 018 642 1175
Email : temogo.thebe@ramotshere.gov.za

OFFICE OF THE MUNICIPAL MANAGER

Public Notice

Notice is hereby given in terms of Section 130(1) (a) and (b) of the Municipal Finance Management Act 56 of 2003 that MFMA that the Council meeting must be opened to the public and certain public officials: The meeting of Municipal council at which an Annual Report is to be discussed or at which decisions concerning the annual report are to be taken, must be open to the public and any organs of state, and a reasonable time must be allowed.

Given the above, the Municipal Public Accounts Committee will engage with the Administration to address findings by MPAC on the 2008/2009, 2009/2010, 2010/2011 and 2015/2016 Annual Report as follows:

Date : 15 June 2017

Venue: Municipal Chambers.

Time : 10H00

Members of the community are invited to attend the meeting.


 Mr. O A. Monchusi
 Acting Municipal Manager

Date: 12/06/2017



RAMOTSHERE MOILOA LOCAL MUNICIPALITY

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OFFICE OF THE MUNICIPAL MANAGER

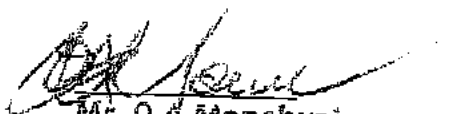
Public Notice

Notice is hereby given in terms of Section 130(1) (a) and (b) of the Municipal Finance Management Act 56 of 2003 that MFMA that the Council meeting must be opened to the public and certain public officials: The meeting of Municipal council at which an Annual Report is to be discussed or at which decisions concerning the annual report are to be taken, must be open to the public and any organs of state, and a reasonable time must be allowed.

Given the above, the Municipal Public Accounts Committee will engage with the communities to source inputs on the 2008/2009, 2009/2010, 2010/2011 and 2015/2016 Annual Report as follows:

Date	Time	Venue
19 June 2017	10H00	Motswedi Community Hall
21 June 2017	10H00	Lehurutshe Civic Center
23 June 2017	10H00	Dinokana Tribal Hall

Members of the communities are invited to attend


 Mr. O A. Monchusi
 Acting Municipal Manager

Date: 12/06/2017

RAMOTSHERE MOILOA LOCAL MUNICIPALITY

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 Email : teroggo.thebe@ramotshere.gov.za

OFFICE OF THE MUNICIPAL MANAGER

Public Notice

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be given to the Municipal Public Accounts Committee will engage with the Municipality to address findings by MPAC on the 2008/2009, 2009/2010, 2010/2011 financial years Annual Report as follows:

Time: 10:00 AM
 Venue: Municipal Chambers.
 Date: 2010

Members of the community are invited to attend the meeting.



Ms Ml Matthews
 Acting Municipal Manager

Date: 21.07.17


RAMOTSHERE MOILDA LOCAL MUNICIPALITY

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OFFICE OF THE MUNICIPAL MANAGER

Public Notice

Notice is hereby given in terms of Section 130(1) (a) and (b) of the Municipal Finance Management Act 56 of 2003 that MFMA that the Council meeting must be opened to the public and certain public officials: The meeting of Municipal council at which an Annual Report is to be discussed or at which the Management will be presenting responses to Mpac questions on the 2015/16 Annual Report.

The Municipal Accounts Committee (MPAC) will engage with the administration to discuss the report as follows :

Date : 16 August 2017

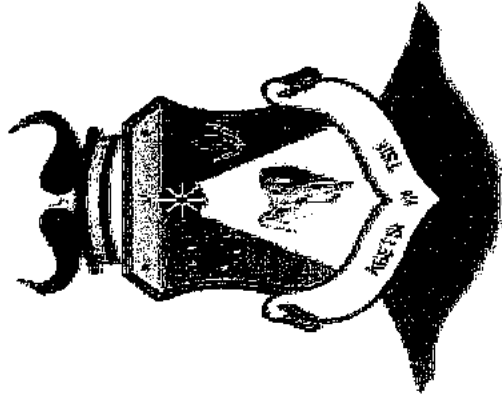
Venue: Municipal Chambers.

Time : 12H00

Members of the community are invited to attend the meeting.

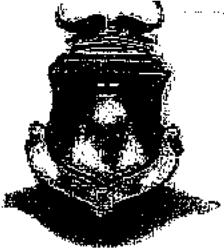
M. M. Matthews
Acting Municipal Manager

Date: 14/08/17



ANNEXTURE 5
MINUTES OF PUBLIC
CONSULTATIVE MEETING HELD ON
THE 19TH JUNE 2017

11. CLOSURE : NATIONAL ANTHEM
 RAMOTSHERE MOILOA LOCAL MUNICIPALITY



Box 92, Zeerust.km
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PROGRAMME FOR PUBLIC CONSULTATIVE MEETING

**PURPOSE: TO GET COMMUNITY INPUTS ON THE 2008/2009, 2009/2010,
 2010/2011 AND 2015/2016 ANNUAL REPORTS**

VENUE: MOTSWEDI COMMUNITY

DATE: 19 JUNE 2017

TIME: 19H00

PROGRAMME DIRECTOR: CLLR O.C MOILOA

- 1. OPENING : CLLR B. PINE
- 2. WELCOME : THE MOTSWEDI CHIEFTANCY
- 3. HIV AND AIDS REFLECTION : MOTSWEDI HOME BASE CARE
- 4. PURPOSE OF THE MEETING : CLLR K.I MANTHOKO
- 5. PRESENTATION 2008/2009 ANNUAL REPORT: MR TIRO SELEKA
 - ❖ QUESTIONS AND COMMENTS BY COMMUNITY
 - ❖ RESPONSE BY MUNICIPAL ADMINISTRATION
- 6. PRESENTATION OF THE 2009/2010 ANNUAL REPORT: MR TIRO SELEKA
 - ❖ QUESTIONS AND COMMENTS BY COMMUNITY MEMBERS
 - ❖ RESPONSES BY MUNICIPAL ADMINISTRATION
- 7. PRESENTATION OF THE 2010/2011 ANNUAL REPORT: MR TIRO SELEKA
 - ❖ QUESTIONS AND COMMENTS BY COMMUNITY MEMBERS
 - ❖ RESPONSE BY MUNICIPAL ADMINISTRATION
- 8. PRESENTATION OF THE 2015/2016 ANNUAL REPORT: MR TIRO SELEKA
 - ❖ QUESTIONS AND COMMENTS BY COMMUNITY MEMBERS
 - ❖ RESPONSE BY MUNICIPAL ADMINISTRATION
- 9. ANNOUNCEMENTS : CLLR G PULE
- 10. VOTE OF THANKS : HON MAYOR K MOTHOAGAE

RAMOTSHERE MOILOA LOCAL MUNICIPALITY



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MPAC OFFICE

**MINUTES FOR THE PUBLIC CONSULTATIVE MEETING HELD ON THE
 19 JUNE 2017**

**PURPOSE: TO SOURCE COMMUNITY INPUTS ON THE 2008/2009,
 2009/2010, 2010/2011 AND 2015/2016 ANNUAL REPORTS**

1. OPENING

The meeting opened with a prayer by Cllr O. C Moiloa

2. WELCOME

Ward committee member of ward 04 welcomed all on behalf of the ward councillor Cllr B. Mooketsi

3. INTRODUCTION OF GUESTS

Cllr S.F Ngweye introduced guests as they only comprised of MPAC members and the Communication Officer

4. PURPOSE OF THE DAY

Cllr N.T Moroeng outlined the purpose of the meeting as follows:

For the municipal administration to present their performance for the financial years in question and for the community to familiarise themselves with the reports and make their inputs.

5. PRESENTATION OF THE ANNUAL REPORTS

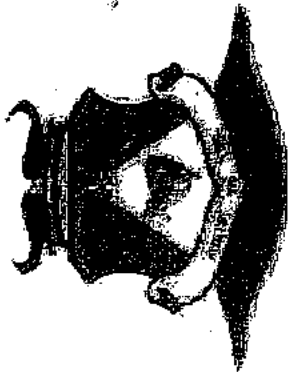
The 2008/2009, 2009/2010, 2010/2011 AND 2015/2016 Annual Reports were not presented due to the fact that there was no one from the side of management to present the reports

However the programme Director afforded communities members to make their comments on the reports but no one took that opportunity.

Encouraged members to make written representations to the municipality through the office of the Accounting Officer.

6. CLOSURE

The meeting closed with a singing of the national anthem



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OFFICE OF THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE

COMMUNITY CONSULTATIVE MEETING OVER 2008/2009, 2009/2010, 2010/2011 AND 2015/2016
ANNUAL REPORTS

DATE: 19 JUNE 2017 2017

VENUE: MOTSWEDI COMMUNITY HALL

TIME: 10H00

NAME & SURNAME	DESIGNATION	CONTACTS	SIGNATURE
1. CLLR K.I MANTHOKO	MPAC CHAIRPERSON	073 403 5273	
2. CLLR T.J MOREBANTWA	MPAC MEMBER	071 890 5133	
3. CLLR N.T MOROENG	MPAC MEMBER	073 364 6341	
4. CLLR I. SULIMAN	MPAC MEMBER	072 548 8810	
5. CLLR J.G PUJE	MPAC MEMBER	073 360 0149	
6. CLLR K. VENTER	MPAC MEMBER	073 2003 307	



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OFFICE OF THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE

COMMUNITY CONSULTATIVE MEETING OVER 2008/2009, 2009/2010, 2010/2011 AND 2015/2016 ANNUAL REPORTS

DATE: 19 JUNE 2017 2017

VENUE: MOTSWEDI COMMUNITY HALL

TIME: 10H00

NAME & SURNAME	DESIGNATION	CONTACTS	SIGNATURE
Tebogo Pule	LOBATLA ward 05	0735092475	T. Pule
A. DITIBANE	LOBATLA ward 05	003 049 4643	A. Ditibane
Joyce Magoapi	LOBATLA ward 05	0760248587	J. Magoapi
PANKY GOPHANE	WARDS	0787970542	P. Gophane
B.C. Kgoinane	LOBATLA Wards	081 81 56172	B. Kgoinane

NAME & SURNAME	DESIGNATION	CONTACTS	SIGNATURE
Seyoum Kalkabane	Ward 5	0710520481	
Besawit Meshachew	" 05	0716 616 7058	
Tseletenyame Tesfaye	Ward 2	064 3017 344	
Mesayene Samirame	Ward 2	0716 616 512	
Seyoum Bekele	Ward 2	0716 616 512	
Mesayene Tesfaye	Ward 2	0716 616 512	
Etchay Modukawele	Ward 02	0711992609	
Besawit Tesfaye	Ward 02	0110254868	
Rebecca Modukawele	Ward 6	071 271 1575	
Yay Tesfaye	Ward 2	0716 616 512	
Letena Dinkasitse	WARD 2	0716 616 512	
Tseletenyame Tesfaye	Ward 6	0716 616 512	
Semawit Tesfaye	Ward 6	-	
Mesayene Tesfaye	Ward 6	-	
Semawit Tesfaye	Ward 6	-	

NAME & SURNAME	DESIGNATION	CONTACTS	SIGNATURE
David Malope	LOBATLA Ward 3	073 2378390	<i>D Malope</i>
Leontine Shombi	ward 3	063 5727779	<i>L Shombi</i>
Buimelo Rube	LOBATLA ward 3	0786350670	<i>B Rube</i>
Seleg Mabele	11	0782992940	<i>S Mabele</i>
Kyatho Mabele	Gayane Ward 06	0733678422	<i>K Mabele</i>
Goodson Tiro	community member	0732691762	<i>G Tiro</i>
SEBEL TIRLO	community member	0704182171	<i>S Tiro</i>
Chirano Siso	WARD 06 MEMBER	0735132609	<i>C Siso</i>
Keneqiso Moxane	Ward 04 Ward Committee	07829926657	<i>K Moxane</i>
Maoni Bheque	Ward 4 Committee	078793535	<i>M Bheque</i>
Baitumelo Khuse	ward 4	0723588507	<i>B Khuse</i>
Kelisofo	community member	075 622 35	<i>K Kelisofo</i>
Mo B. J	Ward Com. 04	0833512335	<i>M B. J</i>

3



RAMOTSHERE MOILOA LOCAL MUNICIPALITY

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OFFICE OF THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE

COMMUNITY CONSULTATIVE MEETING OVER 2008/2009, 2009/2010, 2010/2011 AND 2015/2016 ANNUAL REPORTS

DATE: 19 JUNE 2017 2017

VENUE: MOTSWEDI COMMUNITY HALL

TIME: 10H00

NAME & SURNAME	DESIGNATION	CONTACTS	SIGNATURE
Sidney Mabuza	Ward Committee Member	078 056 7479	<i>[Signature]</i>
Tshepo Magozi	Committee Member	073 4644210	<i>[Signature]</i>
Patrick Maramela	Ward Committee	0780578551	<i>[Signature]</i>
Kabalo Moyoeng	Ward Council	073 438 4091	<i>[Signature]</i>

[Handwritten marks]

NAME & SURNAME	DESIGNATION	CONTACTS	SIGNATURE
Sejane Ketsameitse	Ward 4	073 559 1841	[Signature]
Mosebaine Pololefi	Ward 4	0605867246	[Signature]
Rhalefona Mokopane	Ward 4	073 559 1841	[Signature]
Debona Bibeso	Ward 4	073 559 1841	[Signature]
Phenepa Mafisa	Ward 3	073 559 1841	[Signature]
Thuse Tsotona	Ward 3	073 559 1841	[Signature]
Keatlelile Boreki	Ward 6	071 002 5384	[Signature]
Xulu S. Samangele	Ward 6	078 368 0007	[Signature]
Portia Mofaneng	Ward 2	073 559 1841	[Signature]
B.S. Mofutsanele	Ward 2	078 659 9039	[Signature]
M.C. Poreisi	Ward 02	0252 689 1841	[Signature]
S. Mofutsanele	Ward 02	073 559 1841	[Signature]
M. Mofutsanele	Ward 02	081 0579 590	[Signature]
OTSHAPENG MOTHAPANE	Ward 4	073 559 1841	[Signature]
Mofutsanele Kadi	Ward 4	078 699 1700	[Signature]
	Ward 4	078 1545 186	[Signature]

NAME & SURNAME	DESIGNATION	CONTACTS	SIGNATURE
Kambur...	WARD 4	078 649 2800	K.D. ...
Bacsek-a Catherine	WARD 4	078 200 8170	Bacsek-a
Marnie Kysicnik	WARD 3		M. Kysicnik

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RAMOTSHERE MOILOA LOCAL MUNICIPALITY

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OFFICE OF THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE

COMMUNITY CONSULTATIVE MEETING OVER 2008/2009, 2009/2010, 2010/2011 AND 2015/2016 ANNUAL REPORTS

DATE: 19 JUNE 2017 2017

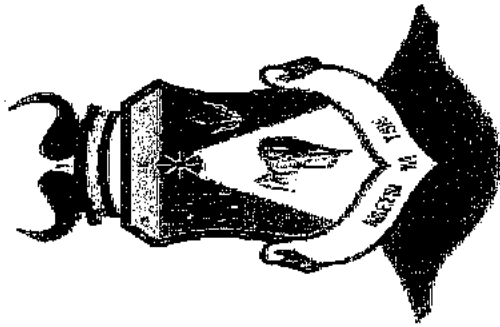
VENUE: MOTSWEDI COMMUNITY HALL

TIME: 10H00

NAME & SURNAME	DESIGNATION	CONTACTS	SIGNATURE
Bontuene Masepe	Com. Member	0764113322	
Molet, Coetzee	Com. Member	0837654567	
Kgomiso Sisoane	Com. Member	0753137020	
Mantya Gantse	Com. Member	0761754576	
Keneilwe Moele	Com. Member	07367590	

NAME & SURNAME	DESIGNATION	CONTACTS	SIGNATURE
BURE SAPHALISANE	Community Member	08 100 53 971	Boy of SB
MURRAY MATHEWSON	Community Member	078 955 7731	Murray
MORRI LEAH	Community member	078 8258 425	Leah
DINAH MOUTTE	COMMUNITY MEMBER	063 870 7358	Dinah
OMPHTHEKE MUTSISI	WARD COMMITTEE	073 032 7392	K
TIMOTAO MABGASTHE	Community member	083 7450 745	F.P. Mabgasthe
CHARLOTTE MABGASTHE	Community member	018 884 2242	K. Mabgasthe
PATIENCE MARGINS	community member	076 623 8452	P. Margins
SAONVALENE MOGUS	WARD COMMITTEE	076 323 4088	S. Mogus
NEOLISA JEANETTE	COMMUNITY MEMBER	071 999 9136	N. Jeanette
MORGANE MAMIKIG	WARD COMMITTEE	083 484 4378	M. Mamikig
TSHEGOTABA MELOME	WARD COMMITTEE	078 535 4936	M. Melome
KATHESO MABASI	C.M	073 405 1662	K. Mabasi
JEANETTE MABAGELUMU	WARD COMMITTEE	083 738 9232	J. Mabagelum
Poi tamelo Tolo	Community Member	060 370 1348	P. Tolo

NAME & SURNAME	DESIGNATION	CONTACTS	SIGNATURE
Sobito Lasago	Com member	081 079 8818	S. Sobito
Sobito Hebebe	ward committee	071 021 1253	S. Sobito
LORNO BIKONO	Com member ward 5	0710961269	L. Bikono
DINEO MALAKATE	ward committee	0734023904	D. Malakate
KEMAGETSE MATHI	ward committee	0718097521	K. MATHI
PATIENCE SEBOGEB	Ward Com OS	0833664359	P. Sebogeb
MEBONINYI SERRA	ward committee	0718023400	M. Serra
Lekober Keeleboop	member (03)	0787654651	L. Keeleboop
Medidi Seego Gole	member (03)	0850619483	M. Gole
Motlogelun Mankufu	Member (03)	0603705861	M. Mankufu
MORONI SORISORONI	member (03)	0797023540	M. Sorisoroni
SERPAI LASAGO	MEMBER (02)	0782677259	S. Lasago
BORISIMETO LESWAI	Member 02	0731680560	B. Leswai



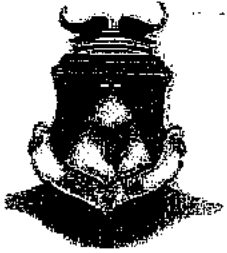
ANNEXTURE 6

MINUTES OF PUBLIC

CONSULTATIVE MEETING HELD ON

THE 21st JUNE 2017

11. CLOSURE : NATIONAL ANTHEM
 RAMOTSHERE MOILOA LOCAL MUNICIPALITY



Box 92, Zeerustl.km
 C/o President & Coetsee Street
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 2865

Tel : 018 - 642 1081 ext.296
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PROGRAMME FOR PUBLIC CONSULTATIVE MEETING

**PURPOSE: TO GET COMMUNITY INPUTS ON THE 2008/2009, 2009/2010,
 2010/2011 AND 2015/2016 ANNUAL REPORTS**

VENUE: LEHURUTSHE CIVIC CENTRE

DATE: 21 JUNE 2017

TIME: 10H00

PROGRAMME DIRECTOR: CLLR O.C MOILOA

- OPENING AND WELCOME : CLLR P. MOLEFE**
- HIV AND AIDS REFLECTION : HOME BASE CAREGIVER**
- PURPOSE OF THE MEETING :CLLR K.I MANTHOKO**
- PRESENTATION 2008/2009 ANNUAL REPORT:**
- ❖ QUESTIONS AND COMMENTS BY COMMUNITY
 - ❖ RESPONSE BY MUNICIPAL ADMINISTRATION
- PRESENTATION OF THE 2009/2010 ANNUAL REPORT:**
- ❖ QUESTIONS AND COMMENTS BY COMMUNITY MEMBERS
 - ❖ RESPONSES BY MUNICIPAL ADMINISTRATION
- 7. PRESENTATION OF THE 2010/2011 ANNUAL REPORT:**
- ❖ QUESTIONS AND COMMENTS BY COMMUNITY MEMBERS
 - ❖ RESPONSE BY MUNICIPAL ADMINISTRATION
- 8. PRESENTATION OF THE 2015/2016 ANNUAL REPORT:**
- ❖ QUESTIONS AND COMMENTS BY COMMUNITY MEMBERS
 - ❖ RESPONSE BY MUNICIPAL ADMINISTRATION
- 9. ANNOUNCEMENTS : CLLR G PULE**
- 10. VOTE OF THANKS : CLLR I SULIMAN**

RAMOTSHERE MOILOA LOCAL MUNICIPALITY



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MPAC OFFICE

**MINUTES FOR THE PUBLIC CONSULTATIVE MEETING HELD ON THE 21
 JUNE 2017**

VENUE: LEHURUTSHE CIVIC CENTRE

TIME: 10H00

**PURPOSE: TO SOURCE COMMUNITY INPUTS ON THE 2008/2009,
 2009/2010, 2010/2011 AND 2015/2016 ANNUAL REPORTS**

1. OPENING AND WELCOME

- Cllr Molefe opened the meeting with a prayer
- He welcomed all to the meeting

2. PURPOSE OF THE MEETING

Cllr K.I Manthoko outlined the purpose of the meeting as follows:

- That MPAC as the oversight committee of council are there to facilitate the meeting where community members pose questions to the administration with regards to the Annual Reports
- That only 2015/2016 Annual Report will be presented and if members of the community have inputs on the 2008/2009, 2009/2010, and 2010/2011 they will do it after the 2015/2016 Annual Report is done with

3. PRESENTATION OF THE 2015/2016 ANNUAL REPORT

The report was presented by Mr Kgokotlhi (CFO)

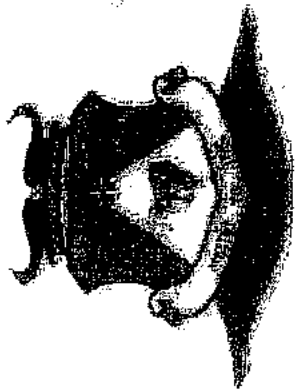
- The presentation was based on the Audit Report for the 2015/2016 Year End
- He highlighted that the report mostly outlines the community of Ramotshere in terms of the populations, its economic activities and development and as well as the financial performance of the municipality.

QUESTIONS AND COMMENTS BY COMMUNITY MEMBERS	RESPONSE BY ADMINISTRATION
<ol style="list-style-type: none"> 1. Municipalities often get disclaimers due to lack of service delivery to the community and that councillors do not play their role of oversight 2. The voice of the youth is silent in terms of the budget of the municipality 3. What actions have the municipality taken to avoid financial losses incurred? 4. The money that have been mismanaged as per the audit report could have been used for the empowerment of the youth 5. How will the municipality address the issue of non-disclosure of commitments that they have made? 	<ol style="list-style-type: none"> 2. The municipality cater for youth development through LED start-ups the only thing that is lacking is proper monitoring form the side of the municipality and the beneficiaries 3. Material loss in relation to water and electricity is quite tricky as the municipality cannot control it is not that of financial a nature

<p>6. Where in Mosweu are the high mass lights located?</p> <p>7. Why is that key positions in the municipality are being held by individuals in the acting capacity?</p> <p>8. Why can't the municipality reinvest in existing start-up project that has potential for growth rather than putting that monies in new projects that will ultimately fold?</p>	<p>6. There must be a mistake in the report because the high mass light project is in Mmutshweu</p> <p>7. The positions in question have been advertised and the process is being driven by external stake holders and that it what is causing the delays</p> <p>8. The comment will be taken under advisement and the policy will be consulted</p>
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4. CLOSURE

The meeting closed with the singing of the national anthem



RAMOTSHERE MOTLOA LOCAL MUNICIPALITY

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OFFICE OF THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE

COMMUNITY CONSULTATIVE MEETING OVER 2008/2009, 2009/2010, 2010/2011 AND 2015/2016
ANNUAL REPORTS

DATE: 21 JUNE 2017 2017

VENUE: LEHURUSTHE CIVIC CENTRE

TIME: 10H00

NAME & SURNAME	DESIGNATION	CONTACTS	SIGNATURE
1. CLLR K.I MANTHOKO	MPAC CHAIRPERSON	073 403 5273	
2. CLLR T.J MOREBANTWA	MPAC MEMBER	071 890 5133	
3. CLLR N.T MOROENG	MPAC MEMBER	073 364 6341	
4. CLLR I. SULLIMAN	MPAC MEMBER	072 548 8810	
5. CLLR J.G PULE	MPAC MEMBER	073 360 0149	
6. CLLR K. VENTER	MPAC MEMBER	073 2003 307	



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TIME: 10H00

NAME & SURNAME	DESIGNATION	CONTACTS	SIGNATURE
Israël Moleantona	CLERK WARD 15	0845831531	<i>[Signature]</i>
Sonny Sibona	HRD TRAINING OFF.	0719711296	<i>[Signature]</i>
PATRICK MABUJA	CLL COORD 14	0790203009	<i>[Signature]</i>

NAME & SURNAME	DESIGNATION	CONTACTS	SIGNATURE
P. M. M. S. S.	Administrations	079 622 5511	
Kina Kaupōia	Acting CFO	079 206 4127	
George Makaukara	Director Technical Services	0837557575	
D. E. Mangape	Acting Director	0733 211710	

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TIME: 10H00

NAME & SURNAME	DESIGNATION	CONTACTS	SIGNATURE
Makgathe David	18	063 7480 985	<i>[Signature]</i>
Mabane Mteboang	18	073 477 0943	<i>[Signature]</i>
Moumakwa Kabela	18	078 852 2043	<i>[Signature]</i>

NAME & SURNAME	DESIGNATION	CONTACTS	SIGNATURE
MOSIMANEANE MATHEBI	WARD 10 M.M. 17D	08352 83745	<i>[Signature]</i>
SETSEBANE Mosebi	Ward 10 M.M. 17D	073 179 2105	<i>[Signature]</i>
ISHARA KETEMASI	WARD 7	073 28 66066	<i>[Signature]</i>
RENDIC KHEKHELANG	WARD 7	0797450180	<i>[Signature]</i>
ALUYANG KHEKHELANG	WARD 7		<i>[Signature]</i>
MOLEBE MATHAKA	WARD 17	0731515623	<i>[Signature]</i>
MALCBE MATHAKA CA	WARD 12	0833704896	<i>[Signature]</i>
THAKA MATHAKA	WARD 12	0635558190	<i>[Signature]</i>
CUFA MATHAKA	WARD 13	073292750	<i>[Signature]</i>
OUPIKIE DUMY	WARD 16		<i>[Signature]</i>
MATHAKA DAPHILE	WARD 18	0634637654	<i>[Signature]</i>
MOLEBE MATHAKA	WARD 18	0603146137	<i>[Signature]</i>
MATHAKA MELEI	WARD 19	0710084917	<i>[Signature]</i>
MATHAKA MARIE	WARD 19	0736617228	<i>[Signature]</i>
D.P. SEAKEN TOA	WARD 17	088 2838330	<i>[Signature]</i>

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NAME & SURNAME	DESIGNATION	CONTACTS	SIGNATURE
Thapele Matswapele	WARD 17	063 21 88 171	
L.S. Molepe	WARD 17	065 58 17 851	
Merina ecutu	WARD 17	081 00 80 394	M.B.C.O
Joyce Ishubele	WARD 17	078 28 60 968	J.I.S.
Lesenseg Khudelaung	WARD 17	073 99 8 0853	
Molefe Lerang	WARD 17	063 204 6792	
MATSHANA BEHATSE	WARD 17	063 550 12 91	M.A.S.
SEAMA GAOPALU E	WARD 17		X
MULATADI SEMMA	WARD 17	071 01 28 069	G.F.S.C.M.N.G
ZORO Molemantse	WARD 15	084 583 1501	
LEUNGWE GALESKUTHE	WARD 11	073 16 05 227	
WAKE MUMMOSA	WARD 07	074 46 83 038	
MONOMELE MABEPE	WARD 07	060 730 2685	A.M.M.O.F.O.M.E.R.E

NAME & SURNAME	DESIGNATION	CONTACTS	SIGNATURE
KUOSO SEITERPIENGT	WARD 07	083 503 6691	<i>[Signature]</i>
IRELENG KATAMETSI	WARD 07	0810 858 329	<i>[Signature]</i>
MURMUKUWA OMPHEMENSE	WARD 07	073 6273 590	<i>[Signature]</i>
THRESO MAFORA	WARD 19	076 075 4049	<i>[Signature]</i>
DARIUS MASEKO	WARD 19	076 080 4642	<i>[Signature]</i>
Telupang Mayole	19	063 041 9070	<i>[Signature]</i>
MWENZOSI JONENWES	WARD 19	079970 5483	<i>[Signature]</i>
WENGGY SONKE	WARD 19	07476 88992	<i>[Signature]</i>
LUCKY MURATI	WARD 19	067 428 166 01	<i>[Signature]</i>
MALIKU MALIFE	WARD 19	063 161 2009	<i>[Signature]</i>
THRESO SEPOTONG	WARD 19	064 356 1467	<i>[Signature]</i>
MURMUKUWA THATO	WARD 17	0719681885	<i>[Signature]</i>
RANWALISA PATRICK	WARD 17	—	<i>[Signature]</i>
AFORUWA MALIFE	19	—	<i>[Signature]</i>

3

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3

NAME & SURNAME	DESIGNATION	CONTACTS	SIGNATURE
MPOPI MATHEBAKEMANA	WARD 12	078 7638 462	
IKGOTILENGA MOTHIBAKAQA	11	064 0307790	
KEALEBOGA MAMPA	WARDS 14 12	0786394612	K.M.
STEVEN MOLEFE	WARD 12	083 7186 783	
TISO Molemane	WARD 12	083 2473 977	
Keoneneilwe Ramela	WARD 14	063 6360330	K.P. Ramela
Keibone matsisi	WARD 12	078 5796630	K.M.
Andrew (Red)	WARD 12	078 4945 972	
LEKATO RAMBONA	WARD 12	078 5723265	
Nelson Andrew Mafara	WARD 12	078 2322600	
RUSCILLA PHELEPI MABROO	WARD 11	0834236083	
FRONENS RABOKOME	WARD 12	0832621622	F. Rabokome



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ANNUAL REPORTS

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VENUE: LEHURUTSHE CIVIC CENTRE














TIME: 10H00

NAME & SURNAME	DESIGNATION	CONTACTS	SIGNATURE
Morles Morle	President	073 118196	
S-R- MABO	of Bokofofofo	079 856348	
Hisa MABO	Ward 12	076 209 7405	

NAME & SURNAME	DESIGNATION	CONTACTS	SIGNATURE
Kedroni M. M. M. M.	Ward 12		kp
Itumeleng M. M. M. M.	Ward 12	0635455193	
Rubjana M. M. M. M.	Ward 12 CLK	0601010101	
Daphne M. M. M. M.	Ward 14 CLK	0790203009	
Joy M. M. M. M.	Ward 12 CLK	0792106337	
Jackson Leena	Ward 12	0780888196	
Blanca Kemeiso	Ward 12	07606590629	
Molokwane S. S. S. S.	Ward 12	071 7277480	
Molokwane M. M. M. M.	Ward 12	071 7277480	
Morc M. M. M. M.	Ward 12	083 5890141	
Mona Dumbo	Ward 12	076 7417916	
Sikiso S. S. S. S.	Ward 12	073 6419560	
Makoti S. S. S. S.	Ward 12	0781414182	
Masuku D. D. D. D.	Ward 12	0784414139	
Masuku D. D. D. D.	Ward 12	098 182 83399	

NAME & SURNAME	DESIGNATION	CONTACT'S	SIGNATURE
Musoloki Hobegane	WARD 7	0834942633	M Hobegane
Toko Komanya	WARD 7	0739784999	TKO
VINCENT B. RUIE	WARD 7	078 742 9819	V Ruiie
Mona Medipone	WARD 7	06318191215	M Medipone
Thumeliso Molebatsi	WARD 18	0755382306	T Molebatsi
SMITH MOSADI	WARD 15	0739582064	S Mosadi
M MAPULA MOLEBATSI	WARD 19	063 129 4542	M Molebatsi
MILUCENT DAVIS	WARD 19	083 589 2362	M Davis
CATHARINE MOLESSEKI	WARD 19	0781086688	C Moleseki
TINA MATLUCU	WARD 19	0824310029	T Matlucue
Ace Ntabelakanye	BBF Radio	0617563299	A Ntabelakanye
OLEPOSENS SEROPACE	KOPHOMOS FM	078 911 3243	O Seropace
Thumelo Tshetsothang	KOPHOMOS FM	078 576 6544	T Tshetsothang

3

NAME & SURNAME	DESIGNATION	CONTACTS	SIGNATURE
Maria Louie Mmaloleqa	WARD 14	0833949483	
Mavis Selah	WARD 06	0785253250	
Beppie Leboto	WARD 10	0782419581	
Rose Molebetsi	WARD 7	0604305122	
Enelopo Molebetsi	WARD 07	0634665584	
hlshabidu Molebetsi	WARD 7	0834727495	
Dimeliso Molebetsi	WARD 19	0787435470	
Aunna BATSHEQI	WARD 19	0834685519	
Johanna Molebetsi	WARD 19	0835391515	
kebareng Selek-a	WARD 12	0719155464	
Dutumele kekelefetse	WARD 12	0787448078	
Loetso Molebetsi	WARD 12	0780945578	
Abigail Molebetsi	19	-	

NAME & SURNAME	DESIGNATION	CONTACTS	SIGNATURE
THOMAS MAFERA	WARD 19 Community member	076 075 7049	<i>[Signature]</i>
Lucky MARTIN	WARD 19	060 3870 625	<i>[Signature]</i>
GREGARIO MOLISE	WARD 7	0163 063 016 67	<i>[Signature]</i>
MOSHO PATRICIA	WARD 7	076 75 93 067	<i>[Signature]</i>
MOTSOAGIE DITHAHLE	WARD 7	0733305298	<i>[Signature]</i>
THOBESANE FESTISHELE	WARD 7	071 9577 850	<i>[Signature]</i>
IDELE PATRICIA	WARD 7	078 397 4703	<i>[Signature]</i>
Sekhe Mafefa	ward 7	073 978 2660	S. Mafefa
Mhames MAFERAS	ward 19	079 970 8483	<i>[Signature]</i>
Trebo Sepeleng	ward 19	064 350 1467	<i>[Signature]</i>
Benny Mafefa	ward 01	0180379272	B. Mafefa
OLGA MOLALE	ward 12	073292750	<i>[Signature]</i>

3

3



RAMOTSHERE MOLELO LOCAL MUNICIPALITY

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DATE: 21 JUNE 2017 2017

VENUE: LEHURUTSHE CIVIC CENTRE

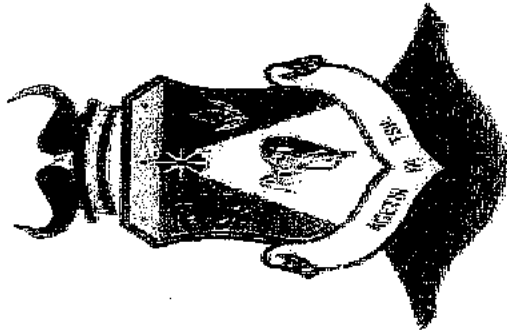
TIME: 10H00

1083

NAME & SURNAME	DESIGNATION	CONTACTS	SIGNATURE
Chippa Joseph Molelo	ward 12 Community	0781025200	
Mamunibidu Ph. Molelo	ward 12	0786174958	
Kobekpile P. Toka	ward 12	0734278517	

NAME & SURNAME	DESIGNATION	CONTACTS	SIGNATURE
BENNETO FERREIRO	WARD 12	073 89 80 961	
MIGUEL MARTINS	WARD 12	063 427 0221	
MARIANE KUMBO	WARDS 12	060 9521 444	
TIRE NEO	WARD 12	073 970 5500	
MARIANZO MOTA	WARD 12	07718121463	
ANGIE RANTHO	WARD 12	0733164428	
NOMBINI MOWEPE	WARD 12	0634342626	N. MOWEPE

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ANNEXTURE 7
MINUTES OF PUBLIC
CONSULTATIVE MEETING HELD ON
THE 23rd JUNE 2017

RAMOTSHERE MOILOA LOCAL MUNICIPALITY

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PROGRAMME FOR PUBLIC CONSULTATIVE MEETING

PURPOSE: TO GET COMMUNITY INPUTS ON THE 2008/2009, 2009/2010,
2010/2011 AND 2015/2016 ANNUAL REPORTS

VENUE: DINOKANA HALL

DATE: 23 JUNE 2017

TIME: 10H00

PROGRAMME DIRECTOR: CLLR P. MOREBANTWA

1. OPENING AND WELCOME : CLLR L. SELEBOGO
2. HIV AND AIDS REFLECTION : HOME BASE CAREGIVER
3. INTRODUCTION OF GUESTS : CLLR P. PULE
4. PURPOSE OF THE MEETING : CLLR K.I MANTHOKO (MPAC CHAIRPERSON)
5. PRESENTATION 2008/2009 ANNUAL REPORT:
 - ❖ QUESTIONS AND COMMENTS BY COMMUNITY
 - ❖ RESPONSE BY MUNICIPAL ADMINISTRATION
6. PRESENTATION OF THE 2009/2010 ANNUAL REPORT:
 - ❖ QUESTIONS AND COMMENTS BY COMMUNITY MEMBERS
 - ❖ RESPONSES BY MUNICIPAL ADMINISTRATION
7. PRESENTATION OF THE 2010/2011 ANNUAL REPORT:
 - ❖ QUESTIONS AND COMMENTS BY COMMUNITY MEMBERS
 - ❖ RESPONSE BY MUNICIPAL ADMINISTRATION
8. PRESENTATION OF THE 2015/2016 ANNUAL REPORT:
 - ❖ QUESTIONS AND COMMENTS BY COMMUNITY MEMBERS
 - ❖ RESPONSE BY MUNICIPAL ADMINISTRATION
9. ANNOUNCEMENTS : CLLR N. MOROENG
10. VOTE OF THANKS : HONOURABLE MAYOR KERENG MOTHOGAE



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MPAC OFFICE

**MINUTES FOR THE PUBLIC CONSULTATIVE MEETING HELD ON THE 23
 JUNE 2017**

VENUE: DINOKANA HALL

TIME: 10H00

**PURPOSE: TO SOURCE COMMUNITY INPUTS ON THE 2008/2009,
 2009/2010, 2010/2011 AND 2015/2016 ANNUAL REPORTS**

1. OPENING AND WELCOME

- Cllr Mogorosi opened the meeting with a prayer
- He welcomed all to the meeting

2. PURPOSE OF THE MEETING

Cllr P. Molefe outlined the purpose of the meeting as follows:

- That members of the community will be given an opportunity to make inputs on the Annual Reports that will be presented on the day

**3. PRESENTATION OF THE 2008/2009, 2009/2010, 2010/2011 AND
 2015/2016 ANNUAL REPORTS**

The report were presented by Mr Kgokotlhi (Acting CFO)

3.1 QUESTIONS AND RESPONSES ON THE PRESENTED REPORTS

QUESTIONS/COMMENTS BY COMMUNITY	RESPONSE BY ADMINISTRATION
<ul style="list-style-type: none"> • Where did the municipality get the R18m of unauthorised expenditure • How does Eskom assist the municipality with regards to material loss relating to electricity? 	<ul style="list-style-type: none"> • Unauthorised expenditure simply means that goods of the value of 18m that were procured were not budgeted for, it does not mean that money that was budgeted for a certain project was misused • Only communities can assist in this regards by reporting instances where they see that there are water leaks, illegal connections etc

4. CLOSURE

The meeting closed with the singing of the national anthem



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TIME: 10H00

NAME & SURNAME	DESIGNATION	CONTACTS	SIGNATURE
<i>Koetsepe Mosele</i>	<i>Mosele</i>	<i>075 522 0593</i>	<i>D. Mosele</i>
<i>Kaomoiso Seimane</i>	<i>Ward 10</i>	<i>083 962 0924</i>	<i>K. Seimane</i>
<i>Neo Seimane</i>	<i>Ward 10</i>	<i>073 654 7889</i>	<i>Neo Seimane</i>

NAME & SURNAME	DESIGNATION	CONTACTS	SIGNATURE
Mosesi Tsego Mole	Ward 10	0730136912	
Batsang Ramatiti	Ward 09	0744270912	
Ditshupe Kelebebe	ward 09		
Phillip Mole	ward - 09	0822335930	
Joseph Ramatiti	ward - 09	0786323148	
Monyang Hume	ward 06	0730916615	
Ainy Mollajwe	Ward 11	0739053463	
Kabele Senosi	10	083 480 7801	
Opele Senatle	10	079 052 5793	
Rubany Sediki	09		
Ikgopoleng Gladys Tsho	Ward 09	0835837269	
Keabekwe Molekane	Ward 09	0737820400	
Abram Molekane	ward 9		
Danile Ramatiti	Ward 9	085 970 6989	



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VENUE: DINOKANA HALL

TIME: 10H00

1091

NAME & SURNAME	DESIGNATION	CONTACTS	SIGNATURE
Seemphile Masake		031 906 2984	
MATHE UBATILE		0856380744	
Interim Ben Suerper		07840 65783	

NAME & SURNAME	DESIGNATION	CONTACTS	SIGNATURE
KERBETWE SETHABE	ward 10	07190979200	<i>K. SETHABE</i>
DINHO TIRO	ward 10	0836925944	<i>D. TIRO</i>
KEALERDA MONGALE	ward 10	078 0161207	<i>K. MONGALE</i>
KENSY KAFAMETAI	ward 10	0733486697	<i>K. KAFAMETAI</i>
GIRLET MOKYOSI	ward 10	078 319 2819	<i>K. MOKYOSI</i>
MONTANOEI BOITSEPO	ward 10	078 3422002	<i>B. BOITSEPO</i>
SEUDANE KESIMPHINGA	ward 10	0719206709	<i>S. KESIMPHINGA</i>
DEKHEMPOLO MOKHELE	ward 10	0712 3381528	<i>M. MOKHELE</i>
GRANSE MABOGOTSI	WARD 09	078 103 8193	<i>G. MABOGOTSI</i>
GRABHE MABATHANE	WARD 09	078 3314364	<i>G. MABATHANE</i>
MOKHOSI KHAYO	ward 09	073 1755190	<i>M. KHAYO</i>
JOSEPH MOSWILE	WARD 09	078 22 18487	<i>J. MOSWILE</i>
MOKHOSI KHAYO	ward 09	073 1755190	<i>M. KHAYO</i>

(Handwritten marks)



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VENUE: DINOKANA HALL

TIME: 10H00

1093

NAME & SURNAME	DESIGNATION	CONTACTS	SIGNATURE
HELENGILE SEBATIANG	Ward 09	083 6623352	
LEBOSANG RABOTOTO	Ward 09	0733672000	
LOVELY MURIMANI	Ward 09	0733325911	

NAME & SURNAME	DESIGNATION	CONTACTS	SIGNATURE
BOIPALO MEREMETSI	Mleentsi Ward 9 Community	0736810473	<i>Mleentsi</i>
Hilda Rephoto	WARD 9	0739710796	<i>H Rephoto</i>
Bekameo Bek. Molea	WARD 10	0843186937	<i>Bekameo</i>
Boikemo mofe	WARD 10	06056098	<i>Boikemo</i>
Kwame Moselesi	WARD 10	0638504406	<i>K. Moselesi</i>
Abe Sontshobany Moselesi	WARD 10	0787798925	<i>Abe Sontshobany</i>
ARA NOMANES	WARD 09	0832763833	<i>ARA</i>
MONTSINI MATHUNGO	WARD 11	0760952650	<i>M. Mathungo</i>
LINDWEN MAMOSHE	WARD 11	0789871130	<i>L. Mamoshe</i>
LINDWEN MAMOTLA	WARD 11	0789871130	<i>L. Mamoshe</i>
KLODINE KEIKHATSENG	WARD 16	0739011367	<i>K. B. Mamoshe</i>
Tshepo MATHIBE	WARD 16	0736038699	<i>T. Mathibe</i>
SHEGOSISO MASHAMAI	WARD 16	0780568972	<i>S. Mashamai</i>
Majindo Zibus	" " 14	0732843992	<i>M. Zibus</i>
FRANCINA MBELE	" " 14	0835841905	<i>F. Mbele</i>

NAME & SURNAME	DESIGNATION	CONTACTS	SIGNATURE
IMBABING MOCANE	WARD 16	0784481940	<i>[Signature]</i>
Morantse Mooket	WARD 09	0833311855	<i>[Signature]</i>
MAMLETSHI MOKANE	WARD 09	0730488111	<i>[Signature]</i>
Miemie Muthup. (Dialo)	WARD 09	0735062799	<i>[Signature]</i>
OBANKING MAFORA	WARD 14	0734381626	<i>[Signature]</i>
Samuel Shawa	WARD 16	0730992400	<i>[Signature]</i>
STANES KAPUTO	WARD 09	0735523467	<i>[Signature]</i>
LINA KERANEN	ACFO	074306412	<i>[Signature]</i>
<i>[Signature]</i>	Commis. 16	075 698 3587	<i>[Signature]</i>
LINA MOLEPE	WARD 12 Comm. 02	0792106337	<i>[Signature]</i>
IMKISO MOKESANTWA	WARD 09 CUC	071 870 15 21	<i>[Signature]</i>
Imaan Sayed Salimain	CUC 12	0703466510	<i>[Signature]</i>
George Maleswana	Ward 10	083757575	<i>[Signature]</i>



RAMOTSHERE MOILOA LOCAL MUNICIPALITY

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OFFICE OF THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE

COMMUNITY CONSULTATIVE MEETING OVER 2008/2009, 2009/2010, 2010/2011 AND 2015/2016
ANNUAL REPORTS

DATE: 23 JUNE 2017 2017

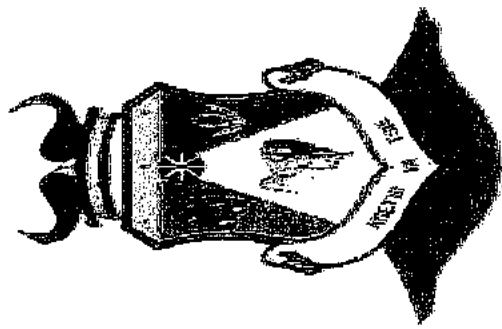
VENUE: DINOKANA HALL

TIME: 10H00

1096

NAME & SURNAME	DESIGNATION	CONTACTS	SIGNATURE
Lebogo Montsho	CoP CDU	072 710 9856	
Mpho Mkhubetsi	WARD 9	078 4888816	(10)
KGOMOTSE METHAPANE	WARD 9	073 6065996	

NAME & SURNAME	DESIGNATION	CONTACTS	SIGNATURE
Lamprey Moya	WARD 9	078 7720151	Lamprey
Marta Mokoalele	WARD 11	073 7776913	Marta Mokoalele
Maria Mokoalele	WARD 9	073 8831634	Maria
Gabriel Sene	WARD 9	0750202307	Gabriel
Mico Mlamini	WARD 10	063 038 1393	Mico
Masobela Boisa	WARD 10	073 6787550	Masobela
Suey Sany	WARD 10	071 9127739	Suey
Bonhelo Moya	WARD 9	073 8703553	Bonhelo
Dulin Moya	WARD 9	0786412836	Dulin Moya
Koikane P. Moya	WARD 9	079 107 2127	Koikane
Mona Mokoalele	WARD 9	060 40 11985	Mona
Mphahlele Moya	WARD 9	0765426640	Mphahlele
Mphahlele Moya	WARD 9	082261793	Mphahlele



ANNEXTURE 8

MINUTES OF MPAC MEETING WITH MANAGEMENT ON THE 16 AUGUST 2017



**RAMOTSHERE MOILOA LOCAL MUNICIPALITY
MUNICIPAL PUBLIC ACCOUNTS COMMITTEE**

**NOTICE IS HEREBY GIVEN THAT THE MUNICIPAL
PUBLIC ACCOUNTS COMMITTEE WILL BE HAVING AN ORDINARY
COMMITTEE MEETING ON THE 16th AUGUST 2017 AT THE COUNCIL
CHAMBERS AT 10H00 AM**

AGENDA

A. PROCEDURAL MATTERS:

SESSION 1

1. OPENING AND WELCOME
2. APPLICATION FOR LEAVE OF ABSENCE
3. PROPOSAL OF CONDOLENCES OR CONGRADULATION BY THE CHAIRPERSON
4. PROPOSAL OF CONDOLENCES OR CONGRADULATION BY THE MEMBERS
5. APPROVAL OF MINUTES FROM THE PREVIOUS MEETING
6. PROGRESS ON THE IMPLEMENTATION OF MPAC RESOLUTION REGISTER

B. REPORTS:

7. FINAL LED REPORT
8. INVESTIGATION REPORTS

SESSION 2

9. RESPONSES FROM MANAGEMENT

SESSION 3

10. DRAFT 2015/2016 OVERSIGHT REPORT

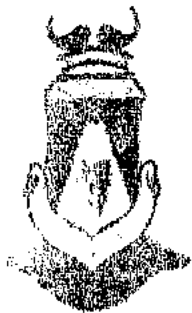
C. ANNOUNCEMENTS

D. CLOSURE

HON. CLERK K. I. MANTHOKO


MPAC CHAIRPERSON

DATE: 11/08/2017



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MPAC OFFICE

MINUTES OF THE MEETING OF MPAC

VENUE: COUCIL SUPPORT BOARDROOM

DATE: 16 AUGUST 2017

TIME: 10H00

1. OPENING AND WELCOME

- i. The meeting opened with a prayer by Mr Seleka
- ii. The chairperson welcomed all to the meeting

2. APPLICATION FOR LEAVE OF ABSENCE

- i) Cllr Moroeng, Cllr Venter and Cllr Thembo

NAME OF THE COUNCILLOR	DATE OF THE MEETING	DATE OF THE MEETING	DATE OF THE MEETING
	22 JUNE 2017	24 JULY 2017	16 AUGUST 2017
CLLR K.I MANTHOKO	PRESENT	PRESENT	PRESENT
CLLR N.T MOROENG	PRESENT	PRESENT	APOLOGY
CLLR T. MOREBANTWA	PRESENT	PRESENT	PRESENT
CLLR J.G PULE	PRESENT	APOLOGY	PRESENT
CLLR I.S.SULIMAN	PRESENT	PRESENT	PRESENT
CLLR S.S THEMBO	PRESENT	PRESENT	APOLOGY
CLLR K. VENTER	PRESENT	PRESENT	APOLOGY
CLLR P.J MOLEFE	PRESENT	PRESENT	PRESENT
CLLR S.F NGWEYE	PRESENT	ABSENT	PRESENT
CLLR R PHETWE	ABSENT	PRESENT	PRESENT

**3. PROPOSAL OF CONDOLENCES OR
CONGRADULATIONS BY THE CHAIRPERSON**

- i) None

**4. PROPOSAL OF CONDOLENCES OR CONGRADULATIONS BY
THE MEMBERS**

- i) None

5. MINUTES OF THE PREVIOUS MEETING

- i) Members approved the minutes

6. MPAC RESOLUTION REGISTER

- i) The committee noted the report

7. FINAL LED REPORT

The committee resolved as follows:

- i) That the report be adopted with additional inputs by members

8. INVESTIGATIONS REPORT

- i) The committee noted the report

9. RESPONSE FROM MANAGEMNET

The committee resolved as follows:

- i) That the report be approved
- ii) That the Acting Municipal Manager furnish the committee with additional responses on issues that were highlighted during the presentation by the end of business of 17/08/2017

10. 2015/2016 DRAFT OVERSIGHT REPORT

The committee resolved as follows:

- iii) That the report be approved

11. CLOSURE

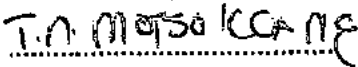
- i) The meeting adjourned at 14h20

CLLR K.I. MANTHOKO



MPAC CHAIRPERSON

TEBOGO MOTSOKOANE



MPAC ADMINISTRATOR



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OFFICE OF THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE

ATTANDANCE REGISTER FOR MPAC MEETING WITH MANAGEMENT

DATE: 16 AUGUST 2017

TIME: 12H00

NAME & SURNAME	DESIGNATION	CONTACTS	SIGNATURE
1. CLLR K.I MANTHOKO	MPAC CHAIRPERSON	073 403 5273	
2. CLLR T.J MOREBANTWA	MPAC MEMBER	071 890 5133	
3. CLLR N.T MOROENG	MPAC MEMBER	073 364 6341	
4. CLLR I. SULIMAN	MPAC MEMBER	072 548 8810	
5. CLLR J.G PULE	MPAC MEMBER	073 360 0149	
6. CLLR K. VENTER	MPAC MEMBER	073 2003 309	
7. CLLR S.S THEMBO	MPAC MEMBER	073 420 8381	

8. CLLR P.J. MOLEFE	MPAC MEMBER	079 210 6337	
9. CLLR R.S. PHETWE	MPAC MEMBER	083 863 0084	
10. CLLR S. NGWEYE	MPAC MEMBER	063 0391 233	
11. TEBOGO MOTSOKOANE	MPAC ADMINISTRATOR	078 714 4639	T.M. MOTSOKOANE
12. PATRICK MOTHUSI	MPAC RESEARCHER	073 252 5770	
13. KETUMILE SESWANE	MPAC UNIT MANAGER	076 427 9399	
15. DAVID SELEKA	SUPPORT STAFF	073 705 4236	
M.E. MANGISO	Corporate Services	073 321 1110	
M.T. MATHUDU	AMM	082 317 5329	
S.A. ADGOS	UM: Facility	082 644 5440	
C.K. BOGATSWA	UM: SIM	083 504 7412	
C.M.E. LENCOE	UM: Revenue	082 482 0177	
Tiro Seleka	Div. Comm. Serv	073 229 3397	
Olegoeng Casenlatwane	Acting Dir. Admin. Plan. & Dev.	076 622 7735	
THAPelo MEBEFE	UNIV MANAGERS: L.B.	083 947 8822	
(Donald Mathobane)	Manager Adm. Serv	073 657 4231	

Handwritten notes and signatures on the right side of the page, including a large '3' and other illegible marks.