

JOE MOROLONG LOCAL MUNICIPALITY



JOE MOROLONG
LOCAL MUNICIPALITY

ANNUAL REPORT 2012/13

VOLUME 1

TABLE OF CONTENTS

	Page No
CHAPTER 1	
VISION	5
MISSION	5
MUNICIPAL MAYOR'S FOREWORD	6
MUNICIPAL MANAGER'S SUMMARY	8
MUNICIPAL FUNCTIONS, POPULATION AND ENVIRONMENTAL OVERVIEW	9
DEMOGRAPHICS	10
SERVICE DELIVERY OVERVIEW	14
FINANCE OVERVIEW	16
ORGANIZATIONAL DEVELOPMENT OVERVIEW	18
AUDITOR-GENERAL'S REPORT	23
STATUTORY ANNUAL REPORT PROCESS	24

CHAPTER 2

GOVERNANCE	
Political Governance	25
Audit Committee	27
Municipal Public Accounts Committee	29
Political Structure	31
Council, Executive Committees and Council Committees	32
Political Decision Making	41
ADMINISTRATION	
Top Administration Structure	101

Intergovernmental Relations	102
Public Accountability	103
Integrated Development Planning Participation and Alignment	103
Ward Administration	105
Corporate Governance	108

CHAPTER 3

SERVICE DELIVERY PERFORMANCE

Performance Report

Basic Services	117
Planning and Development Services	133
Community Services	154
Corporate Services	161
Financial Services	167

CHAPTER 4

ORGANIZATIONAL DEVELOPMENT PERFORMANCE

Staff Establishment	175
Employee, Totals Turnover and Vacancies	176
Managing Municipal Workforce	179
Injuries, Sickness and Suspensions	181
Capacitating the Workforce	183
Managing Workforce Expenditure	187

CHAPTER 5

FINANCIALS

Financial Summary	189
Grants	190
Repairs and Maintenance Expenditure	191
Liquidity Ratio	192
Cost Coverage	193
Total Outstanding Debtors	194
Creditor System Efficiency	195
Debts Coverage	196
Capital charges to Operating Expenditure	197
EMPLOYEE COST	198
Repair and Maintenance	199

CHAPTER 6

Auditor-General Audit findings	200
--------------------------------	-----

VISION

A healthy and prosperous local community with equal access to basic services and sustainable development opportunities

MISSION

We commit ourselves to develop communities in a sustainable and democratic manner, within the scope of affordability, with reference to:

- Participation in all decisions affecting their lives
- Basic service delivery by the municipality
- Socio-economic development opportunities within a safe and healthy environment

MUNICIPAL MAYOR'S FOREWORD

My Fellow Citizen

It is a great honor for me to be presenting today the Annual report of Joe Morolong Local Municipality. I am presenting the annual report to give you an overview of what our Municipality has achieved during the past financial year (2012/13). Our Municipality takes great pride in the progress that have been made in bringing basic services to our people since the inception of the democratic and unification of our country in 1994. We believe that this progress will be evident from the statistics included in this Report.



Our Municipality faces several challenges in our efforts to improve the lives of our citizens. In this regard, I want to draw specific attention to the following:

- ❑ The rural nature of the Municipality, characterized by vast distances and a lack of resources to adequately sponsor public transportation infrastructure.
- ❑ The need to prioritize the most fundamental and pressing needs of the community that are faced with major survival challenges, including access to clean, potable water within reasonable distances from homes, acceptable standards of sanitation facilities, and shelter.
- ❑ The need to promote the interest of special interest groups, such as women, the youth and persons with disabilities.
- ❑ The need to fast-track the growth of the local economy, and, simultaneously, create employment opportunities.
- ❑ The need to transform the Municipal Administration into an efficient vehicle for delivery.

However, we are also proud of our successes that we have achieved in spite of our resource constraints, including:

- ❑ The filling of senior management positions.
- ❑ The establishment of a Performance Management System for the Municipality to evaluate the performance of both the Municipality, as well as individual employees on a regular basis.
- ❑ The incorporation of the former District Management Area (DMA) into the boundaries and jurisdiction of our Municipality.
- ❑ Our outreach programmes to involve our communities in decision that affect their lives.
- ❑ Our successes in supporting our communities in developing the local economy.
- ❑ The expansion of access to basic services, such as water and sanitation, to more villages and a larger proportion of our communities.

The priority issues identified by the Joe Morolong Local Municipality are based on the Council and community's assessment of the most pressing challenges and demands facing the Municipality. The approach followed with the compilation of the IDP was based on an analysis of these issues, aligned with an analysis of the institutional capacity of the Municipality to address the major challenges facing it. In this regard an attempt was made by the Municipality to match its performance targets with its institutional and resource capacity.

Municipal Manager's overview

Joe Morolong is characterized by a high density rural population, which is poorly served and poorly connected to the main stream of economic activities. There is a high level of unemployment with a dependency on subsistence agriculture, the public sector, seasonal workers and employment in the mining sector. With Kgalagadi district (now John Taolo Gaetsewe) being identified as a Rural Development Node by the President (and therefore forms part of the Integrated Sustainable Rural Development Programme), Joe Morolong is the focal area of the Node.

The composition of the population of the Joe Morolong municipal area has implications in a variety of areas. The first is the obvious need for the Municipality to respond to service delivery in terms of Government's policy framework for the upliftment of previously disadvantaged communities. In this regard, target groups would include women, black members of the community, the youth and persons with disabilities. The second implications of the composition of the population are in terms of the composition of the staff establishment of the Municipality.

All the employees of the Municipality are presently black, with the main challenge in terms of employment equity to ensure increased access to employment opportunities to persons with disabilities and women. However, the skill shortage in the population area makes the achievement of these targets difficult.

The Municipality addresses the demands of its population dynamics in terms of its Special Programmes initiatives, which deal with the promotion of the interests of targeted groups, such as youth development, women development and programmes

aimed at promoting the interests of persons with disabilities.

MUNICIPAL FUNCTIONS, POPULATION AND ENVIRONMENTAL OVERVIEW

Key performance Areas (KPA's)

- Municipal transformation and institutional transformation
- Local Economic Development (LED)
- Basic Service Delivery
- Financial viability and financial management
- Good governance and community participation

Powers and Functions of the Municipality

The mandate of the municipality as contained in section 152 of the Constitution is:

- To provide democratic and accountable government for local communities
- To ensure the provision of services to communities in a sustainable manner
- To promote social and economic development
- To promote a safe and healthy environment
- To encourage the involvement of communities and community organizations in matters of local government

Functions that we perform as a Municipality

- Cemeteries
- Municipal Planning
- Local Tourism and LED
- Sanitation
- Local Sports facilities
- Municipal roads
- Public spaces

- Street lighting
- Water reticulation
- Operation and maintenance of water
- Environmental awareness campaigns
- Fire fighting

DEMOGRAPHICS

Joe Morolong population, 2001 - 2011

Population group	2001	2011
Black	95 584	86 341
Coloured	1 183	1 754
Indian/Asian	19	237
White	1 160	1 045
TOTAL	97 946	89 377

(Census Report: 2011)

The incorporation of Vanzylsrus and Hotazel has increased the geographical area of the municipality. Census 2011 shows that the population has decreased as a result of people migrating to Gasegonyana and Gamagara, being closer to business centre.

The rural nature of the Joe Morolong municipal area has implications in a variety of areas and concerns. The *first* is the obvious need for the Municipality to respond to service delivery in terms of Government's policy framework for the upliftment of previously disadvantaged communities.

In this regard, target groups would include blacks, with women, youth and persons with disabilities as target groups. The *second* implications of the composition of the population are in terms of the staff establishment. The *third* one is lack of economic opportunities in the municipal area, and the *fourth* and last implication is the vastness of the area.

HOUSEHOLDS

The total number of households in the Municipality is **23 707**

Households

HOUSEHOLDS	NUMBER OF HOUSEHOLDS	%
Female headed	12 016	50.7%
Male headed	11 447	48,3%
Child headed	244	1,0%
TOTAL	23 707	100%

(Source: Census 2011)

HUMAN CAPACITY DEVELOPMENT

Education level

EDUCATION LEVEL	NUMBER
No schooling	10 204
Some primary school	11 887
Completed primary school	2 324
Some Secondary school	12 384
Grade 12	5 986
Higher education	1 823

(Source: Census 2011)

KEY ECONOMIC DRIVERS IN THE MUNICIPALITY

Mining and Agriculture are the largest contributing factors in terms of the economy in the Municipality.

Employment: Industry

Sector	Number of jobs created
Agriculture related work	720
Manufacturing	144
Mining , Quarrying	471
Electricity, gas, water	116
Construction	283
Wholesale, Retail	432
Transport	122
Business services	100

Community services	1 693
Undetermined	87 171

(Source: Municipal Demarcations Board)

EMPLOYMENT

Employment statistics

Category					
Employed	Unemployed	Discouraged work seeker	Other not economically active	Not applicable	Total
7 828	4 912	6 200	29 569	41 022	89 530

(Source: Census 2011)

Challenges facing our municipality

- High unemployment rate
- High illiteracy amongst the community
- Shortage of tarred roads
- Lack of proper public transport
- Inability to generate sufficient revenue
- High number of indigents

Opportunities

- Thriving mining industry which contributes into the GDP of the country
- Growing agricultural sector
- Growing tourism industry

SERVICE DELIVERY OVERVIEW

We are obliged as a municipality to provide quality services to the communities within our municipal jurisdiction. As local municipality we are committed to making the lives of our citizenry better.

We have been able to provide services to the people as per our mandate. Our indigents have been receiving their free basic water and electricity without any hindrance. The collection of refuse in Hotazel and Vanzylsrus has been improved and we are collecting waste twice on a weekly basis.

Improvement in our tracing of debtors has impacted positively on our ability to collect revenue and it has increasing our collection rate.

Establishment of youth forums has assisted the municipality to interact with young people, both out of school, unemployed, employed and those in business as it is a structure that deals with challenges facing young people in our locality.

Functionality of ward committees has assisted the municipality to foster a close relationship with the community and community organizations and in identifying service delivery challenges and attending to them speedily.

Achievements

- We have established 14 ward committees of the 15 wards and they are functional
- Youth forums were established
- Held a Youth Summit
- Construction of Sports facilities was completed
- Adopted LED strategy
- Training of SMMEs
- Creating of 652 job opportunities created though we had planned for 300
- Upgrading of the water schemes at Mokala-wa-noga, Kleinneira, Vanzylsrus and Tlapeng was completed
- 90%o of the roads were maintained
- Spend 100% of the MIG budget

Challenges

- Municipal inability to complete infrastructure project on time
- Sporadically protests

FINANCIAL OVERVIEW

According to the financial year end performance result, the municipality strives to improve its financial position through efficiency and sound financial practices in order to deliver on its constitutional and developmental mandate. This has been a challenge due to lack of financial staff in the department. There will be improvement in terms of effective and efficient management of financial affairs of the municipality as the staff compliment in finance has been increased with skilled officials.

Municipality showed an improvement in terms of submitting Annual Financial Statement to the Office of Auditor General on due date as per MFMA sec 126. This is a practice the municipality intends to continue doing for the coming years.

The municipality, being a rural and having a high level of unemployment, it is faced with a challenge of generating revenue. Despite the challenges faced in terms of revenue streams and ability to spend according to service delivery and budget implementation plan, the municipality manages to maintain focus on key service delivery areas in spending on infrastructure projects to deliver basic services to the community.

The implementation of infrastructure and other related projects in the current financial year reflects fairly good as most of the projects have been completed timeously with the exception of a few projects to be completed early in the new financial year.

Spending on grants and receipts has increased significantly compared to the previous financial year. The municipality is committed to spend all its allocations according to the conditions as set out in the DoRA.

Financial Overview- 2012/13			R'000
Details	Original Budget	Adjusted Budget	Actual
Income			
Taxes and service charges	22 772	23 360	24 009
Grants	133 183	163 713	198 583
Other revenue	1 441	1 921	6 763
Total Revenue	157 396	188 993	229 356
Less: Expenditure			
	152 836	209 080	267 575
Net total- surplus/(deficit)	4 561	(20 087)	(38 219)

Council's performance in terms of the budget has been a challenge due to the municipality being a semi-arid area. Water shortage to most villages compelled the municipality to overspend on water provision services.

Operating Ratios

Details	%
Employee cost	22%
Finance Charges & Depreciation	16%
Repairs & Maintenance	5%

The municipality is still below the norm of 35% in terms of the employee costs. It is anticipated that it will increase in the new financial year due to the municipality's action of recruiting and appointing high skilled and dedicated personnel to address the challenge of scarce skills.

ORGANISATIONAL DEVELOPMENT OVERVIEW

Organisational Structure

The structure of the municipality was reviewed during this financial year and adopted by Council. During the review of the structure all relevant stake holders were involved and no challenges were experienced. During the review process, a need was identified for the creation of addition positions. This was basically as a result of an extended mandate of achieving services delivery mandate.

The Council of Joe Morolong adopted the placement policy and resolved to displace all employees excluding Municipal Manager and Section 56/57 employees and started the process of placement. The placement committee was established to deal with placement of staff. All employees were consulted before the report was tabled before the council meeting. The Municipality also embarked on a job evaluation process which entailed the evaluation of each position on the organogram. All evaluated position had new job descriptions developed; all officials were consulted and fully participated on the process.

The Job evaluation process was subsequently linked to the task grading system which will culminate in all positions on the organogram being converted into task, a significant move from the level

Regarding employee turnover, it is important to mention that only two employees resigned and five employees retired.

In order to accelerate the rate at which we are able to provide services, critical posts were identified and subsequently filled.

Training: The amount of R 302 293, 12 for 28 employees including Councilors was spent on training. The work skill plan which is the training implementation plan for the organization is a compliance requirement, monitored by the Department of Labor and the local Government SETA. Both the workplace skill plan and Employment Equity report were submitted on due date.

During the year under review, the municipality had no financial misconduct cases to deal with Schedule 2 (Code of conduct for Municipal officials) Section 4 (2) of the Local Government: Municipal Systems Act, 32 of 2000.

All the Heads of Departments signed Performance agreements as per the Local Government Municipal Systems Act, (Act 32 of 2000).

There are 141 employees in the Municipality. The total number of posts as per the approved structure is 227 and there are 86 vacancies.

Staff establishment as at 30 June 2013

Department	Incumbents	Vacancies	Total
Corporate services Department	28	4	32
Municipal Manager (Mayor, Speaker and MM)	14	6	20
Community Services	19	17	36
Technical Services Department	55	37	92
Finance Department	19	19	38
Planning and development Department	6	3	9
TOTAL	141	86	227

Filling of vacant posts

The following positions were filled during the current financial year

- ❖ Director: Community Services
- ❖ Director: Planning and Development
- ❖ Director: Technical Services
- ❖ Director Corporate Services
- ❖ Chief Financial Officer
- ❖ Manager: Income
- ❖ Manager: IDP/PMS
- ❖ Manager: Legal and Compliance
- ❖ Manager: Water and Sanitation
- ❖ Communications Officer

ADMINISTRATION ORGANOGRAM

No of Employees :
09

DETAILED EXECUTIVE STRUCTURE FOR JOE MOROLONG LOCAL MUNICIPALITY

JOE MOROLONG COUNCIL

MAYOR
Vacant

MUNICIPAL MANAGER(MM)
T.M Bloom

COMPLIANCE &
LEGAL OFFICER(T12)
(E Khokhong)

PA TO THE
MUNICIPAL MANAGER(T8)
(Vacant)

MANAGER: SPECIAL
PROGRAMMES (T12)
(Vacant)

DIRECTOR:
CORPORATE SERVICES
T.J Gopetse

CHIEF FINANCIAL
OFFICER
B.D Motlhaping

DIRECTOR:
PLANNING AND DEVELOPMENT
K.V Phiri

DIRECTOR:
TECHNICAL SERVICES
(T Tlhaole)

DIRECTOR:
COMMUNITY SERVICES
K.J Mabudi

POLICIES ADOPTED BY COUNCIL

Policies adopted by Council in 2012/2013

NAME OF POLICY	DEPARTMENT
Tariff policy	Finance
Fruitless and wasteful policy	
Cash shortage policy	
Policy on renting of municipal office, space and property by outsiders	
Property rates Policy	
Banking and investment policy	
Budget policy	
Credit control and debt collection policy	
Indigent policy	
Fixed assets policy	
Risk management	
Supply Chain Management policy	
Personnel procurement policy (Reviewed)	
Placement policy	
Voluntarism and internship policy	
Car essential scheme (Reviewed)	

POLICES ADOPTED BY COUNCIL TO BE BY-LAWS

Policies adopted by Council to be by-laws

By-law	Department
By- law for Water	Technical Services
By-law for Environment	Community Services
By-law for Cemeteries	
By-law for Building Control	
By-law for Tariffs	Finance Services
By-law for Debt Collection	

INJURIES ON DUTY AND SUSPENSIONS

There were no injuries on duty in the year under review. There were no suspensions.

SKILLS DEVELOPMENT AND TRAINING

Training

Course name	Service provider	Total trained (officials)	Total trained (Councillors)
Municipal Finance Management Programme	Deloitte and Touche	4	
	Triads Management Services	5	
	DBSA	2	
Local Government Management	Belgravia Institute of Management		3
Health and Safety		12	
License examiner	Lengau Traffic College	2	

Total		25	3
Overall total		28	

AUDITOR-GENERAL'S REPORT

In terms of section 126(1) of the MFMA the accounting officer of a municipality must prepare the annual financial statements within two after the end of the financial year and submit to the office of the Auditor General for auditing purposes.

The Auditor General must audit the financial statements and submit an audit report on those statements to the accounting officer within three months of receipt of the statements. The district municipality's financial statements has been submitted by 31 August 2012 to the office of the Auditor General and the final audit report has been received by the accounting officer on 30 November 2012 as required in terms of the above mentioned legislation.

The audit has been conducted in accordance with the Public Audit Act of South Africa, 2004 (Act No. 25 of 2004) general notice issued and the International Standards on Auditing. The standards require the auditor to comply with ethical requirements, plan and perform the audit to obtain reasonable assurance about whether the district municipality's financial statements are free from material misstatement.

The municipality did not improve on the previous year's audit outcome by disclaimer audit opinion.

STATUTORY ANNUAL REPORT PROCESS

No.	ACTIVITY	TIME-FRAME
1	Consideration of the next financial year's budget and IDP process plan. Except for the legislative content, the process plan should confirm in-year reporting formats to ensure that reporting and monitoring feeds seamlessly into the Annual Report process at the end of the Budget/IDP implementation period	July
2	Implementation and monitoring of approved Budget and IDP commences (In-year financial reporting)	
3	Finalize the 4 th quarter report for the previous financial year	
4	Submit draft year 1 Annual Report to Internal Audit and Auditor-General	
5	Municipal entities submit draft annual reports to MM	
6	Audit/performance committee considers draft Annual Report of municipality and entities (where relevant)	August
7	Mayor table unaudited Annual Report	
8	Municipality submits draft Annual Report including consolidate annual financial statements and performance report to Auditor-General	
9	Annual Performance Report as submitted to the Auditor-General to be provided as input to the IDP Analysis Phase	September – October
10	Auditor-General assess the draft Annual Report including consolidated Annual Financial Statements and Performance data	
11	Municipalities receive and start to address the Auditor-General's comments	November
12	Mayor tables Annual Report and audited Financial Statements to Council complete with the Auditor-General's report	
13	Audited Annual Report is made public and representation is invited	

14	Oversight committee assess the Annual Report	
15	Council adopts oversight report	December
16	Oversight report is made public	
17	Oversight report is submitted to relevant Councils	
18	Commencement of draft Budget/IDP finalization for the next financial year. Annual Report and Oversight Report to be used as input	January

The annual report is intended to inform Council and the community about how we have performed as municipality financially and in achieving our targets as clearly set out in our IDP and SDBIP.

This report will also highlight our achievement, challenges and areas that needs improvement.

Our successes are real and measurable and the fact that we were able to complete some of our infrastructure project is a pride to us, as it contributes not only to service delivery but as a stimulant for an increase in the economic activities.

IDP remains a critical tool that we utilize to plan for our short, medium and long term objectives. This annual report will highlight our improvement in performance and financial management. It will also reflect the changes in the growth of the municipality due to the variations in our demographics brought about by the incorporation of Holtazel and Vanzylsrus from the John Taolo District Municipality.

The municipality improved in the areas of been within the time lines as specified in the above template.

This template has been implemented fully during the year under review and the timeframes adhered to.

CHAPTER 2

GOVERNANCE

POLITICAL GOVERNANCE

The Joe Morolong Local Municipality Council is the highest decision making organ and it governs the Municipality. Council is responsible for developing policies and plays an oversight role over the implementation of those policies.

The governance system of Joe Morolong Local Municipality is a mayoral system that has section 80 committees (HR and administration, Infrastructure, Planning and Development, Finance and IDP, Community Services, MPAC and Audit Committee which is a shared service with the John Taolo District Municipality).

The Mayor head municipality and fulfils this task by working together with the councilors. The Mayoral committee is functional and it ensures that there is integration of the work of Council between portfolio committee and respective departments.

The Municipal Council comprises of the governing and decision making body of the Municipality whilst the municipal officials focus on the implementation of the Council resolutions. Council determines the direction of the Municipality by setting the course through the development of IDP and allocation of resources. Council develops policies and the responsibility of the municipal staff is to ensure that those policies are implemented.

Sadly our Mayor Councillor KE Molete passed away in March 2013, may her soul rest in peace. In terms of section 48 (1) of the Municipal Structure Act, (Act 117 of 1998) states that “A Municipal Council must elect a member of its executive committee as the Mayor of the Municipality”. A member of the executive committee was elected.

Section 48 (2) of the MSA states that “the election of the Mayor and deputy mayor takes place when the executive committee is elected or when it is necessary to fill a vacancy”.

It is on this basis that Council elected Councillor BM Mbolekwa as the acting mayor to fill in the vacancy left by the untimely passing away of Councillor Molete.

AUDIT COMMITTEE

Committee composition

The Audit and Performance Committee is established in accordance with the prescripts of the MFMA no.56 of 2003, section 166.

Our audit committee is a shared service/function with all municipalities in the John Taolo Gaetsewe District. The Committee is comprised of five (5) independent members as at June 2012, members are neither in the employ of the municipality and no members are political office bearers.

Names and qualifications of members

NO.	NAMES	DESIGNATION	QUALIFICATION(S)
1	Mr I.A Kekesi	Chairperson	B.Sc (Ed) B.Ed M.Ed
2	Mrs MM Motlhabane	Member	LLB University Diploma in Education LLM
3	Mr. AL Kimmie	Member	B. compt. MBA
4	Mr. SAB Ngobeni	Member	B.Compt MBA P.h.d (1 st year) (Corporate Gov.)
5	Ms. L Dlamini	Member	B.Compt
6	Ms C Van Wyk	Secretary	

The secretary of the committee Ms. Van Wyk is not an elected member of the committee, she just provides administration support to them.

Number of meetings held and attendance

MEMBER	NO. OF SCHEDULED MEETINGS	NO. OF MEETINGS ATTENDED
Mr I.A Kekesi	11	11
Mrs MM Motlhabane	11	9
Mr. AL Kimmie	11	8
Mr. SAB Ngobeni	11	3
Ms. L Dlamini	11	2

Primary functions of the audit committee include:

- Monitoring the integrity of Council financial statements
- Reviewing the effectiveness of Council's internal control and risk management
- Overseeing the relationship between management and the municipality's external auditors
- The Committee will make recommendation to management via Council, resulting from activities carried out by the Committee in terms of the reference
- The compilation of reports to Council, at least twice during a financial year
- To review the quarterly reports submitted to it by the Internal Audit
- Evaluate the activities of the Internal Audit function in terms of their role as prescribed by legislation
- Review audit results and actions plans implemented by management; and
- Making recommendations to Council and also carrying out its responsibility to implement the recommendations

Municipal Public Accounts Committee (MPAC)

MPAC was established in terms of section 79 of the Municipal Structures Act, 117 of 1998 by Council on the 04th May 2012. (Resolution. No.: 68/2012).

The committee is composed as follows

NAME	DESIGNATION
Cllr Sephekolo G.M.	Chairperson
Cllr Mosiapoe K.J.	PR Councilor
Cllr Nhlapo M.M.	PR Councilor
Cllr Molawa M.E.	Ward Councilor
Cllr Moagi O	Ward Councilor
Cllr Kgopodithata O.H	Ward Councilor
Cllr Mokweni N.	Ward Councilor
Cllr Matshidiso S.	Ward Councilor

MPAC did consider the contents of the 2011/2012 Annual report and along with the Audit and Performance Committee submitted a report to Council in March 2012.

Number of meetings and attendance: MPAC

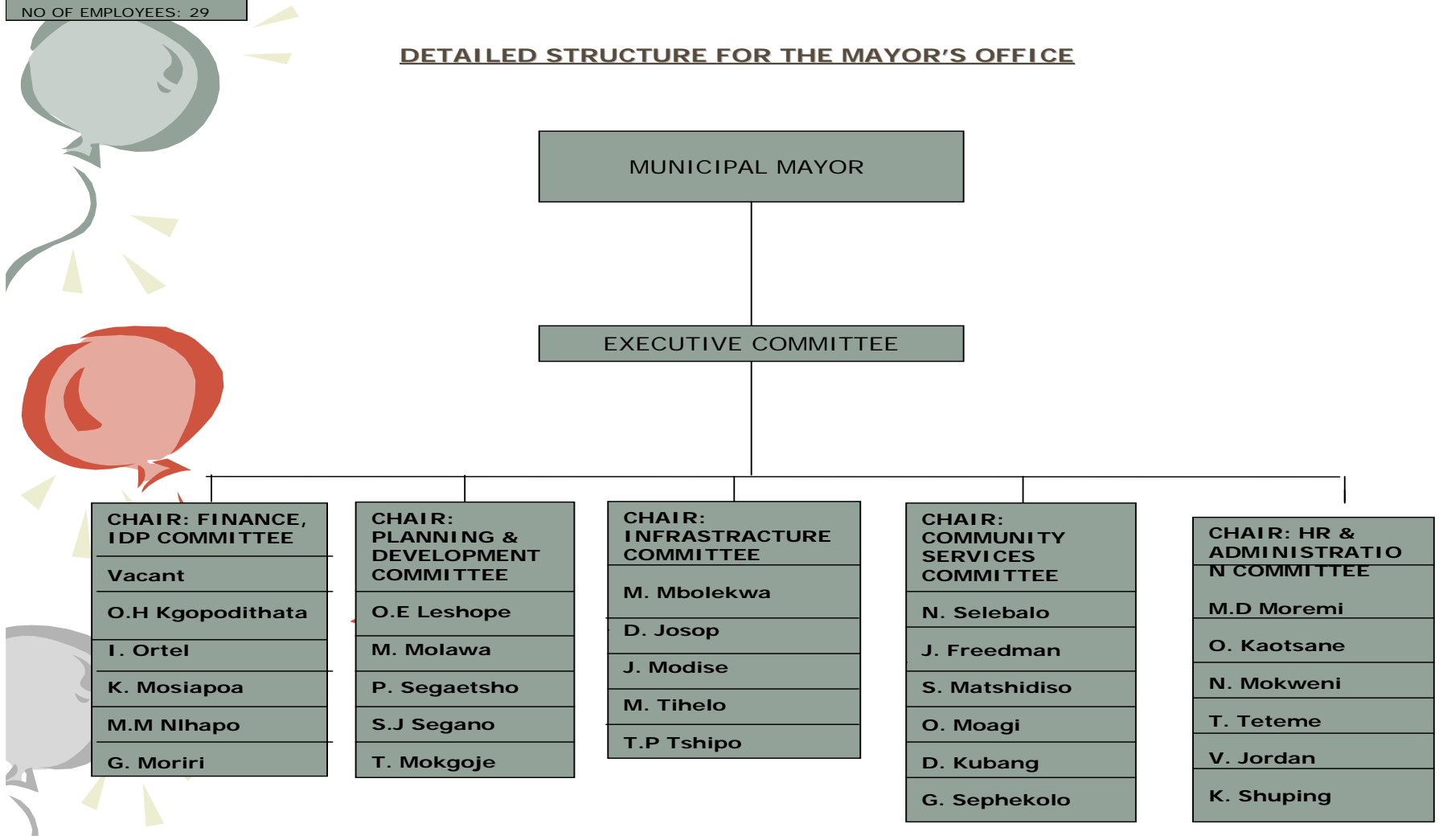
NO.	NAME	NO. OF SCHEDULED MEETING	NO. OF MEETINGS ATTENDED
1	Cllr Sephekolo	4	4
2	Cllr Mosiapoe	4	4
3	Cllr Nhlapo	4	4
4	Cllr Molawa	4	2
5	Cllr Moagi	4	2
6	Cllr Kgopodithata	4	2

7	Cllr Mokweni	4	2
8	Cllr Matshidiso	4	3

POLITICAL STRUCTURE AND COMMITTEE ALLOCATIONS

NO OF EMPLOYEES: 29

DETAILED STRUCTURE FOR THE MAYOR'S OFFICE



COUNCIL, EXECUTIVE COMMITTEE AND COUNCIL COMMITTEES

EXECUTIVE COMMITTEE MEMBERS



Cllr M. Mbolekwa

Cllr M. Pitso

Acting Mayor

Municipal Speaker



Cllr D. Moremi

Cllr E. Leshope

Cllr N. Selebalo

Cllr M. Mbolekwa

Chairperson: HR
and Admin

Chair: Planning /
Development

Chair: Community
Services

Chair: Infrastructure

Governance structure of Joe Morolong Local Municipality

STRUCTURE	RESPONSIBLE FOR	OVERSIGHT	ACCOUNTABLE TO
Council	Approve policies	Mayor, Portfolio	Community
	Adopt IDP	committee and Audit	
	Adopt the Budget	committee	

Mayor	Policies, and Budget outcomes	Municipal Manager	Council
	Oversight over the Municipal Manager		
Municipal Manager	Overall administration	The Municipal administration	To Council through the Mayor
CFO and other senior management	Administration of departments	Financial management and operational functions	Municipal Manager

The Joe Morolong Council is constituted of 29 Councillors, 15 ward councilors and 14 proportional representation. The parties in Council are illustrated below.

Political parties in Council

POLITICAL PARTY	TOTAL SEATS	WARD SEATS	PR SEATS
ANC	23	15	8
COPE	3	-	3
DA	1	-	1
UCDP	2	-	2
TOTAL	29	15	14

PORTFOLIO COMMITTEES

NAME OF COMMITTEE	CHAIRPERSON
Finance and IDP	Vacant
Planning and Development	Cllr OE Leshope
Infrastructure	Cllr MB Mbolekwa
Community Services	Cllr N Selebalo
HR and administration	Cllr MD Moremi

Number of meetings during the financial year

TYPE OF MEETING	NO. OF SCHEDULED METINGS	NO. OF MEETINGS THAT REACHED QOURUM
Council	4	4
Exco	4	4
Special Council	7	7

Number of meetings per portfolio committee

NAME OF COMMITTEE	NO. OF SCHEDULED MEETINGS	NO. OF MEETINGS THAT REACHED A QUORUM
Human Resources and administration	4	4
Infrastructure	4	4
Planning and Development	4	4
Finance and IDP	4	4
Community Services	4	4
MPAC	4	2

Full list of councilors

NO.	NAME	WARD/PR	EXCO
1	Cllr KE Molete	PR	Yes
2	Cllr BM Mbolekwa	PR	Yes
3	Cllr MD Moremi	PR	Yes
4	Cll N Selebalo	PR	Yes
5	Cllr OE Leshope	PR	Yes
6	Cllr M.Pitso	PR	Speaker

7	Cllr G.M. Sephekolo	Ward Councilor	
8	Cllr S. Matshidiso	Ward Councilor	
9	Cllr V. Jordan	PR	
10	Cllr M. Tihelo	PR	
11	Cllr T. Tshipo	PR	
12	Cllr J. Segano	PR	
13	Cllr J. Freedman	PR	
14	Cllr O. Kaotsane	Ward Councilor	
15	Cllr I.S. Ortel	Ward Councilor	
16	Cllr D. Kubang	Ward Councilor	
17	Cllr P. Segaetsho	Ward Councilor	
18	Cllr K.J. Mosiapoe	PR	
19	Cllr O.H. Kgopodithata	Ward Councilor	
20	Cllr M.M. Nhlapo	PR	
21	Cllr G.G.Moriri	Ward Councilor	
22	Cllr O. Moagi	Ward Councilor	
23	Cllr K. Ditshetelo	PR	
24	Cllr K. Shuping	Ward Councilor	
25	Cllr E.M. Molawa	Ward Councilor	
26	Cllr J.Modise	Ward Councilor	
27	Cllr N. Mokweni	Ward Councilor	
28	Cllr T. Mokgoje	PR	
29	Cllr T. Teteme	Ward Councilor	

**ATTENDANCE TO MEETINGS
EXECUTVE COMMITTEE**

NO.	NAME	NO. OF SCHEDULED MEETING	NO. OF MEETINGS ATTENDED
1	Cllr KE Molete	4	1
2	Cllr BM Mbolekwa	4	4
3	Cllr MD Moremi	4	4
4	Cllr N Selebalo	4	3
5	Cllr OE Leshope	4	4

ATTENDANCE TO SPECIAL COUNCIL MEETINGS

NO.	NAME	NO. OF MEETINGS	NO. OF MEETINGS ATTENDED
1	Cllr KE Molete	7	1
2	Cllr BM Mbolekwa	7	7
3	Cllr MD Moremi	7	7
4	Cll N Selebalo	7	6
5	Cllr OE Leshope	7	6
6	Cllr M.Pitso	7	7
7	Cllr G.M. Sephekolo	7	7
8	Cllr S. Matshidiso	7	7
9	Cllr V. Jordan	7	7
10	Cllr M. Tihelo	7	5
11	Cllr T. Tshipo	7	5

12	Cllr J. Segano	7	5
13	Cllr J. Freedman	7	7
14	Cllr O. Kaotsane	7	5
15	Cllr I.S. Ortel	7	6
16	Cllr D. Kubang	7	7
17	Cllr P. Segaetsho	7	7
18	Cllr K.J. Mosiapoe	7	7
19	Cllr O.H. Kgotodithata	7	7
20	Cllr M.M. Nhlapo	7	5
21	Cllr G.G.Moriri	7	7
22	Cllr O. Moagi	7	7
23	Cllr K. Ditshetelo	7	4
24	Cllr K. Shuping	7	6
25	Cllr E.M. Molawa	7	7
26	Cllr J.Modise	7	7
27	Cllr N. Mokweni	7	4
28	Cllr T. Mokgoje	7	5
29	Cllr T. Teteme	7	7

ATTENDANCE TO COUNCIL MEETINGS

NO.	NAME	NO. OF SCHEDULED MEETINGS	NO. OF MEETINGS ATTENDED
1	Cllr KE Molete	4	1
2	Cllr BM Mbolekwa	4	4
3	Cllr MD Moremi	4	4
4	Cll N Selebalo	4	3
5	Cllr OE Leshope	4	3
6	Cllr M.Pitso	4	4
7	Cllr G.M. Sephekolo	4	4
8	Cllr S. Matshidiso	4	4
9	Cllr V. Jordan	4	4
10	Cllr M. Tihelo	4	3
11	Cllr T. Tshipo	4	3
12	Cllr J. Segano	4	3
13	Cllr J. Freedman	4	2
14	Cllr O. Kaotsane	4	3
15	Cllr I.S. Ortel	4	3
16	Cllr D. Kubang	4	4
17	Cllr P. Segaletsho	4	4
18	Cllr K.J. Mosiapoe	4	4
19	Cllr O.H. Kgotodithata	4	4
20	Cllr M.M. Nhlapo	4	3
21	Cllr G.G.Moriri	4	4

22	Cllr O. Moagi	4	4
23	Cllr K. Ditshetelo	4	2
24	Cllr K. Shuping	4	3
25	Cllr E.M. Molawa	4	4
26	Cllr J.Modise	4	4
27	Cllr N. Mokweni	4	3
28	Cllr T. Mokgoje	4	3
29	Cllr T. Teteme	4	4

ATTENDACE TO PORTFOLIO COMMITTEE MEETINGS

HUMAN RESOURCES AND ADMINISTRATION

NO.	NAME	NO. OF SCHEDULED MEETING	NO. OF MEETINGS ATTENDED
1	Cllr MD Moremi	4	4
2	Cllr O. Kaotsane	4	3
3	Cllr V. Jordan	4	4
4	Cllr N.Mokweni	4	3
5	Cllr K. Shuping	4	4
6	Cllr T. Teteme	4	4

INFRASTRUCTURE

NO.	NAME	NO. OF SCHEDULED MEETING	NO. OF MEETINGS ATTENDED
1	Cllr MB Mbolekwa	4	4
2	Cllr D.Josop	4	4
3	Cllr J. Modise	4	4
4	Cllr T.Tshipo	4	3
5	Cllr M.Tihelo	4	2

FINANCE AND IDP

NO.	NAME	NO. OF SCHEDULED MEETING	NO. OF MEETINGS ATTENDED
1	Cllr KE Molete	4	3
2	Cllr MB Mbolekwa	4	1
3	Cllr M.M. Nhlapo	4	1
4	Cllr I.S. Ortel	4	4
5	Cllr K.J. Mosiapoe	4	4
6	Cllr G.G. Moriri	4	4
7	Cllr O.H. Kgotodithata	4	4

COMMUNITY SERVICES

NO.	NAME	NO. OF SCHEDULED MEETING	NO. OF MEETINGS ATTENDED
1	Cllr N Selebalo	4	3
2	Cllr G.M. Sephekolo	4	4
3	Cllr S. Matshidiso	4	4
4	Cllr J.Freedman	4	4
5	Cllr O. Moagi	4	4

POLITICAL DECISION MAKING

Council is the highest decision making body in the Municipality with legislative and executive powers to direct the municipality politically. Powers of Council are clearly outlined in Section 12 of Municipal Structures Act.

Council sits 4 times a year and a schedule for Council meetings was adopted on the (date). Mayor exercises her/his duties in terms of Section 55 of the Municipal Structures Act. She convenes executive committee meetings on a monthly basis to receive and consider reports from other committees and to formulate recommendations for Council.

EXCO ensures the integration of the work of Council across the portfolio committees and departments.

The Speaker is the chairperson of Council and chair all the meetings. She also oversees the functions of the council committee system. Committees of Council meet on a quarterly basis to formulate recommendations from their respective portfolio committees. The Speaker also monitors the work of councilors in the holding of community meetings and ward committee meetings. She also receives a quarterly report on ward committees meetings and issues they have raised, she then tables the report in Council for decisions to be made in areas that need services.

Our Municipality does not have a Council whip due to the number of councilors.

Implementation of Council Resolutions

RESOLUTION REGISTER 2012/13						
DATE OF MEETING	RESOLUTION TAKEN	RESOLUTION NUMBER	RESPONSIBLE PERSON	IMPLEMENTED		REASONS
				YES	NO	
14 th AUGUST 2012	<p>That Council adopts the Proposed Organizational Structure</p> <p>That Council adopts the Placement Policy.</p> <p>That Council condones displacement of all officials except Section 56 managers</p> <p>That placement commences with immediate effect.</p>	<p>Res: 01/2012/13</p> <p>Res: 02/2012/13</p>	<p>Mr Gopetse T J / Mr Segami M</p> <p>Municipal Manager / Mr Gopetse T J</p> <p>Municipal Manager / Mr Gopetse T J</p> <p>Municipal Manager / Mr Gopetse T J</p>	Yes		<p>Structure adopted by the Council</p> <p>Placement Policy adopted by Council</p> <p>Done</p> <p>Done</p>
	<p>That Council undertakes to use the Public Works Sewer truck.</p> <p>That Council mandates the Municipal Manager to sign the Memorandum of Understanding with the Department of Public Works for six months.</p> <p>That Council undertakes to insure and maintain the truck.</p>	Res:03/2012/13	<p>Kampilu J / Municipal Manager</p> <p>Municipal manager</p> <p>Mr Segami M / Mr Gopetse T J</p>	Yes		<p>Letter written to that effect.</p> <p>Resolution taken</p>

<p>That notice should be given to Section 56 managers regarding the expiry of their contracts.</p> <p>That Municipal manager should advertise the posts.</p> <p>That Council will be extending contracts with a period of three months.</p> <p>That posts should be filled on time to avoid unplanned month-to-month contracts.</p> <p>That Council mandates the Mayor to write a letter to the MEC for COGHSTA regarding non attendance of Council meetings by Traditional Leaders.</p>	<p>Res: 04/2012/13</p> <p>Res: 05/2012/13</p>	<p>Municipal Manager</p> <p>Municipal Manager</p> <p>Municipal Manager</p> <p>Municipal Manager</p> <p>The Mayor</p>	<p>Yes</p>		<p>Letters written to affected Section 56 managers</p> <p>Advertisement for Corp. Serv. Placed</p> <p>Extension letter given to Mr Gopetse</p> <p>Implemented</p> <p>Letter written</p>
<p>That the Municipal Manager should write a letter to the IEC to declare the vacancy of a councillor.</p>	<p>Res: 06/2012/13</p>	<p>Municipal Manager</p>	<p>Yes</p>		<p>Letters submitted to both IEC and MEC for COGHSTA</p>

	<p>That Council accept the list of roads for registration with MIG and construction under the 2012/13 and following multi-year :</p> <ol style="list-style-type: none"> 1. Roads and Storm water ; Battlemount , Dithakong , Segoaneng , Gamokatedi and Molapotlase , 2. Rehabilitation of Surfaced roads ; Laxey , Gasehunelo Wyk 10 , Cassel and Ncwelengwe. 3. Construction of a surfaced road: Churchill and Esperance 4. Construction of interlocking road: Padstow 	<p>Res: 07/2012/13</p>	<p>Mr Given Malola Mr Given Malola Mr Given Malola Mr Given Malola Mr Given Malola</p>	<p>Yes</p>	<p>Resolution taken Business plan drafted and submitted</p>
	<p>That the Joe Morolong municipal Council adopts the proposed IDP Process Plan for 2012/13.</p>	<p>Res: 08/2012/13</p>	<p>Mr Phiri K V / Municipal Manager</p>	<p>Yes</p>	<p>IDP Process Plan adopted</p>
	<p>That Council accept the proposed SLPs from Sebilo Resources.</p>	<p>Res: 09/2012/13</p>	<p>Mr Phiri K V/ Municipal Manager</p>	<p>Yes</p>	<p>Letter was written to DMR.</p>

	<p>That the car tracker system should be included in the IDP of Joe Morolong Local Municipality.</p> <p>That proof of inclusion in the IDP and the Resolution should be submitted to BHP Billiton manganese mine.</p>	Res: 10/2012/13	<p>Municipal Manager / Mr Phiri K V</p> <p>Mr Phiri K V / Mr Mphafi P M</p>	Yes		<p>Waiting for BHP Billiton to install</p> <p>Resolution submitted to BHP Billiton mine.</p>
16 October 2012	That the Municipal Manager is empowered to sign an agreement with the Audit Committee.	Res : 11/2012/13	Municipal Manager			
FINANCE AND IDP	<p>That Council accepted the presentation by the District Audit Committee.</p> <p>That 15% that was supposed to be used for sporting facilities will not apply because registrations have not been completed</p>	Res : 12/2012/13	Mr Malola / Council	Yes		Resolution taken.
	Minutes of 22 June 2012 and 14 th August 2012 adopted with corrections.	Res : 13 / 2012/13	Matsididi M A	Yes		Corrections made.
	That Council condone action taken by Municipal Manager to request the extension of the validity period of the Valuation Roll of John Taolo transferred to Joe Morolong Local Municipality.	Res : 14/2012/13	Municipal Manager / Council	Yes		Letter of request submitted to COGHSTA, Treasury and John Taolo.

	That Council condones the action taken by the Executive Committee to request the extension of date for submission of Financial Statements by end of October 2012.	Res : 15/2012/13	Municipal Manager	Yes		Letters of request submitted to COGHSTA , Treasury and John Taolo Gaetsewe District Municipality.
	That Council take note of the report on Local Government Revenue and Expenditure for period 1 st July 2011 – 30 th June 2012.	Res : 16 /2012/13	Municipal Manager / Council.	Yes		Resolution taken
	That Council accepted the appointment of the Audit and Performance Committee by John Taolo Gaetsewe District Council.	Res : 17/2012/13	Municipal Manager / CFO/MPAC	Yes		Resolution taken
	That Council took note of the Reviewed Audit and Performance Charter	Res : 18 / 2012/13	Council / Municipal Manager.	Yes		Municipal Manager empowered to sign the Charter.
	That the Municipal Manager should seek for legal opinion on the payment of Housing Allowance to employees.	Res : 19/2012/13	Municipal Manager	Yes		Done
	That Council accept the Monthly Budget Statement for the period ending 30 th June 2012.	Res : 20/2012/13	Municipal Manager / CFO	Yes		Done

	That Council accept the Investment and Withdrawal Report for the period ending 30 th June 2012.	Res : 21/2012/13	CFO / Municipal Manager.	Yes		Report presented.
	That Treasury and Auditor General should be updated on unauthorized expenditure.	Res : 22/2012/13				
	That the Council accept the operating and Capital Revenue and Expenditure Report with corrections made to it. That position of Income Manager should be introduced along with the adoption of placement.		Municipal Manager / CFO Municipal manager/MR Gopetse	Yes		Done
	That all Councillors should have coordinated programmes through the office of the Speaker.	Res : 23/2012/13	Ward Councillors, PR Councillors.	Yes		Done
	That PR Councillors should align their programmes with that of Ward Councillors and communicate such programmes with the Speaker. That Council accept the list of Sub-Contractors of the Heuning-vlei Bulk Water as submitted by the Supply Chain Management.	Res : 24/2012/13	Speaker and PR Councillors CFO / Municipal manager	Yes Yes		To be done List submitted as previously requested

	That Council accept the Joe Morolong Risk Register.	Res : 25/2012/13	CFO/ Municipal Manager / MPAC	Yes		Final Risk Register presented to Council
HR AND ADMIN.	That Council accept the Corporate Services Departmental Quarterly Report for the period 30 th June 2012.	Res : 26/2012/13	MR Gopetse/ MM	Yes		Report accepted
	That Council took note of the Salary and Wage Collective Agreement. That the shortfall experienced in the 5.5% budget on salaries should be addressed during the Adjustment Budget (1% increase in Budget) That all positions that are budgeted for should be filled.	Res : 27/2012/13	Mr Gopetse/CFO / Municipal Manager/ Council. Municipal Manager/ CFO Municipal Manager/ CFO/ Mr Gopetse T J	Yes Yes Yes		Accepted Resolution taken Done
	That Council accept the proposed Itinerary for 2012/13 Financial Year.	Res : 28/2012/13	Mr Matsididi M A / Mr Gopetse T J/ Speaker.	Yes Yes		Resolution taken Done
	That the Itinerary and budget will run concurrently for auditing purposes.					

	<p>That the building at Vanzylsrus should not be sold.</p> <p>That the building should be assessed and renovated for use by municipal officials while on duty at Vanzylsrus.</p> <p>That the Municipal Manager should write the letter to Mr Bertus Van Wyk to present the Council position on the matter.</p>	<p>Res : 29/2012/13</p>	<p>Mr Gopetse/ CFO</p> <p>Municipal Manager/ Mr Gopetse T J</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p>		<p>Accepted</p> <p>Resolution taken</p> <p>Letter has been written to Mr Van Wyk.</p>
	<p>That a policy should be developed to regulate the business in the Municipal premises.</p>	<p>Res : 30/2012/13</p>	<p>Mr Gopetse T J</p>	<p>Yes</p>		<p>Draft policy drawn</p>
	<p>That the Municipal Manager should write the letter to Ms Matlhola to inform her about the position of Council regarding her request.</p>		<p>Municipal Manager/ Mr Gopetse T J</p>	<p>Yes</p>		<p>Letter has been written and submitted to Ms Matlhola.</p>
	<p>That Council adopted the LGTAS (MISA) Integrated Support Plan.</p> <p>That Progress Report should be presented to Council on quarterly basis.</p> <p>That the Municipal Manager should communicate the Resolution with COGHSTA.</p>	<p>Res : 31/2012/13</p>	<p>Municipal Manager/MR Phiri</p> <p>Municipal Manager</p>	<p>Yes</p> <p>Yes</p>		<p>Done</p> <p>Resolution communicated</p>

	That Council took note of the report on National Managers Forum. That the reporting format should be developed for all Structures: CFO's Forum, Speakers Forum and Managers Forum.	Res : 32/2012/13	Municipal Manager Municipal Manager	Yes		Accepted Not done
	That Council took note of SALGA's advice not to implement the Labour Court Order. That the Municipal Manager should seek for progress report regarding the SALGA appeal against the Court Order.	Res : 33/2012/13	Municipal Manager/ CFO Municipal Manager	Yes Yes		Done Done
	That Council accepts information on Quality Learning and Teaching Campaign.	Res : 34/2012/13	Ward Councilors	Yes		Resolution taken
	That Council took note of Mr J A Van Wyk's resignation on early retirement.	Res : 35/2012/13	Mr Gopetse T J	Yes		Accepted
	That the post should be filled with immediate effect or during placement.		Mr Gopetse T J / Municipal Manager	Yes		Accepted
	That Council took note of the Circular No. 5/2012: on Home Owners Scheme.	Res : 36/2012/13	Municipal Manager / Mr Gopetse T J	Yes		Accepted

	That Council took note of Mr Mulaudzi Nethengwe Fanie' termination of his employment contract. That the post should be filled immediately.	Res : 37/2012/13	Municipal Manager/ Mr Gopetse T J Municipal Manager/ Mr Gopetse T J	Yes Yes		Accepted Done
	That Council took note of Mr Sethabetsi Joseph Segano' declaration of election by the IEC.	Res : 38/2012/13	Municipal Manager/ Mr Gopetse/ CFO	Yes		Mr Segano was sworn in as a Councillor.
	That Mr Segano should serve in the Planning and Development Portfolio Committee		Councillor Leshope O E / Matsididi M A	Yes		Councillor Segano was introduced to the relevant Portfolio Committee.
	That Ms Evelyn Toto should be given permission to use the unoccupied space between Erven 366 and 367. That the area should be used for gardening as requested.	Res : 39/2012/13	Municipal Manager	Yes Yes		Accepted Accepted
	That a letter of commitment should be sought from Ms Evelyn Toto regarding the use of an area applied for. That the Municipal Manager should sign an agreement with Ms Toto when all requirements are met.		Municipal Manager/ Mr Gopetse T J Municipal Manager		Yes No	Done Not signed

	<p>That a three months notice should be given to the applicant when the Municipality wants the property back.</p> <p>That Council took note of Circular: 9/2012: Medical Scheme Accreditation.</p> <p>That all accredited schemes should be given equal opportunity for marketing.</p>	Res : 40/2012/13	<p>Municipal Manager</p> <p>Mr Gopetse T J</p>	Yes	No	Not signed Accepted
	<p>That Councillors should be invited to presentations.</p> <p>That Council empower the Mayor and Executive Committee to make submissions to the Demarcation Board and to report to Council on any changes made.</p>	Res : 41/2012/13	<p>Mr Gopetse</p> <p>Exco / Mayor</p>			
	That Council took note of Councillor Oageng Kaotsane's leave of absence during his Rehabilitation Programme.	Res : 42/2012/13	Council			
	That Council delegates duties and responsibilities of Ward Two to Councillor Violet Jordan (PR Councillor)		Speaker/Mayor			
	That Council took note of the progress made on Mr Oupa Tsatsi' accident.	Res : 43/2012/13				

	That Council approved the By-Law Community Consultation Programme.	Res : 44/2012/13	Speaker / Mr Gopetse T J / CFO			
	That Council considered the cost of living adjustment for Section 57 Managers.	Res : 45/2012/13				
	That the adjustment of 4.9% be effected retrospectively with effect from 1 st July 2012.					
	That Council considered increasing the salary package of the Municipal Manager from R750,000 to R1000,000 That the increment be with effect from 1 st July 2012.	Res : 46/2012/13	CFO / Mr Gopetse T J CFO			
INFRASTRUCTURE	That Council accept the Technical Services Departmental Quarterly Report.	Res : 47/2012/13	Municipal Manager			
	That the Municipal Manager should write a letter to Assmang for permission to use the savings made at Madibeng for additional stand-pipes.	Res : 48/2012/13				
	That Council accept the Progress Report on Kumba Iron Ore Social and Labour Plan Projects.	Res : 49/2012/13				

	<p>That Council took note of the report on Accelerated Community Infrastructure Programme Progress Report.</p> <p>That the Adjustment Budget should accommodate for changes that are planned.</p>	<p>Res : 50/2012/13</p> <p>Res : 51/2012/13</p>			
	<p>That implementation of housing projects should be sped-up.</p>	<p>Res : 52/2012/13</p>	<p>Joey Kampilu</p>		
	<p>That identification of beneficiaries for emergency houses should be done by Councillors through the Office of the Speaker.</p> <p>That the hand-over of projects should be done through consultation process.</p> <p>That quarterly progress reports on project implementation should be presented to Council.</p>		<p>Joey Kampilu / Speaker</p>		

	<p>That the programme should be drawn for Motor Grader in all Wards and it should be signed by the Municipal Manager.</p> <p>That the second Grader should be accommodated in the 2013/14 IDP Process.</p> <p>That there should be reduction in spending to allow for the purchase of the second Grader.</p>	Res : 53/2012/13	<p>Municipal Manager/ Mr Malola</p> <p>Mr K V Phiri / CFO /</p> <p>CFO/Mr Malola</p>			
	<p>That the Municipality should respond to Community complaints relating to water.</p> <p>That all illegal connections should be reported by 31st October 2012.</p> <p>That Council accept the report on drinking water operations and maintenance for 30th June 2012.</p>	Res : 54/2012/13	<p>Mr Freddie Meyer</p> <p>Ward Councillors</p>			
	<p>That Council should make provision in the 2013/14 financial year budget process to complete the basic play-ground projects.</p>	Res : 55/2012/13	Mr Malola / Municipal Manager			
	<p>That Vanzylsrus should be prioritized in the electrification programme.</p>	Res : 56/2012/13	Joey Kampilu / Municipal Manager			

	That the Municipal Manager should check for legal implications regarding the appointment of the Service Provider on Solar Energy.		Municipal Manager			
	That Council took note of the John Taolo District Council to National Government.	Res : 57/2012/13				
	That no implementation of any water projects should be made on behalf of Joe Morolong Local Municipality because it is a Water Service Authority.		Mr Malola Given / Municipal Manager.			
	That Council took note of the existing programmes , with particular reference to roads.	Res : 58/2012/13	Municipal Manager / Mr Malola Given			
	That Council took note of the Water Services operating Grant by the Department of Water Affairs and Water Services Authority to Joe Morolong Local Municipality.	Res : 59/2012/13	Municipal Manager/ Mr Malola Given			
	That Council accept the assessment of exploitable underground water resources by Sedibeng.	Res : 60/2012/13	Council			

PLANNING AND DEVELOPMENT	That the Mayor should write a letter to the Department of COGHSTA regarding the failure of the Department of Environmental Affairs to implement the Game Farm at Heuning-vlei.	Res : 61/2012/13	Mayor / Municipal Manager / Mr Gopetse T J			
	That presentation should be done to affected communities.		Mayor / Mrs Mabudi / Speaker			

	<p>That the total of sixty people be employed at Sesipi , Kome and Perth and the amount of R1 million be used towards project implementation.</p> <p>That one hundred and forty-four people should be employed at Laxey , Metsotwaneng and Penryn and an amount of R2,817000 be used towards project implementation.</p> <p>That two hundred and thirty-two people should be employed at Bendel , Padstow , Manyeding and Madula – Ranch and the amount of R4,397.350 should be used for the Vegetation Control Project.</p> <p>That Gamakgatle , Kiaang-kop, Mamebe, Mentu, Gatshekedi , Matoro, Gasehunelo(wyk six), Metsi-mantsi and Kokfontein should be implemented under the Mayoral Projects and the amount of R3 million to be used towards project implementation.</p> <p>That Council accept the EPWP Projects Progress report.</p>	<p>Res : 62/2012/13</p>	<p>Mr Phiri K V / Mr Moitaletsi M S / CFO</p> <p>Mr Phiri K V / CFO / Mr Moitaletsi M S</p> <p>Mr Phiri K V / CFO / Mr Moitaletsi M S</p> <p>Mr Phiri K V / CFO / Mr Moitaletsi M S</p> <p>Council</p>	<p>Yes</p>		<p>Project operational</p>
--	--	-----------------------------	--	------------	--	--------------------------------

	<p>That Council accept the EPWP Project at Laxey and surrounding areas</p> <p>That there should be communication between the Department of Public Works and Joe Morolong regarding the project implementation.</p>	Res : 65/2012/13	Mr Phiri K V / Municipal Manager			
	That Council accepted the implementation of projects at Sesipi , Kome and Perth.	Res : 66/2012/13	Mr Phiri K V / CFO			
	That Council accept Vine Tech Engineering's application for a business site at Vanzylsrus.	Res : 67/2012/13	Mr Phiri K V / Mr Gopetse T J / Municipal Manager	Yes		
	<p>That the Council empowers the Municipal Manager to sign an agreement with Vine Tech Engineers on the sale of a site.</p> <p>That Council does not condone the taking – over of Information Centre by the Vanzylsrus Hotel.</p> <p>That Council should ensure that the Information Centre is operational as part of the Tourism Sector.</p>	Res : 68/2012/13	Municipal Manager Mrs Mabudi / Mr Mabudi / Mr Phiri K V			
	That Joe Morolong Local Municipality should participate in all Benchmarking projects.	Res : 69/2012/13	Municipal Manager / Mr Phiri K V	Yes		Resolution taken

	That LED Projects should be reported to identify challenges and support needed.	Res : 70/2012/13	Mr Phiri K V/ Mr Moitaletsi M S			
	That Council accept the Spatial Development Frame-Work.	Res : 71/2012/13	Mr Phiri K V / Mr Sanane Bakang			
COMMUNITY SERVICES	That Council accept the Community Services Departmental Quarterly Report.	Res : 72/2012/13	Mrs Mabudi	Yes		Report accepted
	That Council accept the report on Community Works Programme. That opportunities created through partnership with the Municipality should be reported to communities.	Res : 73/2012/13	Mrs Mabudi	Yes		Report accepted
	That Council took note of the Cemetery Maintenance Programme.	Res : 74/2012/13	Mrs Mabudi	Yes		Report accepted
	That Council gives permission to the Department of SASSA to upgrade facilities of pay points.	Res : 75/2012/13		Yes		Report accepted
	That Council resolved to give SASSA permission for temporary office space for the Park-Home.	Res : 76/2012/13	Mrs Mabudi Municipal Manager / Mrs Mabudi	Yes Yes		Resolution taken Resolution taken

	<p>That the Municipal Manager should verify the space requested by SASSA.</p> <p>That all Liquor Traders should be convened to verify their Licenses.</p> <p>That Joe Morolong Local Municipality should give consent for issuing of Liquor Licenses.</p>	<p>Res : 77/2012/13</p>	<p>Municipal Manager / Mrs Mabudi</p> <p>Mrs Mabudi</p> <p>Municipal Manager / Mrs Mabudi</p>	<p>Yes</p> <p>No</p>		<p>Verified</p> <p>In process to have a meeting with liquor authority and salga</p>
<p>25 OCTOBER 2012</p>	<p>That Council accept the Annual Performance Report for 2011/2012.</p> <p>That the Municipal Manager must submit the report to National Treasury , Auditor General and COGHSTA not later than 31st October 2012.</p> <p>That the outstanding information on financials should be provided to Ditsibi by the closing of business day on 25th October 2012.</p> <p>That the Municipality should not deviate from its commitment of submitting the Financial Statements on 31st October 2012.</p> <p>That Council adopted the Draft Financial Statements.</p>	<p>Res : 79/2012/13</p> <p>Res : 80/2012/13</p>	<p>Municipal Manager/ Mr Mphafi P M / Mr Phiri K V</p> <p>Municipal Manager / CFO</p> <p>Municipal Manager / CFO</p>	<p>Yes</p>		<p>Resolution taken</p>

	That the Municipal Manager should seek for a legal opinion on Housing Allowance for Municipal employees and report to Council in the next meeting.	Res : 81/2012/13	Municipal Manager			
	That Council took note of the application to National Treasury for “ Special Merit Cases”.	Res : 82/2012/13				
	That Council approves application for deviation. That the Accounting Officer should submit progress report to Council on continuous basis.					

	<p>That Council accept the Placement report with changes to Titles and Levels as against the Organisational Structure adopted by Council : 1) Ward Committee Administrator and Ward Committee Coordinator in the office of the Speaker ; 2) Two Tourism Coordinators and LED assistant in the Department of Planning and Development. 3) Council Coordinator and Assistant in the Corporate Services Department , 4) Posts of two Licence Administrators in the Community Services Department , 5) Housing Post transferred to Community Services as Manager for Housing and Social Facility.</p> <p>That the following posts should be advertised :</p> <p>Communications Officer , Compliance Manager and PA to the Municipal Manager (Office of the Municipal Manager)</p> <ol style="list-style-type: none"> 1. IDP Manager / PMS , LED Manager / Tourism (Planning and Development) 2. Manager : Water and Sanitation / Public Works , Technical Officer : Water Quality Management , Senior Artisan: Roads and Buildings , Two Senior Artisans(clusters) Churchill and Heuningvlei , Senior Artisan : Mechanic ,Water Quality Technician , Process Controller (Hotazel), Plant Operator , Town Planner , Technician : Water and Sanitation (<p>Res : 83/2012/13</p>	<p>Municipal Manager/ Mr Gopetse T J / Mr Segami Moagi</p> <p>Mr Gopetse T J / Mr Segami Moagi / Municipal Manager</p>			
--	---	-------------------------	--	--	--	--

Technical Department)

<p>13 DECEMBER 2012</p>	<p>That Council takes note of the increase in Councillors remuneration as from 1st July 2012.</p> <p>That the MEC for COGHSTA be informed about the decision of Council to implement the increment.</p> <p>That the implementation be done after the concurrence of the MEC for COGHSTA</p> <p>That transport Allowance should be catered for during the Adjustment Budget.</p>	<p>Res : 86/2012/13</p>	<p>Municipal Manager</p> <p>Municipal Manager</p> <p>Municipal Manager / CFO</p> <p>Municipal Manager/ CFO</p>	<p>Yes</p> <p>Yes</p>	<p>Increment implemented</p> <p>Letter written to the MEC for COGHSTA</p>
	<p>That Municipal Offices should be closed for festive season from 21st December 2012 to 2nd January 2013.</p> <p>That the management should arrange for employees at water unit to be on standby.</p> <p>That the closing party should be held on 21st December 2012 at Oryx.</p> <p>That Salary payments should be done on 21st December 2012.</p>	<p>Res : 87/2012/13</p>			
	<p>That Council accept the request for the increase of petrol card limit from R110,000 to R250,000.</p> <p>That the increase should cater for the tractor and two motor vehicles at Vanzylsrus.</p>	<p>Res : 88/2012/13</p>	<p>CFO / Municipal Manager</p> <p>Mr Gopetse /</p>	<p>Yes</p> <p>Yes</p>	<p>Resolution taken</p> <p>Resolution</p>

			Moeng Thabang / CFO			taken
18 JANUARY 2013						
MINUTES	That minutes for 16 th October 2012 and 25 th October 2012 be referred back .	Res : 91/2012/13	Matsididi M A / Speaker			
FINANCE AND IDP	That all Finance items should be referred back.	Res : 92/2012/13	Finance Portfolio Committee / CFO			
HR AND ADMIN.						
8.1	That Council took note of the replacement Circular on Redetermination of Municipal Boundaries Revised Timeframes.	Res : 93/2012/13	All Councillors	Yes		Resolution taken
8.2	That Council took note of the progress made regarding the Turnaround Strategy.	Res : 94 / 2012/13	Phiri K V	Yes		The Turnaround Strategy adopted.
8.3	That Council adopted the Policy on renting of Municipal offices by outsiders.	Res : 95 /2012/13	Mr Gopetse	Yes		Policy adopted
	That the tariffs will be renewed annually in accordance with the Consumer Price Index (CPIX)					
8.4	That Council accept the Reviewed Policy on Personnel Procurement. That posts should not be advertised without a budget.	Res : 96/2012/13	Mr Gopetse T J / Mr Segami M	Yes		Policy adopted
8.5	That Council took note of the Municipal Managers Forum report.	Res : 97/2012/13	Municipal Manager			

8.6	That the Council empowers the Municipal Manager to consult other Law Firms if the process delays.	Res : 98/2012/13	Municipal Manager	Yes	Resolution taken
	<p>That the application be subject to the following conditions :</p> <ol style="list-style-type: none"> 1. That development must have commenced within two years after the approval, otherwise the approval will lapse automatically. 2. That sufficient parking should be provided on site. 3. That building plans should be submitted to the Municipality for approval. 4. That legislation relating to the application should be complied with. 5. That the remainder of the farm should maintain its original status of Agricultural Zone 1. <p>That Council accept the application on conditions mentioned above.</p>		Municipal Manager / Mr Gopetse T J / Joey Kampilu / Phiri K V		
				Yes	Conditions set for approval of application.
8.7	That Council accept the application for extension of Land Rights Use.	Res : 99/2012/13	Phiri K V / Municipal Manager		
8.8	That Council approves the Land Use application for Tshipi E Ntle and Black Rock Mine Operations.	Res : 100/2012/13	Phiri K V / Municipal Manager		
	That the two applications be submitted to COGHSTA to solicit an expert advice that will assist in concluding the two applications.		Municipal Manager / Mr Gopetse T J / Mr Phiri K V		

8.9	That Council mandates the Municipal Manager to check with the Demarcation Board if applications can still be submitted.	Res : 101/2012/13	Municipal Manager			
INFRASTRUCTURE						
9.1	That Council accept the Technical Services Departmental Quarterly Report for the period ending 30 September 2012.	Res : 102/2012/13	Municipal Manager	Yes		Report accepted
9.2	That Council accept the Assmang Funded Projects Progress report.	Res : 103/2012/13	Municipal Manager	Yes		Report accepted
9.3	That Council accept the report on Sishen Iron Ore Company Social and Labour Plan Funded Projects.	Res : 104/2012/13	Phiri K V / Municipal Manager	Yes		Report accepted
9.4	That Council noted the report on Accelerated Community Infrastructure Programme	Res : 105/2012/13	Mr Malola Given/ Municipal Manager	Yes		Report noted
9.5	That Council accept the report on Municipal Infrastructure Grant (MIG)	Res : 106/2012/13	Mr Malola Given / Municipal Manager	Yes		Report accepted
9.6	That the leadership should visit sites to verify information provided. That Councillor Mbolekwa Moses should sit in the Electricity Forum. That Councillor Mbolekwa is empowered to pick members from the Infrastructure Portfolio Committee if there is a need for	Res : 107/2012/13	Exco / Management Councillor Mbolekwa / Infrastructure Portfolio Committee Councillor	Yes Yes		Resolved Resolved Resolved by Council

	more members.		Mbolekwa			
9.7	That Council accept the Motor Grader report for the period ending 30 September 2012.	Res : 108/2012/13	Joey Kampilu/ MM	Yes		Resolved
9.8	That Council accepted the report on Drinking Water Maintenance for 2012/13 Municipal Financial Year.	Res : 109/2012/13	Meyer Freddie/ MM	Yes		Resolved
9.9	That Council took note of the report	Res : 110/2012/13	Joey Kampilu	Yes		Resolved
9.10	That Joe Morolong Council condone the action taken by John Taolo Gaetsewe District Municipality regarding the action list 23 + 1 DM.	Res : 111/2012/13	Joey Kampilu / MM	Yes		District submitted list to National
9.11	That Council noted accepted the socio – economic Infrastructure Projects identified for funding in 2012/13	Res : 112/2012/13	Municipal Manager / Malola Given	Yes		Resolution taken
10.1. Planning and Development	That Council noted the Municipal Performance for the period : July to September 2012.	Res : 113/2012/13	Municipal Manager / Mr Phiri K V	Yes		Municipal Performance presented to Council
10.2	That ward secretaries should be called to the meeting on 21 st January 2013.	Res : 114/2012/13	Mabudi K D / Ward Councillors	Yes		Meeting held on 21 January 2013

10.3	That the Spatial Development Framework should be referred back for the Special Council meeting. That AUROCON Should present to Council.	Res : 115/2012/13	Mr Phiri K V Aurocon/ Phiri K V	Yes Yes	Item referred back Presentation done on 24 th January 2013
10.4	That Council approved the proposed SLP Projects for United Manganese Mine (UMK) That Kiaang-Kop be provided with water to the value of R5,4000.00	Res : 116/2012/13	Mr Phiri K V/ MM Mr Phiri K V/ CFO	Yes	Resolution submitted to UMK
11.1 COMMUNITY SERVICES	That the Ward Committees Report should be referred back for discussion with ward secretaries on 21.01.2013	Res : 117/2012/13	Mrs Mabudi K	Yes	Item referred back for the meeting with ward secretaries on 21 st January 2013.
11.2	That Council accepted the report on Community Works Programme.	Res : 118/2012/13	Mrs Mabudi K	Yes	Report accepted
11.3	That Council accept the Community Development Workers Report.	Res : 119/2012/13	Mrs Mabudi K	Yes	Report accepted
11.4	That Council accept the Cemetery Maintenance Report.	Res : 120/2012/13	Mrs Mabudi K	Yes	Report presented to Council
11.5	That Council empowers the Municipal Manager to request for the extension of Working on Fire Service to other areas that are not covered , with particular reference	Res : 121/2012/13	Municipal Manager/ Mrs	Yes	Working on Fire engaged on the matter
11.6					

	to the previously DMA. That Council took note of the application for the transfer of Vanzylsrus waste management licence from John Taolo Gaetsewe District Council to the Joe Morolong Local Municipality.	Res : 122/2012/13	Mabudi K D Mrs Mabudi K D / Municipal Manager	Yes		Application placed
11.7	That Council mandated the Municipal Manager to apply for driving licence testing centre at Joe Morolong.	Res : 123/2012/13	Municipal Manager/ Mrs Mabudi K D	Yes		Application placed
11.8	That Council accepted report on SAMSRA games.	Res : 124/2012/13	Mrs Mabudi K D	Yes		Report presented
24 January 2013						
Minutes	That Council accept minutes with corrections. That any evidence required in terms of implementation as recorded in minutes will be provided in the next Ordinary Council meeting.	Res : 125/2012/13	Matsididi M A / Speaker All Directors	Yes		Minutes adopted with corrections.

HR AND ADMIN.						
8.1	<p>That Council mandates the Municipal Manager to finalize and implement the Job Evaluation and Placement processes.</p> <p>That Council condone changes in titles in the Organogram.</p> <p>That the position of Manager in the office of the Municipal Manager should be introduced.</p> <p>That the position of Superintendent should be introduced in the electricity section to address the backlog.</p>	Res : 127/2012/13	<p>Municipal Manager/ Mr Gopetse T J / Mr Segami M</p> <p>Municipal Manager</p> <p>Municipal Manager</p> <p>Municipal Manager/ Technical Services Manager</p>	<p>Yes</p> <p>Yes</p>		<p>Process finalized.</p> <p>Changes effected and condoned by Council</p>
8.2	<p>That Council accept the Interview results and panel recommendations :</p> <ol style="list-style-type: none"> 1. That Mr Gopetse T J should be appointed Director for Corporate Services. 2. That Mr Tlhaole T S should be appointed Director for Technical Services. 3. That Mrs Mabudi K D should be appointed Director for Community Services. 4. That Mr Phiri K V should be appointed Director for Planning and Development. <p>That the Municipal Manager should negotiate the employment package with individual</p>	Res : 128/2012/13	Municipal Manager	<p>Yes</p> <p>Yes</p>		<p>Appointments done.</p> <p>Appointments done</p>

	<p>candidates.</p> <p>That the Council empowers the Municipal Manager to head-hunt suitable occupants if candidates decline the offer.</p> <p>That the candidates should assume duty on 1st February 2013 and that an extension should be given on request.</p>					
	ADDENDUM ITEMS					
7.2.1.	That Council accept the Monthly Budget Statement.	Res : 129/2012/13	C F O / Municipal Manager	Yes		
7.2.2.	That Council accept the Reimbursement on Subsistence and Travelling claims.	Res : 130/2012/13	CFO / Municipal Manager	Yes		
7.2.3.	That Council took note of Circular no 62/2012 on supply chain management.	Res : 131/2012/13		Yes		
7.2.4.	That Council took note of the information regarding the Municipal CFO Forum.	Res : 132/2012/13	Council	Yes		
7.2.5.	That Council took note of the Municipal In-Year reporting C-Schedule for September 2012.	Res : 133/2012/13	CFO	Yes		Report presented
7.2.6.	That Council took note of the Municipal Revenue and Expenditure for the first quarter.	Res : 134/2012/13	CFO	Yes		
7.2.7.	That Council accept the report on Supply Chain Management Regarding Suppliers in form of quotations and Tenders and	Res : 135/2012/13	Mr Motthanke / CFO	Yes		Report accepted

	Deviations.					
****	That Sub-Contractors at Heuning-vlei Bulk water should be listed by name and location.	Res : 136/2012/13	Mr Motthanke/ Mr Given Malola			
****	That concerns regarding the Spatial Development Framework should be raised with the Province.	Res : 137/2012/13	Speaker			
****	That Council noted the identification of Bothitong by John Taolo Gaetsewe District for formalization of settlement.					
****	That the Speaker should investigate the conduct of Councillor , Matshidiso and Kgopodithata.					
20 MARCH 2013						
Minutes						
5.1.	That minutes of the previous Council meetings should be referred back for discussion in the next Ordinary Council meeting.	Res : 138/2012/13	Matsididi M A / Gopetse T J			
7.2.1.	That Council accept the Monthly Budget Statement for the quarter ending 31 st December 2012.	Res : 139/2012/13	CFO			
7.2.2.	That Council accept the cash book report for the period ending 31 st December 2012.	Res : 140/2012/13	CFO			
7.2.3.	That Council accept the report on remuneration of Municipal employees for the period ending 31 st December 2012.	Res : 141/2012/13	CFO			

7.2.4.	That Council accept the report on supply chain management.	Res : 142/2012/13	Motlhanke T/ CFO	Yes		Report accepted by Council
7.2.5.	That Council accept the report on reimbursement of subsistence and Travelling claims for period ending 31 st December 2012.	Res : 143/2012/13	CFO	Yes		Report accepted by Council
7.2.6.	That Council took note of the report on Audit and Performance Committee.	Res : 144/2012/13	Municipal Manager			
7.2.7.	That Council took note of the report submitted to the National Minister of Finance.					
	That Council took note of the congratulation letter from the National Treasury on confirmation of all documents received.	Res : 145/2012/13	Municipal Manager / CFO			
7.2.8.	That Council took note of the appointment of Joe Morolong as a Third Party for Tax Collection.	Res : 146/2012/13	CFO / Municipal Manager	Yes		Joe Morolong Local Municipality has been appointed by SARS.
7.2.9.	That no information should be given to Tswelopele Youth Development regarding the issuing of Tenders.	Res : 147/2012/13	Municipal Manager	Yes		Letter written to that effect
7.2.10.	That Delegation of Powers should be discussed in the Special Council Meeting.	Res : 148/2012/13	Mayor / CFO / Municipal Manager			
7.3.1	That Council adopt the Annual Report for 2011/12 and that the Municipal Manager is mandated to submit it to relevant Departments , including the	Res : 149/2012/13	Municipal Manager	Yes		Annual report adopted and submitted.

	National Treasury.						
	That the Municipal Manager should submit the Audited Financial Statements as soon as it is received.		CFO/ Municipal Manager				
8.1.	That the Municipality should verify if the stand is a business site or not.	Res : 150/2012/13	Mr Gopetse T J/ CFO				
	That the bidding process should be followed to procure the stand.						
8.2.	That Council took note of the Disciplinary Hearings	Res : 152/2012/13	Municipal Manager / Mr Segami M				
8.3.	That Council has taken note of the appointment of the legal team to deal with the illegal occupation of Municipal Offices at Dithakong.	Res : 153/2012/13	Mr Gopetse / MM				
8.4.	That Council took note of the Legal opinion sought by the Municipal Manager regarding the payment of Housing Allowance to Municipal employees.	Res : 154/2012/13	Mr Gopetse T J / CFO / MM				
8.5.	That Council adopted the Voluntarism and Internship policy.	Res : 155/2012/13	Mr Gopetse T J				
8.6.	That Council took note of the report on University Students funded by the Joe Morolong – Assmang Bursary Scheme.	Res : 156/2012/13	Mr Segami Moagi	Yes		List presented to Council	
8.7.	That the Mayor's car should have a log-book .	Res : 157/2012/13					
	That accident reports should be presented quarterly if there are						

	any. That the Mayor's accident report should be detailed.					
	That Council took note of accident reports involving Municipal vehicles.					
8.8.	That Council considered giving Municipal employees compulsory leave	Res : 158/2012/13				
8.9.	That Council granted permission to the Municipal Manager to appoint a Legal Firm to deal with the request for assistance from Joe Morolong Family.	Res : 159/2012/13	Municipal Manager			
8.10.	That Council took note of the Interview report. That appointees should assume duty on 1 st April 2013.	Res : 160/2012/13	Municipal Manager / Mr Gopetse T J/ CFO	Yes		Appointments made
8.11.	That Mrs K Nonyane should be commended and given an award for her dedication and commitment. That Council took note of resignations of Mr Lehabe , Olifant and Mrs Nonyane.	Res : 161/2012/13				
8.12.	That the all inclusive package of Directors should be increased to R700,000 per annum , including the CFO.	Res : 162/2012/13	CFO / MM/Council	Yes		Resolved
INFRASTRUCTURE						
9.1.	That Council accepted the Technical Services Departmental quarterly report	Res : 163/2012/13				

9.2.	That Council accepted the progress report on the Assmang Funded Projects	Res : 164/2012/13				
9.3.	That the Technical Department should follow-up on the Storm water problem at Maphiniki. That Council accepted the information on Sishen Iron Ore Social and Labour Plan Funded Projects.	Res : 165/2012/13	Mr Malola/ Mr Tlhaole Shadrack			
9.4.	That Council accepted the report on Accelerated Community Infrastructure Programme.	Res : 166/2012/13				
9.5.	That registered Projects for implementation in 2012/13 are : Gatswinyane water Reticulation , Kortnight Water Reticulation , Garapoana and Cahar Water Scheme , Mokalanogga Water Scheme , Niks Water Supply , Kokonye Water Supply and Kikahela 1 and 2 Water Supply. That Sanitation Projects should be implemented as follows: Metwetsaneng , Glenred , Ntswelengwe, Madibeng , Camden , Heuningvlei , and Gatswinyane.	Res : 167/2012/13	Mr Tlhaole Shadrack / Mr Malola Given/ Municipal Manager			
	That Council approves the 1.8 km Gravel to Tar road at Makhubung and that a Business Plan should be submitted for a further 6.2 km Gravel to Tar road. That Council should budget for the Phase 2 of the Projects in the		Mr Tlhaole Shadrack / Mr Malola Given Municipal			

	2012/14 Financial Year That Council accept the recommendations regarding the Municipal Infrastructure Grant.		Manager			
9.6.	That Council accepted the Motor Grader operations and Maintenance report.	Res : 168/2012/13	Mr Malola			
9.7.	That Council accept the report on Drinking Water Operations and Maintenance for 2011/12 Municipal Financial Year.	Res : 169/2012/13	Mr Malola			
9.8.	That Council accept the information on identified Socio – Economic Infrastructure Projects.	Res : 170/2012/13	Mr Malola			
9.9.	That Council considered the information regarding the National Treasury Graduate Internship Programme.	Res : 171/2012/13	Mr Malola			
9.10.	That Ditlharapaneng should be replaced by Gamakgatle , Kganung and Drieloop for funding by UMK .	Res : 172/2012/13	Mr Given Malola/ Mr Tlhaole Shadrack	Yes		Resolved
9.11.	That Council took note of the community complaints from the Public Protector.	Res : 173/2012/13				
9.12	That Council took of the COGHSTA Northern Cape Human Settlement on transfer of properties title deeds involvement in municipalities.	Res:174/2012/13				

10.1	That Council accept the information regarding EPWP poverty alleviation projects That a meeting should be held with the Department of Public Works to discuss the problems encountered by Joe Morolong Municipality regarding the funding of EPWP projects.	Res:176/2012/13				
10.2	That Council accept the progress report on Surprise Cattle Farm project.	Res:177/2012/13				
10.3	That the Municipal Manager should conduct investigation around problems in the Dithakong Sand Mining.	Res:178/2012/13				
10.4	That Council accept the information on census 2011 report	Res:178/2012/13				
10.5	That Council accepted the information on progress at London Farm.	Res:179/2012/13				
10.6	That MARCH and BOSRA in ward three, should be implemented under the CRDP.	Res:180/2012/13				
10.7	That the Municipal Manager should communicate with the Department of Rural Development and Land Reform, House of Traditional Leaders and other relevant stakeholders over the request.	Res:181/2012/13				
10.8	That Council accept the information	Res:182/2012/13				
10.9	That Council considered the replacement of Tombstone Manufacturing by Waste	Res:183/2012/13				

	Management Project for Itsoso Granite Cooperative.					
11.1	That Council accepted the cemetery maintenance report.	Res:184/2012/13	Mrs Mabudi	Yes		Report accepted
11.2	That the item should be referred back for discussion in the next scheduled Council meeting.	Res:185/2012/13	Mrs Mabudi			
11.3	That the item should be referred back for discussion in the next scheduled Council meeting.	Res:186/2012/13	Mrs Mabudi			
11.4	That Council accepted the report on the rolling out of renewable energy projects in the northern cape province	Res:187/2012/13	Mrs Mabudi/Mr Bloom	No		
11.5	That Council accepted the information on Churchill Library Progress Report	Res:188/2012/13	Mrs Mabudi/Mr Bloom	Yes		Report accepted
11.6	That Council took note of allegations and both letters of response submitted to the Public Protector	Res:189/2012/13		Yes		Report accepted
11.7	That Council took note of the information regarding the alleged impropriety and prejudice regarding the provision of houses at Suurdig Village	Res:190/2012/13		Yes		Report accepted
PRESENTATIONS						
1.	That Council took note of the presentation for further consideration.	Res:191/2012/13				
2.	That Council took note of the by-laws consultation programme and resistance by the Manyeding and Dithakong Communities.					

	That further consultation will be done with affected communities. That the process of Gazetting should continue	Res:192/2012/13				
3.	That the IT Manager should update information and meet the communication officer to assist with information to be loaded in the website. That the IT Manager should activate the website as soon as it is ready.	Res:193/2012/13				
SPECIAL COUNCIL 27 MARCH 2013						
***	That Councillor Mbolekwa Moses should become the Acting Mayor until the Mayor recovers from illness. That Councillor Mbolekwa Moses should present the budget to Council.	Res : 198/2012/13	Executive Committee	Yes		Resolution taken
5.	That minutes of the previous meetings should be referred back for discussion in the Ordinary Council meeting.	Res : 199/2012/13	Matsididi M A / Speaker	Yes		Minutes referred back.

7.3.1	That Council adopted the proposed Draft IDP for presentation to communities.	Res : 200/2012/13	Speaker / Mr Phiri K	Yes	Draft IDP adopted
	That Council adopted the Community Consultation Programme with changes made to time and venues.	Res : 201/2012/13	Speaker / Mr Phiri K	Yes	Consultations done
7.3.2.	<p>That Council of Joe Morolong Local Municipality acting in terms of Section 24 of the Municipal Finance Management Act : Act 56 of 2003 , table the Draft Annual Budget for 2013/14.</p> <p>That Council also acting in terms of Section 75A of Municipal Systems Act , Act 32 of 2002 , tables the following policies for adoption with effect from 1st July 2013 :</p> <ol style="list-style-type: none"> 1. Tariffs for Property Rates, electricity , Water Supply , Sanitation Services , and Solid Waste Services and tariffs of other services. 2. That Council of Joe Morolong Local Municipality approved cash backing implemented through the utilization of bulk services and portion of revenue generated from property rates to ensure cash backing for unspent conditional grants for effectiveness to the 	Res : 202/2012/13	CFO/ Municipal Manager / Mr Thamane Itumeleng		

Municipal Budget as required by the legal prescripts , Section 8 of the Municipal Budget and Reporting Regulations.

3. Policies adopted along-side with the Budget :

- a) Property Rates Policy
- b) Banking and Investment Policy
- c) Budget Policy
- d) Credit Control and Debt Collection Policy
- e) Indigent Policy
- f) Fixed Assets Policy
- g) Risk Management Policy
- h) Supply Chain Management Policy
- i) Tariffs Policy
- j) Fruitless and Wasteful Expenditure Policy
- k) Cash Shortage Policy

8.1. HR AND ADMINISTRATION	That Council adopted the Car Essential Scheme Policy.	Res : 203/2012/13	Mr Gopetse T J/ CFO	Yes		Policy adopted
8.2.	That Councillors should still peruse the Systems Delegation and make inputs.	Res : 204/2012/13	Municipal Manager / Mr Gopetse T J		No	Item still pending
23rd MAY 2013						
SALGA: UPPER LIMITS	<ul style="list-style-type: none"> That Council took note of the presentation. That SALGA should be invited to present on the upper- limits. 	Res : 205/2012/13	Municipal Manager/ Mr Gopetse T J			
5. Minutes	That Council adopted all previous without corrections.	Res : 206/ 2012/13	Mr Matsididi M A/ Speaker / Gopetse T J	Yes		Minutes were adopted.
7.1.1. Municipal Manager	That Council accepted the report on Youth Development Activities.	Res : 207/2012/13	Mr Sanane Bakang	Yes		Report presented and accepted.
7.1.2.	<ul style="list-style-type: none"> That the Joe Morolong Local Municipality no longer assists with indigent funerals That Councillors should 	Res : 208/2012/13	Ward Councillors /	Yes		Resolution taken.

	<p>convey the information to communities to that effect.</p> <ul style="list-style-type: none"> That Council accepted the report. 		Mrs Mabudi K/Mr Sanane Bakang			
7.2.1. Finance and IDP	That Council accepted the Capital Revenue and Expenditure report as at 31 st March 2013.	Res : 209/2012/13	CFO	Yes		Report accepted
7.2.2.	That Council accepted the Cash Book Report for the quarter ending 31 st March 2013.	Res : 210/2012/13	CFO	Yes		Report accepted
7.2.3.	That Council accepted the report on supply chain management regarding suppliers and service providers for the period ending 31 st March 2013.	Res : 211/2012/13	Mr Motlhanke Thabo/ CFO /Municipal Manager	Yes		Report accepted.
7.2.4.	That Council accepted the Joe Morolong Final Strategic Risk Register	Res : 212/2012/13	CFO/Municipal Manager	Yes		Risk Register accepted by Council.
8.1. HR AND ADMIN.	That Council accepted the Itinerary for Council and Committees meetings.	Res : 213/2012/13	Mr Gopetse T J / Speaker / Matsididi M A	Yes		Itinerary accepted by Council.
8.2.	That Council took note of the Wage Curve Dispute.	Res : 214/2012/13	Mr Gopetse T J/ Mr Segami Moagi / Municipal Manager	Yes		Council resolved
8.3.	That Council accepted the Reviewed Car Essential Policy.	Res : 215/2012/13	Mr Gopetse T J / Mr Segami Moagi / CFO	Yes		The reviewed policy was accepted by Council.
8.4.	That Council empowered the Municipal Manager to sign the Memorandum of Agreement with the Northern Cape Premier's Office for the equipping of the	Res : 216/2012/13	Municipal Manager			

	office at Vanzylsrus.					
8.5.	<ul style="list-style-type: none"> That Council accepted the Reviewed Organizational Structure. That the positions of Technical – Electricity , Project Manager and Budget Compliance Clerk should be included in the Structure. That the Budget for 2013/14 financial year should accommodate the new posts. 	Res : 217/2012/13	Mr Segami Moagi / Mr Gopetse T J	Yes		The Reviewed Structure was accepted by Council.
8.6.	<ul style="list-style-type: none"> That took note of the report on the Municipal Managers Forum. That all other Councillors should report on Forums they attend including SALGA working groups and MPAC 	Res : 218/2012/13				
9.1. INFRASTRUCTURE	<ul style="list-style-type: none"> That Council accepted the report on Technical Services Projects Progress Report. 	Res : 219/2012/13	Mr Tlhaole Shadrack	Yes		Report presented and accepted by Council.
9.2.	<ul style="list-style-type: none"> That Council accepted the report on Assmang Manganese Mine Operations 	Res : 230/2012/13	Mr Tlhaole Shadrack	Yes		Report accepted by Council.
9.3.	<ul style="list-style-type: none"> That Council accepted the report on Sishen Iron Ore Funded Projects. 	Res : 231/2012/13	Mr Thaole Shadrack	Yes		Report accepted by Council.
9.4.	<ul style="list-style-type: none"> That Council accepted the report on Accelerated Community Infrastructure Programme. 	Res : 132/2012/13	Mr Tlhaole Shadrack	Yes		Report accepted.

<p>9.5.</p>	<ul style="list-style-type: none"> That Council has granted permission to the administration to submit Business Plans for the following roads for approval : <ol style="list-style-type: none"> Padstow : upgrading of internal roads to interlocking paved roads. Laxey : Upgrading of gravel road to double seal and storm water management of roads in Laxey village. Gamokatedi : Gravelling of roads and storm water in Gamokatedi village. Battlemount : Gravelling of internal roads and storm water in Battlemount. Wyk 10 Gasehunelo : Gravelling of roads and storm water management in Wyk 10 Gasehunelo. Cassel : Upgrading of gravel roads to double seal and storm water management of roads in Cassel village. Segoaneng : Gravelling and storm water of roads in Segoaneng village. 	<p>Res : 133/2012/13</p>	<p>Mr Malola M G/</p>	<p>Yes</p>	<p>Resolution taken</p>
	<ol style="list-style-type: none"> Gamakgatle : Gravelling of roads and storm water in Gamakgatle village. Ntswelengwe : Gravelling of roads and 				

	<p>storm water management in Ncwelengwe village.</p> <p>10. Dithakong : Upgrading of access road to double seal and gravelling of internal roads and storm water management in Dithakong village.</p> <p>11. Molapotlase : Gravelling of roads and storm water in Mlapotlase village.</p> <p>12. Churchill and Esperanze : Upgrading of internal to concrete bloc paved roads.</p> <p>13. Makhubung : Upgrading of access road to concrete bloc paved road and gravelling of internal roads in Makhubung.</p>					
9.6.	<ul style="list-style-type: none"> • That the Motor Grader operations should be clear. • That hiring of Motor Grader should be done when Graders are in a Ward where its services are needed by then and that Ward Councillors should communicate the availability of Motor Grader with Communities. • That Council accept the Motor Grader Operations and Maintenance Report. 	Res : 234/2012/13	Mr Tlhaole Shadrack/ Ward Councillors			

9.7.	<ul style="list-style-type: none"> • That water should be a standing item in all Ward Committee meetings. • That the job cards should be developed and signed by complainants at different villages when the job has been done. • That water unit employees should be dispatched only if they have relevant tools for the job that is to be done at a particular place or area. • That diesel should be stored at the Chief or pump operator and the usage be verified by the operator , and members of the Ward Committee. • That the Speaker should include the setting-up of water Committees in her programme. 	Res : 235/2012/13				
9.8.	<ul style="list-style-type: none"> • That Council accepted the identified Socio – Economic Infrastructure Projects for implementation. 	Res : 236/2012/13	Mr Malola G M / Mr Tlhaole Shadrack	Yes		Resolution taken.
9.9.	<ul style="list-style-type: none"> • That Council accepted the National Treasury' Internship Programme. 	Res : 237/2012/13	Mr Segami Moagi / Mr Gopetse			
9.10.	<ul style="list-style-type: none"> • That Council accepted the report on United Manganese of Kalahari three year social and labour plan. 	Res : 238/2012/13	Mr Phiri KV	Yes		Resolution taken.
9.11.	<ul style="list-style-type: none"> • That Council took note of the letter of complaints from the Public Protector. • That Pensioners working as pump operators should be identified and a list be 	Res : 239/2012/13	Mr Malola /	Yes		Resolution

	compiled for presentation in the next council meeting.		Mrs Mabudi K			taken.
9.12.	<ul style="list-style-type: none"> That Council accepted the information on the transfer of Properties. 	Res : 240/2012/13	Mr Malola G M	Yes		Resolution taken.
9.13.	<ul style="list-style-type: none"> That Council accepted the report on Municipal Strategic –Self Assessment for 2012. 	Res : 241/2012/13	Municipal Manager/ Mr Tlhaole Shadrack			
9.14.	<ul style="list-style-type: none"> That Council accepted the information on Strategic Planning Workshop. 	Res : 242/2012/13	Mr Tlhaole G M			
9.15.	<ul style="list-style-type: none"> That the Council accepted the Action List : 23 + 1 DM report. 	Res : 243/2012/13	Mr Tlhaole Shadrack /Ms Joey Kampilu			
9.16.	<ul style="list-style-type: none"> That Council accepted the Third O & M subsidy transfer. 	Res : 244/2012/13	Mr Malola G M			
10.1. Planning and Development.	<ul style="list-style-type: none"> That Council accepted the Departmental quarterly reports for all Departments. That the Audit Committee should study the reports and make recommendations to Council. That the Department of Planning and Development should source funding for projects. That Council has noted but not accepted the report. 	Res : 245/2012/13				
10.2.	<ul style="list-style-type: none"> That community concerns should be raised in the next IDP Representatives Forum meeting. That Mr Phiri Kemothibile should write to all stakeholders for response 	Res : 246/2012/13	Mr Phiri K V			

	before the Forum meeting.					
10.3.	<ul style="list-style-type: none"> • That the report should be referred back. • That the report should be presented on challenges experienced at EPWP Projects sites and that EPWP employees should be engaged on challenges experienced by the Municipality. • That code of conduct should be developed for future projects. • That the principle of no work , no pay should apply. 	Res : 247/2012/13	Mr Phiri K V			
10.4.	<ul style="list-style-type: none"> • That Council accept the report on the role of Local Municipalities in the Comprehensive Rural Development Programme. 	Res : 248/2012/13	Mr Phiri K V			
10.5.	<ul style="list-style-type: none"> • That Council accepted the report on the Local Development Round Table Event. 	Res : 249/2012/13	Mr Phiri K V			
10.6.	<ul style="list-style-type: none"> • That research should be conducted on alternative methods to leasing for small holders at London Farm. • That Council accept the report on London Farm. 	Res : 250/2012/13	Mr Phiri K V			
10.7.	<ul style="list-style-type: none"> • That Council does not approve the request for a business site at Cassel village. • That parallel processes of consultation should be undertaken with both the 	Res : 251/2012/13	Mr Phiri / Municipal Manager			

	Department of Rural Development and Land Reform and Traditional Authorities.					
10.8.	<ul style="list-style-type: none"> That Council accepted the progress report on Tsineng and Ncwelengwe food plots. 	Res : 252/2012/13	Mr Phiri K V / Moitaletsi M S			
10.9.	<ul style="list-style-type: none"> That Council accepted the progress report on Manyeding Agricultural Cooperative. 	Res : 253/2012/13	Mr Phiri K V / Moitaletsi M S			
10.10.	<ul style="list-style-type: none"> That Council accepted the progress report on Vanzylsrus LED Projects. 	Res : 254/2012/13	Mr Phiri K V / Moitaletsi M S			
10.11.	<ul style="list-style-type: none"> That Council accepted the new model for an alternative project for Itsose Granite. 	Res : 255/2012/13	Mr Phiri K V / Moitaletsi M S			
Community Services						
11.1.	<ul style="list-style-type: none"> That Council condone the action taken by the Municipal Manager by placing application programme on Environmental protection. That the following villages should be proposed for listing in future applications : Loopeng, Madula Ranch , Vanzylsrus , Bothitong and Bendel 	Res : 256/2012/13	Mrs Mabudi K			
11.2.	<ul style="list-style-type: none"> That Council accepted the Northern Cape Premier's cemetery cleaning and maintenance report. 	Res : 257/2012/13	Mabudi K			
11.3.	<ul style="list-style-type: none"> That Council accepted the information on the John Taolo Gaetsewe District Municipality' integrated Waste Management Plan. 	Res : 258/2012/13	Mabudi K			

11.4.	<ul style="list-style-type: none"> That Council accepted the report on Churchill Cemetery Maintenance. 	Res : 259/2012/13	Mabudi K			
11.5.	<ul style="list-style-type: none"> That the Municipal Manager should facilitate the community consultation processes. That Mr Eugene Khokhong should assist with the compliance part of the process. That a common meeting should be convened with all mining houses to develop a long term plan. 	Res : 260/2012/13	Municipal Manager / Mr Khokhong /			
11.6.	<ul style="list-style-type: none"> That the Housing Database for Joe Morolong should be developed to assist in the beneficiary identification process. 	Res : 261/2012/13	Ms Joey Kampilu / Ms Mabudi K			
11.7.	<ul style="list-style-type: none"> That Council accepted the Electrification Projects Progress Report. 	Res : 262/2012/13	Ms Joey Kampilu / Ms Mabudi K			
ADDENDUM						
7.1.3.	<ul style="list-style-type: none"> That the Speaker should convene a meeting with Ward Councillors and Ward Committee Secretaries to discuss the report. That the itinerary for Ward Committee meetings should remain unchanged. That the Speaker should attend Ward Committee meetings at random. 	Res : 263/2012/13	Speaker / Ward Committee Coordinator/ Ward Councillors			

8.7.	<ul style="list-style-type: none"> That Council took note of the progress report on the matter relating to the unlawful occupation of Municipal Offices at Dithakong village. 	Res : 264/2012/13				
8.8.	<ul style="list-style-type: none"> That Council took note of Circular 1/2013 on the redetermination of Municipal Boundaries. 	Res : 265/2012/13				
8.9.	<ul style="list-style-type: none"> That Council accept the endorsement of the Provincial Plan with conditions set-out by the Minister which is to be signed by individual members of the Council and send to the National Treasury. 					
	<ul style="list-style-type: none"> 					

8.10.	<ul style="list-style-type: none"> That Council should establish a special committee to make findings on any breach of the Code of Conduct. That the Committee should be constituted of : Councillor Bloem (Gasegonyane Municipality) , Councillor Mochwari (John Taolo District Municipality) 	RES : 266/2012/13				
-------	--	-------------------	--	--	--	--

	<p>and the representative from SALGA (with legal background).</p> <ul style="list-style-type: none"> That the committee should make recommendations to Council. 					
8.11.	<ul style="list-style-type: none"> That Council accept Mrs Zimba' request for an extension of retirement period to 31st December 2013. 	Res : 267/2012/13	Speaker / Municipal Manager / Gopetse T J / Segami Moagi			
8.12.	<ul style="list-style-type: none"> That Council took note of Circular 1/2013 on the decentralization of Dispute Resolution Hearing in the Northern Cape. 	Res : 268/2012/13	Mr Gopetse T J/ Mr Segami Moagi			
8.13.	<ul style="list-style-type: none"> That Council took note of the John Taolo Gaetsewe District Municipality' Resolution Register. 	Res : 269/2012/13	Municipal Manager/ Mr Gopetse T J / Matsididi M A			

8.14.	<ul style="list-style-type: none"> That Council empowers the Municipal Manager to appoint or designate officials to serve as Commissioner of Oaths on behalf of the Municipality as envisaged by the Act. That subsequent to the finalization of the process , the commissioning of documents may resume. 	Res : 270/2012/13	Municipal Manager / Mr Eugene Khokhong / Mr Gopetse T J			
-------	---	----------------------	--	--	--	--

8.15.	<ul style="list-style-type: none"> That Council empowers the Municipal Administration to take responsibility of the process of applications for Liquor Licenses in the Joe Morolong Local Municipal Jurisdiction. That Traditional Leadership and communities must be informed about the processes to be followed in acquiring the liquor license. 	Res : 271/2012/13				
8.16.	<ul style="list-style-type: none"> That Council gave permission to the Municipal Manager to introduce the position of Record Management and to appoint for the position. That the post should be catered for in the Final Budget for the 2013/14. 	Res : 272/2012/13				
8.17.	<ul style="list-style-type: none"> That Council took note of the letter of concerns from Gamakgatle village. 	Res : 273/2012/13				
11.8.	<ul style="list-style-type: none"> That Council took note of the Community Works Programme Site Plan for Joe Morolong. 	Res : 274/2012/13				
Special Council 31st May 2013						
Appointment of Acting Speaker	<ul style="list-style-type: none"> That Council has appointed Councillor Mosiapoe Kabelo as the Acting Speaker. 	Res : 275/2012/13				
Application for Leave of Absence	<ul style="list-style-type: none"> Council noted that some Councillors : Selebalo Nora , Tihelo Masego and Mokgoje Tshegofatso were absent without leave. 	Res : 276/2012/13				
8.1.	<ul style="list-style-type: none"> That Kelemogile Sannah Ditshetelo should read the solemn Affirmation. That Council accepted Kelebogile Sannah Ditshetelo as a replacement for Councillor Molete Kebuseditswe Esther as an African National Congress PR Councillor. 	Res : 277/2012/13				
	<ul style="list-style-type: none"> That Council accepted the Reviewed IDP for 2013/14 financial year. That Council accepted the Top Layer 	Res : 278/2012/13				

7.1.1.	<p>SDBIP for 2013/14 financial year.</p> <ul style="list-style-type: none"> That the adopted copies be send to COGHSTA within 10 (ten) working days after the adoption date. 				
7.1.2.	<ul style="list-style-type: none"> That Council of Joe Morolong , acting in terms of Section 24 of the Municipal Finance Management Act : Act 56 of 2003 adopted the Final Annual Budget for 2013/14 financial year and two outer years as set-out in the core table contained in the bound budget document with effect from 1st July 2013 : <ul style="list-style-type: none"> ✓ Table A2 : Budget Financial Performance (expenditure by classification) ✓ Table A3: Budget Financial Performance (expenditure by Municipal vote) ✓ Table A4 : Budget by Financial Performance (Revenue by source) ✓ Table A5: Budgeted Capital Expenditure for both multi-year and single year appropriate by vote , standard classification and funding. The Council also , acting in terms of Section 75A of the Municipal Systems Act : Act 32 of 2000 , adopted with effect from 1st July 2013 : <ol style="list-style-type: none"> Tariffs for Property Rates , Electricity , Water Supply , Sanitation Services and Solid Waste Services and tariffs for other services. That Council of Joe Morolong approved cash backing implemented through the utilization of bulk services fees and portion of revenue generated from property rates to ensure cash backing for unspent conditional grants for effectiveness to 	Res : 279/2012/13	CFO/ Municipal Manager/		

	<p>the Municipal Budget as required by the legal prescripts , Section 8 of the Budget and Reporting Regulations.</p> <p>3. Policies approved along-side with the Budget :</p> <ul style="list-style-type: none"> a) Property Rates Policy b) Banking and Investment Policy c) Budget Policy d) Credit Control and Debt Collection Policy e) Fixed Assets Policy f) Indigent Policy g) Risk Management Policy h) Supply Management Policy i) Tariffs Policy j) Fruitless and Wasteful Expenditure Policy k) Cash Shortage Policy 					
--	--	--	--	--	--	--

ADMINISTRATIVE GOVERNANCE

The administration of the Municipality is headed by the Municipal Manager who is the Accounting Officer. He is responsible for the day to day running of the Municipality and to ensure that the decisions of Council are implemented. The broader responsibilities of the Municipality is to ensure that staff is clear on the Council's direction, and identifying gaps in service delivery and he has to monitor the progress of service delivery.

The administration is made up of the following departments and headed by Directors: Corporate Services, Community Services, Planning and Development, Technical Services and Financial Services.

All the departments have been working together to achieve our set objectives. Department of Corporate Services has been spearheading the smooth running of the institution through the leading of the adoption of policies, collective bargaining and employee development done through training.

The Municipality has adopted the IDP and SDBIP as guiding tools to monitor, evaluate performance. All the senior management posts have been filled and all senior managers have signed performance agreements which are a blueprint for the measurement of their performance against the set objectives.

During the year under review 5 senior management posts were all filled and there are no vacancies at this level.

TOP ADMINISTRATIVE STRUCTURE



Mr. TM Bloom

Municipal Manager

Tier 2



Mr. TJ Gopetse

Director: Corporate Services



Mrs. K Mabudi

Director: Community Services



Mr. T. Tlhaole

Director: Technical Services



Mrs. B. Motlhaping

Chief Financial Officer



Mr. KV Phiri

Director: Planning and Development

DIRECTORATE	MANAGER	NAME
Office of the Municipal Manager	Legal and Compliance	Mr. BE Khokhong
Financial Services	Manager: Budget	Mr. I Thamane
	Manager: Expenditure	Ms. M. Mokubung
	Manager: Income	Mr. V. Christie
	Manager: Supply Chain Management	Mr. T. Molaolwe
	Technical Services	Manager: PMU
	Manager: Water	Mr. K. Sithole
Corporate Services	Manager: Human Resources	Mr. S. Moagi
	Manager: IT	Mr. T. Molelekwa
	Manager: Fleet Management	Mr. Mphafi
Planning and Development	Manager: Tourism/LED	Vacant
	Manager: IDP/PMS	Mrs. MC Melokwe
	Senior LED Officer	Mr. Moitaletsi
Community Services	Manager: Housing	Ms J Kamphilu

INTERGOVERNMENTAL RELATIONS

Section 42 of the Constitution provides that all spheres of government must cooperate with one another in a mutual trust and good faith by establishing and providing for structures to promote intergovernmental relations.

The cooperation of all the spheres of government ensures the synergy and alignment of programmes and maximization of resources instead of working in silos which leads to the duplication of services and wasting of limited financial resources.

Joe Morolong Local Municipality is participating in both the national and provincial

PUBLIC ACCOUNTABILITY

Public participation is aimed at enhancing the relationship between the communities and their public representative. It is a tool that is used for the interaction and information sharing between the politicians and their respective communities.

Public participation also provides a platform for councilors to give feedback to the communities on the level of services rendered and whether or not we are on course in implementing our IDP.

Councilors utilize community meetings like ward committees and ward community meetings to account to their respective constituencies.

Public meetings

The Mayor had convened a series of meetings involving the community to participate in the planning, monitoring and budgeting processes. There were a total of 16 meetings during community consultation on IDP and budget.

IDP PARTICIPATION AND ALIGNMENT

IDP/Budget participation

The Municipal System Act states that the Municipality must have a five (5) year vision for the long-term development of the Municipality and development priorities, which must be aligned with national and provincial sectoral plans and priorities. The IDP and Service Delivery Budget Implementation Plan (SDBIP) are reviewed and adopted annually by council. Municipal Performance is measured through the SDBIP.

Annually the Municipality must base their performance against performance measure as clearly outlined in the SDBIP. The SDBIP includes the annual delivery agenda of the Municipality as it is spelt out in the IDP document.

The IDP Steering committee was not functional for the year under review.

The IDP Representative Forum has been functional with sister government departments

participating, government entities (e.g. Eskom and Sedibeng Water) and mines within our municipal jurisdiction. They have been reporting on the progress on the programme and projects that they are implementing in our municipal area. The participation of other government departments has not been satisfactory; especially the Department of Education who have never attend a single meeting despite invites being faxed, e-mailed and hand delivered.

IDP participation alignment criteria	Yes
Does the municipality have impact, outcome and output indicators?	Yes
Does the IDP have priorities, objectives, KPIs, development strategies?	Yes
Does the IDP have multi-year targets?	Yes (Infrastructure projects)
Are the above aligned and can be calculated in to a score?	Yes
Does the budget align directly to the KPIs in the strategic plan?	Yes
Does the IDP KPIs align to Section 57 Managers?	Yes
Does the IDP KPIs lead to functional area KPIs as per the SDBIP?	Yes
Does the IDP KPIs align with provincial KPIs on the 12 outcomes	No
Were the indicators communicated to the public?	Yes
Were the four quarter aligned reports submitted within the stipulated time frame?	Yes

WARD ADMINISTRATION

WARD COMMITTEES

14 of the 15 ward committees have been established. Only one wasn't established due to the volatile situation in the ward. Our ward committees were not functional for the better part of the financial year. They started to be functional in February 2013.

Ward committee were budget R300 000, 00 from the MSIG, for their out of pocket expense.

Nature and purpose of the meeting	Ward	Date of event	Number of participation municipal Councillors	Number of participation municipal Administrators	Number of community members attending	Dates and manner of feedback given to community
IDP/Budget community consultations	1	10 April 2012	5	1	70	
	2	11 April 2012	5	3	101	
	3	12 April 2012	3	3	71	
	4	13 April 2012	5	5	123	
	5	16 April 2012	2	5	125	
	6	17 April 2012	5	4	83	
	7	18 April 2012	6	6	97	
	8	19 April 2012	9	6	144	
	9	20 April 2012	5	5	121	
	10	23 April 2012	9	4	91	

	11	24 April 2012	7	5	60	
	12	25 April 2012	3	5	87	
	13	26 April 2012	7	4	93	
	14	27 April 2012	9	5	91	
	15	30 April 2012	11	4	122	

Our IDP/Budget community consultation meetings have been very effective as community members attended and wanted clarity on the services as indicated in the IDP document, and the spending budget of the budget thereof. This process assisted the municipality to provide services that are of utmost need and priority to the community. The challenge is the participation of other sector departments, as some of the issues raised did not fall within our mandate.

The information gathered during the IDP/Budget community consultation was used as a guide during the process of the finalization of the final IDP/Budget document. The information was taken into consideration when Council finally adopted the IDP and budget for the year under review.

CORPORATE GOVERNANCE

Joe Morolong Local Municipality has adopted specific policies, processes and implemented legislative requirements that ensure that it operates efficiently and effectively. Both the Council and the administration play a critical role in ensuring good corporate governance for the municipality.

Council takes decisions flowing from recommendations made by the administration on matters that seeks its consideration and decision. The advent of the Municipal Accounts Committee, Oversight Committee, Audit Committee and section 80 Committees all ensure that there is a focused oversight over the work performed by the administration. The accounting officer and executive management ensures that it complies with the principles of good governance and has improved its internal controls, procedures and processes.

Risk assessment and management

Joe Morolong Local Municipality regards risk management as a fundamental part of its operation which must be addressed appropriately for an organization to be successful. Risks are part of doing business and by having procedures in place to deal with them, does make a difference on their impact.

The purpose of risk management is to identify and assess possible risks, to identify control mechanisms which will be used to mitigate, reduce, transfer and eliminate such risks and then take steps to implement control mechanisms. The risk management process provides a rational basis for better decisions making in regards to all risks and plan. The first factor of importance of risk management is the proper identification of all risks. This step must be done accurately and rigorously. The next step involves the determination of the impact and probability of each identified risk.

The better the risks are dealt with, the less of a financial burden they will cause an organization to bare. The following were the top 5(five) risks identified by the risk assessment process:

- Inadequate management and information system.
- Inability to generate revenue.
- Non-compliance to legislation.
- Poor management involvement
- Possible Audit Disclaimer and poor performance management system.

After identifying these risks, proper internal controls have been developed to ensure that the risks are mitigated

Anti-corruption and fraud

A medium to strong internal control system exists in the municipality for the purpose of curbing irregular and corrupt activities.

The Internal Control System is made up of the following components:

Risk Management: Though the process still needs to be completed, steps are taken to identify, assess and mitigate risks.

Control activities: Strong control activities are applied in the day to day running and operating of the municipality. These involve the separation of incompatible functions (segregation of duties); isolation of responsibility, policies and procedures, etc.

Monitoring programs: This is achieved through adequate approval and authorization procedures. The municipality also has an effective Internal Audit unit which assesses the adequacy and efficiency of controls.

Information and communication: This relates to the procedures and records established for the purpose of initiating, recording, processing and reporting on information.

Control Environment: Management of FBDM has established and maintained a strong sense of internal control and are perceived to be leaders and ambassadors of good internal controls.

In trying to deter fraud within the municipality, the following key functions, committees and processes have been put in place for the purpose of deterring fraud within the municipality:

- Existence of the Internal Audit Unit - Internal Auditors plays a variety of reviewing, consulting, assurance, advisory and investigative roles, in the municipality's fraud management process.

- Existence of the Audit Committee – The Audit Committee of the Municipality plays an oversight role of reviewing and advising the Accounting Officer and Council on the adequacy, effectiveness and the efficiency of risk management processes, internal control systems as well as the reliability and integrity of both financial and non-financial information.
- Existence of Municipal Public Accounts Committee (MPAC)
- Control Activities that are put in place to prevent, detect and deter fraud include:
 - Division of duties
 - Exclusion of politicians from procurement processes.
 - Audit Committee members that are non-politicians and non-municipal officials.

Joe Morolong Local Municipality approved the Anti- Fraud and Corruption policy and plan in 2013 and it clearly stipulates that fraud, corruption, theft, mal-administration or any other dishonest activities of a similar nature will not be tolerated.

In addition, these will be investigated and followed up by the application of all remedies available within the full extent of the law.

Joe Morolong Local Municipality also has an obligation in terms of the Prevention and Combating of Corrupt Activities Act no 12 of 2004, to report all instances of criminal record to the appropriate authorities. Such criminal activities include, corruption, fraud, theft, extortion, forgery and uttering where the value exceeds R100 000.00 to the South African Police Service.

As per policy, the municipality will however not only report matters in terms of the above obligation, but will report all criminal conduct irrespective of the value/ materiality involved.

Supply Chain Management

The municipality developed SCM Policy which was adopted and reviewed by council on 31 May 2012. An SCM unit was established to implement the policy.

Demand management

- In order to ensure that the resources required to support the strategic and operational commitments of the municipality are delivered at the correct time, at the right price and at the right location, and that the quantity and quality satisfy needs, an effective system of demand management must be developed which includes planning.
- A system description was also developed where in a need for the procurement of goods and/or service is identified. The memo requesting approval from the accounting officer will be signed and quotations sourced from registered suppliers on the database.
- purchase and store requisition form has been developed and implemented to ensure timely planning and management processes to ensure that all goods and services required by the municipality are quantified, budgeted for and timely and effectively delivered at the right locations and at the critical delivery dates, and are of the appropriate quality and quantity at a fair cost;
- specification committee has been approved by the Municipal Manager to provide for the compilation of the required specifications to ensure that its needs are met;
- a supplier database form has been develop and implemented.

Acquisition management

- A purchase order is generated on Sebata FMS system for the goods and services. The order is approved by the relevant authority and handed over to the supplier.
- The system made a provision that expenditure on goods and services is incurred in terms of an approved budget in terms of section 15 of the Act. The system has a pop up message when the prorated budget on the vote is overspent and ultimately blocks further expenditure when the entire budget is overspent.
- the appointment of the bid evaluation committee and bid adjudication committee ensure that bid documentation, evaluation and adjudication criteria, and general conditions of a contract, are in accordance with any applicable legislation;

Logistics management

- Bid committees are appointed to ensure that bid are in accordance with any applicable legislation;
- A central store will be established where all inventory for the municipality will be kept and managed. Every procurement and issuing of store items will be done centrally and through Sebata FMS. This will assist the municipality in proper monitoring of the inventory and adequate audit records for audit purpose.
- The current situation is the store caters only Technical Department inventory items. Inventory items are coded for easy monitoring.

Disposal management

- An effective system of disposal management for the disposal or letting of assets, including unserviceable, redundant or obsolete assets, subject to sections 14 and 90 of the Act is in place.

The Supply Chain Management policy complies with the prescribed framework as set out in section 12 of the MFMA.

The municipal SCM policy is reviewed annually to ensure compliance to the amendments to the SCM Regulations 2005 with relevance to the new BBBEE contribution levels

No councillors of any committee handling SCM processes. All members on the bid committees are senior officials appointed in writing by the Accounting Officer.

All officials who serve in the respective bid committees are appointed in writing by the Accounting Officer.

Unlike before, the Municipal Manager no longer sits with the adjudication committee and this ensures clear separation of functions in the supply chain processes.

Competency levels of officials involved in the supply chain process

Sections 83, 107 and 119 of the MFMA require officials to meet prescribed competency levels in financial and supply chain management. The minimum competency guidelines of NT prescribe that only the Heads of SCM Units and SCM senior managers must meet the required competencies.

The Municipal Manager was appointed on 01 February 2012 and has 18 months to complete her minimum competency requirements. Other five section 56 managers will be completing their minimum competency to comply with the regulations by end May 2014.

The SCM Manager has prior learning NQF 5 (National Diploma), and he is currently attending the Municipal Finance Management Programme.

BY-LAWS

By-law	Department
By- law for Water	Technical Services
By-law for Environment	Community Services
By-law for Cemeteries	
By-law for Building Control	

By-law for Tariffs	Finance Services
By-law for Debt Collection	

WEBSITE

Municipal Website: Content and currency of material		
Documents published on the Municipality's Website	Yes	Publishing date
Current annual and adjustment budgets and all budget-related documents	No	
All current budget related policies	No	
The previous annual report	Yes	24 February 2013
All current performance agreement as required by section 57 (1) (b) of the Municipal Systems Act and resulting scorecards	No	
All service delivery agreements	No	
All long-term borrowing contracts	No	
All the supply chain management contracts above a prescribed value (give the value)	No	
An information statement containing a list of assets over a prescribe value that have been disposed of in terms of section 14 (2) or (4) during 2012/13	No	
Contract agreed 2012/13 to which section 33 apply, subject to subsection (3) of that section	Yes	
Public-private partnership agreements referred to in section 120 made in 2012/13	No	

All quarterly reports tabled in Council in terms of section 52 (d) during 2012/13	No	
---	-----------	--

Our website was launched during the year under review and its active, its address is www.joemorolong.gov.za, and it had 300 visitors since its establishment.

The website has the address, contact details, names and photographs of councilors, names and photographs of senior managers. It also has the Municipal policies, by laws, vacancies, tenders, municipal structure, IDP, Budget and annual report documents.

PUBIC SATISFACTION ON MUNICIPAL SERVICES

No public satisfaction survey was undertaken during the year under review.

CHAPTER 3

SERVICE DELIVERY PERFORMANCE (PERFORMANCE REPORT PART 1)

The Joe Morolong Local Municipality has focused on its priority areas and channeled a lot of our budget to provision of quality water.

Performance of each department was assessed through the submission of quarterly reports, which clearly addressed how services were being rendered.

BASIC SERVICES

We pride ourselves in being able to provide water by replacing tanks and engines in 27 villages, and Construction and or maintenance of water schemes at Kortnight, Klein-Neira, Maipeng – phase 2 and Mokala- wa-noga. We were able to maintain and upgrade water networks at Vanzylsrus and Tlapeng. We constructed Pit Latrines in 27 villages.

Water Provision

Water Supply Demand Sedibeng Water Role

Year end	Total households(including formal and informal settlement)	Households in formal settlement	Percentage of HHs in formal settlements
2009/10	6371	536	8.4
2010/11	7101	553	7.7
2011/12	7234	626	8.6
2012/13	8196	714	8.7

Total Use of Water by Sector (cubic meters)					
2011/12	Agriculture	Mining 350296	Domestic 108363	Industry/Govt depts. 1263	Unaccountable water losses 11031
2012/13		344480	114335	1345	10162

Comments on water use by sector

Two business plans were submitted to MIG for the following villages:

Klein Neira

Adderley

Mosenkeng

And the other one was for

Makgaladi

Wateraar

Motlhoeng

Radiatsongwa

MWIG business plan for Kiangkop, Motlhoeng and Wateraar will be discussed on the 24th January 2014

Comments on sanitation sector

A business plan was submitted to MIG for various villages in order to address the backlog of 5 300. RBPAC to discuss the approval on the 24th January 2014

Employees: Water services				
Job level	Employee no.	Posts no.	Vacancies no.	Vacancies (as % of total posts)
0 – 3	18	33	15	45
4 – 6	13	23	10	43
7 – 9	10	16	6	60
10 – 12	2	6	4	67
13 – 15	1	1	0	0
16 – 18	0	0	0	0
19 – 20	0	0	0	0

Manager: Water Unit started in the employ of the municipality during the last quarter of the financial year.

WASTE WATER (SANITATION) PROVISION

Access to sanitation

Type	No.
Flush toilets (connection to sewerage)	695
Flush toilets (with septic tank)	0
Chemical toilet	0
Pit toilet (ventilated)	3861
Other toilet provisions(above min. service)	0
Bucket toilet	0
No toilet provisions	4335

Employees: Sanitation services

Job level	Employee no.	Posts no.	Vacancies no.	Vacancies (as % of total posts)
0 – 3	19	34	15	45
4 – 6	17	29	12	41
7 – 9	10	16	6	60
10 – 12	3	13	10	77
13 – 15	2	2	0	0
16 – 18	0	0	0	0
19 – 20	0	0	0	0

ELECTRICITY

Total number of houses with Electricity

Employees: Electricity

Job level	Employee no.	Posts no.	Vacancies no.	Vacancies (as % of total posts)
0 – 3				
4 – 6				
7 – 9				
10 – 12	1	1	0	0
13 – 15				
16 – 18				

19 – 20				
Total Employees: Technical Services				
Job level	Employee no.	Posts no.	Vacancies no.	Vacancies (as % of total posts)
0 – 3	19	34	15	45
4 – 6	17	29	12	41
7 – 9	10	16	6	60
10 – 12	3	13	10	77
13 – 15	2	2	0	0
16 – 18	0	0	0	0
19 – 20	0	0	0	0

WASTE MANAGEMENT (REFUSE REMOVAL)

Total number of houses in which we collected refuse (Holtazel and Vanzylsrus)

NB: The municipality is rendering a contracted service at Hotazel and for VaNzylsrus refuse is collected by general workers under the Technical department.

Employees: Waste Management				
Job level	Employee no.	Posts no.	Vacancies no.	Vacancies (as % of total posts)
0 – 3	-	T3	5	-
4 – 6				

7 – 9				
10 – 12				
13 – 15				
16 – 18				
19 – 20				

Employees: Housing

Job level	Employee no.	Posts no.	Vacancies no.	Vacancies (as % of total posts)
0 – 3				
4 – 6				
7 – 9				
10 – 12	1	1	-	-
13 – 15	1	1	-	-
16 – 18				
19 – 20				

FREE BASIC SERVICES AND INDIGENT REPORT

Free Basic Services to Low income Households									
Number of households									
Households earning less than R1 100, 00 per month									
Total	Free basic water			Free basic sanitation		Free basic electricity		Free basic refuse	
	Total	Access	%	Access	%	Access	%	Access	%
2012/13	21766	21766	100%	2901	11%	8196	30%	21853	93%

ROAD TRANSPORT

3.7 ROADS

Introduction to roads

Gravel Road Infrastructure (in Kilometers)				
	Total gravel roads	New gravel roads constructed	Gravel roads upgraded to tar	Gravel roads graded/maintained
2010/11	372	0	14	591
2011/12	302	0	19	602
2012/13	442	0	21	618

Tarred Road Infrastructure (in Kilometers)					
	Total tarred roads	New tar roads	Existing tar roads re-tarred	Existing tar roads re-sheeted	Tar roads maintained
2010/11	39	10	0	0	0
2011/12	38	8	0	0	0
2012/13	39	12	0	0	0

Cost of construction or maintenance (R'00)						
Gravel				Tar		
	New	Gravel-tar	Maintained	New	Reworked	Maintained
2012/13	0	0	151 347	11 500 568.00	0	0

Employees: Road Services				
Job level	Employee no.	Posts no.	Vacancies no.	Vacancies (as % of total posts)
0 – 3				
4 – 6	2	2	0	0
7 – 9				
10 – 12				
13 – 15				
16 – 18				

19 – 20				
---------	--	--	--	--

TECHINICAL SERVICES DEPARTMENT: PERFORMANCE REPORT

GFS Function: Water and sanitation

IDP Objective	Key Performance Indicator	Output Indicator	Unit of measurement	Annual Target	Actual performance	Reason for deviation and remedial actions
Construction / Upgrading of bulk water infrastructure	Provision of bulk water in Heuningvlei - phase 1	Bulk water phase 1 completed	1 Practical completion certificate for work on bulk water scheme	1	1 Practical certificate completion	n/a

	Provision of bulk water in Heuningvlei - phase 2 (a)	Bulk water phase 2 completed	1 Practical completion certificate for work on bulk water scheme	1	Project is at 25% progress, so it was not completed	It's a multi-year project, and the construction was slow due to contractual and surveying difficulties. Contractor has increased the workforce to fast-track the project. There is a R23m shortfall for this financial year
--	--	------------------------------	--	---	---	---

Construction / Upgrading of water schemes	Water Supply Augmentation to the following villages: <ul style="list-style-type: none"> • Kortnight - Phase 2 • Mokala wa Noga • Ga-Rapoane • Gatswinyane • Kikahela 1&2 • Maipeng • Kokonye • Niks • Gakhoe 	9 Villages supplied with basic water	9 Villages supplied with basic water	9	Only 8 out of 9 were achieved. Maipeng phase 2: 99% Kortnight phase 2:99% Garapoane : 70% done Gatswinya ne: 80% Kikahela 1 & 2: 55% Niks:90% Kokonye: 90% Mokala wa noga: 100%.	Gakhoe was not achieved due to the limitation of the MIG allocation. All these projects were multi-year and the construction was slow due to contractual and surveying difficulties. Contractor has increased the workforce to fast- track the project.
---	---	---	---	---	--	---

<p>To upgrade and maintain water networks in all affected areas (100% according to Council approved schedule and ACIP approved budget) of Joe Morolong Local Municipality throughout the 2012/2013 financial year</p>	<p>Replacing tanks, engines and engine basis for the Joe Morolong water schemes</p>	<p>Supply of reliable basic water</p>	<p>Practical completion certificate obtained once 23 villages are done</p>	<p>Replace ment of tanks and engines for Joe Morolon g water scheme in 23 villages.</p>	<p>Tanks and engines for Joe Morolong water scheme in 23 villages were replaced.</p>	<p>Shortfall of R3, 6m on the original scope of work. The scope of work has been revised to fit within the available budget</p>
---	---	---------------------------------------	--	---	--	---

<p>To upgrade and maintain water networks in all affected areas (100% according to Council approved schedule and ACIP approved budget) of Joe Morolong Local Municipality throughout the 2012/2013 financial year</p>	<p>water augmentation to: Klein Neira Bendel Vanzylsrus Tlapeng</p>	<p>Supply of reliable basic water</p>	<p>4 practical completion certificate obtained once each village is done</p>	<p>4</p>	<p>Klein Neira – 100% Bendel – 70% Van Zylsrus – 100% Tlapeng – 100%</p>	<p>Progress in Bendel was very slow and discussions were held with the contractor to remedy the situation</p>
---	---	---------------------------------------	--	----------	--	---

To report on general operations and maintenance of water networks in all the affected areas of Joe Morolong Local Municipality throughout the 2012/2013 financial year	Preparing and submitting a quarterly operations and maintenance plan to Council	Informed Council	A Council approved quarterly report	4	4 Quarterly reports were submitted and approved	n/a
--	---	------------------	-------------------------------------	---	---	-----

To ensure that the Water Services Development Plan of Joe Morolong is reviewed and approved by Council	to review and approve the WSDP	Reviewed and approved WSDP	An approved WSDP	1	WSDP was not reviewed.	the existing WSDP expired in 2011, and the process started late for the development of the new WSDP in consultation with MISA and DWA
To pursue the eradication of the sanitation backlog through the erection of ventilated pit Latrines in 2012/13	Construction of Ventilated Pit Latrines in identified areas	Ventilated Pit Latrines constructed in 7 villages	A practical completion certificate per village	7	Ventilated Pit Latrines were completed in 7 villages	n/a

TRANSPORT (INLCUDING VEHICLE LICENCING

Our municipality does not have a transport services

WASTE WATER (STORM WATER DRAINAGE)

Due to the rural nature of our municipality, currently do not have storm water drainage.

PLANNING AND DEVELOPMENT DEPARTMENT

Local Economic Development (LED)

We have not performed well in the area of economic development and stimulating economic growth in our municipal area. This is mainly caused by the community believing that economic development, SMME development is the sole responsibility of the municipality.

In the year under review we have Training for SMMEs was done and it was on National and Provincial (NC) Contractor Develop, CIDP, Tendering and Procurement processes of our municipality.

IDP Process

There was a thorough IDP consultation and community needs were taken into consideration during the drafting of the IDP/Budget process.

Performance Management System

The development of a Performance Management System (PMS) is in terms of Chapter 6 of the Municipal Systems Act (32 of 2000). It is an extensive process, which ensures that as a municipality we comply with legislative requirement.

PMS policy was adopted by Council during the year under review in order. Performance management is a system that is intended to manage and monitor service delivery progress against the set objectives.

During the year under review it was difficult for the internal audit to monitor, measure and review priorities and objectives against key performance indicator and targets in the absence of a Manager: IDP/PMS. The manager was subsequently employed during the last quarter of the financial year.

Challenges

Signed performance agreements of senior did not have the performance plan

Employees: Planning Services				
Job level	Employee no.	Posts no.	Vacancies no.	Vacancies (as % of total posts)
0 – 3	1	1	0	
4 – 6				
7 – 9	1	1	0	
10 – 12				

13 – 15	1	1	0	
16 – 18				
19 – 20				

We are unable to provide adequate information on the portfolio of evidence on a quarterly basis

Our organizational structure doesn't commensurate with its resource

There is a challenge of late submission of quarterly reports

No quarterly reviews were conducted

LOCAL ECONOMIC DEVELOPMENT (INCLUDING TOURISM AND MARKET PLACES)

Economic activity by Sector			
Sector	2010/11	2011/12	2012/13

Agric, forestry and fishing

• Dijo di mo mmung food plot		R400,000.00	Once off
• Ncwaneng food plot			
• Maiteko dipudi		R400,000.00	Once off
• Madi a dikgomo cattle farming			
• Maphiniki cattle farming		R84,000.00	Once off
• Baikokonyi foodplot	R63,000.00	Once off	Once off
• Bo mme dirang foodplot			
• Batlharo Agricultural cooperative	R15,000.00	Once off	Once off
• Mosilabele Garden	R15,000.00	Once off	Once off
• Galotlhare foodplot	R46,000.00	Once off	Once off
• Glen red poultry			
• Sefata poultry	R15,000.00	Once off	R46,000.00
• Itekeleng poultry			
• Business plans for four agricultural cooperative	R38,000.00	Once off	Once off
• Loopeng agricultural coop	R33,636.66	Once off	Once off
• Blt layer Agricultural cooperative	R33,636.66	Once off	Once off
• Everton foodplot	R33,636.66	Once off	Once off
	R38,000.00	Once off	Once off

• Laxey fruit and vege cooperative	JOE MOROLONG LOCAL MUNICIPALITY	Once off	Page 136
------------------------------------	--	-----------------	-----------------

• Dikhing foodplot

Mining and quarrying			
<ul style="list-style-type: none"> Ba-Ga-Phadima sand mining cooperative 	R6,000,000.00	Once off	Once off
<ul style="list-style-type: none"> Dithakong sand mining 		R1,000,000.00	R0
<ul style="list-style-type: none"> Batho phutanang mining coop 	R136,000.00	Once off	Once off
	R9,500.00		
Wholesale and retail trade			
<ul style="list-style-type: none"> Moshaweng lec cooperative 			
<ul style="list-style-type: none"> Laxey bakery 	R15,000.00	R0	R0
	R0	R36,000.00	R0

Economic employment by Sector

Sector	2010/11	2011/12	2012/13
---------------	----------------	----------------	----------------

Agric, forestry and fishing			
• Dijo di mo mmung food plot	6	Same	Same
• Ncwaneng food plot	5	Same	Same
• Maiteko dipudi	2	Same	Same
• Madi a dikgomo cattle farming	2	Same	Same
• Maphiniki cattle farming	2	Same	Same
• Baikokonyi foodplot	10	Same	Same
• Bo mme dirang foodplot	5	Same	Sam
• Batlharo Agricultural cooperative	1	Same	Same
• Mosilabele Garden	4	Same	Same
• Galotlhare foodplot	6	Same	Same
• Glen red poultry	0	Same	Same
• Sefata poultry	0	Same	Same
• Itekeleng poultry	0	Same	Same
• Loopeng agricultural coop	5	Same	Same
• Bit layer Agricultural cooperative	5	Same	Same
• Everton foodplot			

Mining and quarrying			
<ul style="list-style-type: none"> Ba-Ga-Phadima sand mining cooperative 	15	Same	Same
<ul style="list-style-type: none"> Dithakong sand mining 	0	Same	Same
<ul style="list-style-type: none"> Batho phutanang mining coop 	0	same	same
Wholesale and retail trade			
<ul style="list-style-type: none"> Moshaweng lec cooperative 	4	Same	Same
<ul style="list-style-type: none"> Laxey bakery 	3	same	same

Comment on local job opportunities

The municipality has been creating job opportunities through poverty alleviation projects, income generating projects and infrastructure projects. Heads of departments have been committed on ensuring that labour intensive model is used as frequent as possible on municipal projects.

Jobs created during the 2012/13 by LED initiatives (excluding EPWP projects)				
Total jobs created	Jobs created (no.)	Jobs lost/displaced by other initiatives (no.)	Net total jobs created in year (no.)	Method of validating jobs created/lost
Total (all initiatives)				
2010/11	20	0		
2011/12	63	0		
2012/13	36	0		
Initiative A (year 2012/13)	LED Strategy			

Initiative (2012/13	B	Upgrading of livestock farming			
Initiative (2012/13	C	Development of tourism destinations in municipal jurisdiction			

Job creation through EPWP projects

Details	EPWP Project (no.)	Jobs created through EPWP projects (no.)
2010/2011	304	Same
2011/12	608	Same
2012/13	652	Same

Employees: Local Economic Development Services

Job level	Employee no.	Posts no.	Vacancies no.	Vacancies (as % of total posts)
0 – 3	1	1	-	
4 – 6				

7 – 9	4	5	1	
10 – 12				
13 – 15				
16 – 18				
19 – 20				

PLANNING AND DEVELOPMENT DEPARTMENT: PERFORMANCE REPORT

GFS Function: Executive and Council; Sub-function LED

IDP Objective	Key Performance Indicator	Output Indicator	Unit of measurement	Annual Target	Actual performance	Reason for deviation and remedial actions
Reduce unemployment rate and stimulate	Establishment of Cooperatives	Established cooperatives	Number of registered cooperatives	8	None	There was no enough capacity to execute

economic growth	Facilitate training for SMMEs through SEDA	Facilitate training for SMMEs	Number of training provided to SMME's	12	<p>Training for SMMEs was done.</p> <p>Training held on the 08th May 2013. Training was on National and Provincial (NC)</p> <p>Contractor Develop, CIDP, Tendering and Procurement processes of JMLM and Sector Departments</p> <p>.</p>	Only one was done, the rest was not done as a result of insufficient capacity at SEDA to assist the municipality. This training was coordinated by the municipality.
-----------------	--	-------------------------------	---------------------------------------	----	--	--

	Provide assistance to SMMEs through SEDA for the development of business plans	Number of business plans developed for SMME's		8	Nothing was achieved, the only thing that SEDA assisted with was the development of HR packs for SMMEs	There was no capacity to develop business plans and SEDA also couldn't develop any business plan for JMLM despite several requests submitted to them
	Development of a business plan for the construction of first phase for Kiang kop cultural village	Development of a business plan	Number of business plans developed	1	Business plan has been developed Preliminary designs are available	n/a

IDP Objective	Key Performance Indicator	Output Indicator	Unit of measurement	Annual Target	Actual performance	Reason for deviation and remedial actions
Reduce unemployment rate and stimulate economic growth	Reduce the unemployment rate through eradication of alien species	Projects implemented within the strategy	Number of jobs created	300	652 temporary work opportunities were created, going beyond the target of 300	n/a
	LED strategy implemented as per identified sector	Projects implemented within the strategy	Number of LED projects implemented within the strategy		<p>Itsoso Granite Cooperative has been offered an opportunity for waste management in the mining industry (Tshipi e Ntle) as part of the social and labour plan</p> <p>Two projects for livestock farming were funded for purchasing of materials and equipments, Maphinick and Loopeng.</p> <p>The following projects were also implemented during the year:</p> <p>Moshaweng Ernegy Centre</p> <p>Itireleng Fencing Project</p> <p>Dirang Basadi Food garden</p> <p>Iketletso food plot</p> <p>Tlhabologang brick</p>	n/a

					making project Kalagola craft and pottery project And 676 temporary job opportunities were created through EPWP under the Pro-Poor approach in the LED Strategy	
	Purchasing of departmental vehicles	Departmental vehicles bought	Number of vehicles bought	2	2 vehicles purchased	n/a
	Construction of Kiang Kop Cultural village	Cultural village built	Number of chalets and conference Centre to be constructed	1	Nothing was achieved	The budget was not sufficient to start with construction
Review of departmental budget and inputs	Staff in department is aware of departmental budget	Departmental staff being aware of the departmental budget		1	In one Departmental meeting that was held in the first quarter budget was discussed	n/a

IDP Objective	Key Performance Indicator	Output Indicator	Unit of measurement	Annual Target	Actual performance	Reason for deviation and remedial actions
---------------	---------------------------	------------------	---------------------	---------------	--------------------	---

<p>To review and maintain an operational municipal performance management system during the 2012/13 FY measured in terms of the following: Review of PMS policy, Approval of the Municipal Top Layer SDBIP; Finalization of Departmental SDBIPs; Review of the Performance Plans of section 57 managers; Finalization of the Mid-Year Budget and Performance Report.</p>	<p>Review of PMS policy</p>	<p>Review of PMS policy</p>	<p>Reviewed policy</p>	<p>1</p>	<p>Policy was not reviewed</p>	<p>It did not warrant any review</p>
---	-----------------------------	-----------------------------	------------------------	----------	--------------------------------	--------------------------------------

	Approval of the Municipal Top Layer SDBIP	Approved Top Layer SDBIP	Approved Top layer SDBIP	1	SDBIP was approved by Council	n/a
	Finalization of the Departmental SDBIPs	Final documents of technical SDBIP	Finalised technical SDBIP	5	All 5 departmental SDBIPs were developed	n/a
	Review of the Performance Plans of Section 56 managers	Performance plans reviewed	Reviewed performance plans	5	Performance plans for 4 section 56 managers and the municipal manager were reviewed and performance contracts were also signed, except for technical department	Technical manager was not appointed at the time of reviewing and signing of performance plans

IDP Objective	Key Performance Indicator	Output Indicator	Unit of measurement	Annual Target	Actual performance	Reason for deviation and remedial actions
Review of the Performance Plans of Section 56 managers	Performance plans reviewed	Reviewed performance plans	Number of reviewed performance plans	6	Performance plans for section 56 managers and the municipal manager were reviewed and performance contracts were also signed	n/a
	Submission of quarterly and mid-year budget and performance reports by all section 56 managers	Submission of quarterly report and mid-year report	Number of submitted quarterly and mid-year report	4	Quarterly reports and mid-year reports were submitted to Council	n/a
Finalization of the Annual Performance Reports; Finalization of the	Finalization of the Annual Performance Report	Final annual performance report	Number of performance reports submitted	1	The report was done and submitted to Council and Treasury	n/a

Oversight Report; and Annual evaluations of the performance of section 57 mangers	Finalization of the Oversight Report	Finalized oversight report	Number of finalized oversight report	1	Not achieved	Audited financial reports received late
	Annual evaluations of the performance of section 57 managers	Evaluations of performance for section 57 managers	Number of annual evaluations done	5	Evaluation was not done	There was not enough capacity, position of the PMS manager was vacant

COMMUNITY SERVICES DEPARTMENT

Employees: Community Services				
Job level	Employee no.	Posts no.	Vacancies no.	Vacancies (as % of total posts)
0 – 3	11	23	12	
4 – 6	3	7	4	
7 – 9	0	0	0	
10 – 12	4	4	0	
13 – 15	1	1	0	
16 – 18				
19 – 20				

CEMETERIES

The municipality didn't provide cemetery service during the year under reviewed, they were upgraded, cleaned, fenced and built toilets. This was implemented through the EPWP Programme.

COMMUNITY SERVICES DEPARTMENT: PERFORMANCE REPORT

GFS Function: Health

IDP Objective	Key Performance Indicator	Output Indicator	Unit of measurement	Annual Target	Actual performance	Reason for deviation and remedial actions
To conduct 4 environment awareness campaigns during the 2012/13 financial year	Environment awareness through awareness campaigns	environment awareness campaigns	Number of awareness campaigns	4	5 environmental awareness campaigns were held at Ditharapeng, Ncwelengwe, Pepsi, Camden Vanzylsrus	n/a

					Arbor week celebration was held at Kleinera	n/a
					Fire awareness campaigns were held at Heuningvlei and Maipeing	n/a

GFS: Public safety

IDP Objective	Key Performance Indicator	Output Indicator	Unit of measurement	Annual Target	Actual performance	Reason for deviation and remedial actions
To effectively manage disasters and the prevention thereof on an agency basis throughout the 2012/13 financial year; as measured in terms of the availability of essential firefighting equipment in all (100%) of municipal wards	Availability of fire-fighting equipment	Disaster management support and coordination	Percentage of municipal wards with access to firefighting equipment	100%	Veld fires were only reported and combated in 28 villages	
Construction of the Gadiboe and Khankhudung Community Halls maintain existing community halls according to budget capacity and SDBIP targets (target date: closing of the 2012/13 financial year)	Finalization of the Gadiboe & Khankhudung Community Hall	Well maintained community facilities	Number of additional community halls finalized	2	Construction of 2 Community halls were completed	n/a

Construction of fencing for two cemeteries per Ward	Construction of new Cemeteries	Construction of cemeteries	Number of cemeteries constructed	10 cemeteries	Consultations for four villages have been done and out of 10 only one has been completed (Motolwaneng)	Due to restructuring process nine cemeteries could not be constructed.
Construction of Sports facility	Finalization of construction of Sports facility	Construction of Sports facility	Number of Sports facilities constructed	1	Construction of 1 sports facility was completed in the second quarter	n/a
Maintenance of recreational facilities	Maintenance of Sports field and community halls	Well maintained recreational facilities	Number of maintained recreational facilities	3 sports field maintained	Replacement of water tank at Maphiniki Sports field was done and Laxey, Maphiniki and Dithakong sportsfield have been greenified	
Waste management	To Collect refuse from Hotazel and Vanzylsrus	Refuse Collection from Hotazel and Vanzylsrus	Number of households serviced	354 household serviced	Refuse were collected in 354 household for the financial year.	n/a
Library services	To ensure monitoring of community libraries	Libraries Monitored	Number of monitoring done	2 libraries monitored	Monitoring was done in Logaganeng Libraries.	Cassel Library was burnt due to protests.

IDP Objective	Key Performance Indicator	Output Indicator	Unit of measurement	Annual Target	Actual performance	Reason for deviation and remedial actions
Departmental meetings	To ensure functionality of department	Monthly meetings held	Number of monthly meetings held	12 meetings	10 meetings took place	
Construction of low cost housing 280	Construction of low cost houses	Availability of houses	Number of houses constructed	280 low cost houses	32 houses were completed	The contractor was very slow, a meeting was held between the municipality, COGHSTA and the contractors to try and resolve this situation
Establishment of Traffic Unit	Establishment of Traffic Unit	Established traffic Unit	Percentage testing station		Consultative meeting with Department of Roads and Traffic in the first quarter	n/a
					Registration of driving testing Centre in the second quarter	n/a

					2 officials were send for training at Lengau Traffic College in the third quarter	
--	--	--	--	--	---	--

CORPORATE POLICY AND OTHER SERVICES

The Joe Morolong Local Municipality Council is the highest decision making organ and it governs the Municipality. Council is responsible for developing policies and plays an oversight role over the implementation of those policies.

The Municipal Council comprises of the governing and decision making body of the Municipality whilst the municipal officials focus on the implementation of the Council resolutions. Council determines the direction of the Municipality by setting the course through the development of IDP and allocation of resources. Council develops policies and the responsibility of the municipal staff is to ensure that those policies are implemented.

Employees: Executive and Council					
Job level	2011/12	2012/13			
	Employee no.	Posts	Employees no.	Vacancies (fulltime equivalent)	Vacancies (as a % of total posts)
0 – 3					
4 – 6		6	4	2	
7 – 9					
10 – 12		3	3	0	
13 – 15		1	0	1	
16 – 18					
19 – 20					
Total					

CORPORATE SERVICES DEPARTMENT

CORPORATE SERVICES DEPARTMENT: PERFORMANCE REPORT

GFS Function: Executive and Council; Sub-function Human Resources

IDP Objective	Key Performance Indicator	Output Indicator	Unit of measurement	Annual Target	Actual performance	Reason for deviation and remedial actions
<p>To ensure a competent, efficient and effective municipal administration during the 2012/13 financial year, as defined and measured in terms of the following measurable indicators:</p> <ul style="list-style-type: none"> Finalization of a (1) reviewed Human Resources Policy Finalization of a (1) reviewed Labour 	<p>Finalization of a (1) reviewed of Human Resources Policies</p>	<ul style="list-style-type: none"> Trained, competent councilors and personnel HR and organizational policies Review organizational structure <p>Efficient HR records and systems</p>	<p>Finalization of a reviewed human resource policies</p>	<p>8</p>	<p>4 Policies were reviewed and approved by Council</p>	<p>Other four policy didn't warrant to be reviewed</p>

<p>Relations Policy</p> <ul style="list-style-type: none"> Finalization of the annual review of the Employment Equity Plan (1 plan reviewed) 	<p>Review of employment equity plan</p>		<p>Number of reviewed employment equity plan</p>	<p>1</p>	<p>Employment Equity Plan was submitted to Department of Labour</p>	<p>n/a</p>
<ul style="list-style-type: none"> Annual review of the (1 plan) Skills Development Plan for the Municipality 			<p>Number of submitted Skills development plan to Council</p>	<p>1</p>	<p>Skills development plan was submitted to the LGSeta</p>	<p>n/a</p>
<ul style="list-style-type: none"> Annual review of the municipality's organizational structure 2/5 section 54 managers must be women 			<p>Number of Employment Equity reports</p>	<p>4</p>	<p>4 reports were submitted to Council quarterly</p>	<p>n/a</p>
<ul style="list-style-type: none"> Employees satisfaction Survey 			<p>Number of Skills development plan approved by Council</p>	<p>1</p>	<p>Skills development was submitted to Council for approval and submitted to LGSETA</p>	<p>n/a</p>

			Number of Skills Development reports submitted to Council	4	Four Skills development reports were submitted to Council	n/a
			Number of reviewed organizational structure approved	1	It was reviewed and approved by Council	n/a
			Number of women who are section 57 managers	2/5	Director: Community Services and CFO are women	n/a
			Number of employees surveys	1	employees satisfaction survey was not done	The committee is not functional

<p>To ensure the functionality of the Local Labour Forum, as measured in terms of the number of sessions per quarter (target is 1 session per quarter throughout the 2012/13 financial year)</p>	<p>Local Labour Forum functionality</p>	<p>Local Labour Forum functionality</p>	<p>Number of Local Labour Forum meetings</p>	<p>4</p>	<p>2 meetings were held</p>	<p>Two other meeting were not held because there were no pressing matters to be discussed.</p>
<p>To ensure a competent, efficient and effective municipal administration during the 2012/13 financial year, as defined and measured in terms of the following measurable indicators: Annual review of the (1 plan) Skills <ul style="list-style-type: none"> Development Plan for the Municipality Development of Municipality web site</p>		<p>Trained, competent councillors and personnel</p>	<p>Number of officials and councillors to be trained</p>	<p>28</p>	<p>Achieved, 25 officials were trained and 3 councillors</p>	<p>n/a</p>

Development of Municipal website	Availability of Municipal website	Availability of website	1	Website was developed and functional	n/a
	To ensure a fully functional IT communication network	Network in process of established	1	IT network communication is fully functional 1. Sever room is fully equipped	n/a
Good governance and public participation	Effectively support internal political interfaces	4 council meeting 4 portfolio meeting	4	4 Council meetings were held and Portfolio meetings were held	n/a

Employees: Corporate Services

Job level	2011/12	2012/13			
	Employee no.	Posts	Employees no.	Vacancies (fulltime equivalent)	Vacancies (as a % of total posts)
0 – 3		12	11	1	
4 – 6		9	8	1	
7 – 9		5	3	2	
10 – 12		3	3	0	
13 – 15		3	3	0	
16 – 18					
19 – 20					
Total					

FINANCIAL SERVICES: PERFORMANCE REPORT

GFS Function: Executive and Council: Sub-function Finance

IDP Objective	Key Performance Indicator	Output Indicator	Unit of measurement	Annual Target	Actual performance	Reason for deviation and remedial actions
<p>To promote effective, efficient and economical financial management during the 2012/13 financial year, as measured in terms of the following indicators:</p> <ul style="list-style-type: none"> • Establishment of all relevant functions in the Finance Department of the Municipality; • Training events (4 – 1 per quarter) for the 	<p>Establishment of a fully structured Finance Department Training of Finance staff</p>	<ul style="list-style-type: none"> • Financial reports • Payment • Financial system controls 	Percentage of key financial functions incorporated into the structures of the Finance Department	100%	100%	n/a
			Number of training sessions for finance staff	4	5 (IRP 5, Payroll, Stores and Creditors, New GRAP standard, and Meterman training)	n/a
			Submission of Annual Financial Statements	1	To be submitted before end August	

personnel of the Finance Department; and <ul style="list-style-type: none"> • Preparation and submission of monthly budget (section 71) reports. 			Preparation and submission of section 71 reports (according to requirements of MFMA)	12	Achieved, 12 reports were submitted	n/a
			Preparation and submission of statutory reports.(FMG,MSIG)	12	Achieved, 12 reports were submitted	n/a
			Preparation and submission of MFMA quarterly returns (Borrowing and Monitoring, Long-term contracts, Municipal Entities, Municipal Finance Management Implementation Plan.	4	Achieved	n/a

			Number of financial reports to the Mayor and Council	12	Achieved,	Reports have been submitted together with items for Council, but a new approach has been made to deliver them and have them as proof of submission
--	--	--	--	----	-----------	--

IDP Objective	Key Performance Indicator	Output Indicator	Unit of measurement	Annual Target	Actual performance	Reason for deviation and remedial actions
---------------	---------------------------	------------------	---------------------	---------------	--------------------	---

<p>To put in place a municipal tariff system to collect revenue (rates and taxes) from users of municipal services by the closing of 2012/13 financial year (for specific targets, refer to the 'services standards' and 'key performance targets' attached to this objective</p>	<p>Finalization of a fully functional municipal tariff system</p>	<p>-Council approved policies: Creditors and Debtors Control; Tariff policy -Building revenue collection</p>	<p>Review of Finance policies</p>	<p>4</p>	<p>Achieved The following policies were adopted by Council -Tariff Policy -Credit and Debt collection policy -Banking and Investment policy -Unauthorised, fruitless and wasteful expenditure policy -Property rates policy -Supply Chain management policy -Fixed asset policy</p>	<p>n/a</p>
---	---	--	-----------------------------------	----------	--	------------

			Implementation of Property Rates Act (review of policies)	1	Achieved	n/a
--	--	--	---	---	----------	-----

PROPERTY, LEGAL, RISK MANAGEMENT AND PROCUREMENT SERVICES

As the Joe Morolong Local Municipality we are continuously striving for excellence and achievement of our objective. There was not legal unit in the municipality and the structure that was reviewed during the year under review had included the legal unit.

The municipality has been operating without a legal unit and this has impacted on the ability of the municipality to deal decisively with all legal matters. A Manager: Legal and Compliance has been employed.

Employees: Financial Services

Job level	2011/12	2012/13			
	Employee no.	Posts	Employees no.	Vacancies (fulltime equivalent)	Vacancies (as a % of total posts)
0 – 3					
4 – 6		19	9	10	
7 – 9		4	4	0	
10 – 12		7	6	1	
13 – 15		1	1	0	
16 – 18					
19 – 20					
Total					

CHAPTER 4

ORGANISATIONAL DEVELOPMENT PERFORMANCE

Council has adopted a number of policies to ensure that the work of this municipality is conducted within the prescripts of the law.

The Department of Corporate Services provides administrative support services to the entire municipality by ensuring efficient committee management, Council meetings and a human resource function to the administrative staff and leads in areas of good governance.

Corporate Services is responsible for the effective and efficient execution of all the supporting administrative functions that include support needed to attract, retain and develop talent in the municipality, the coordination of systems and processes, to enable the municipality to perform matters of service delivery.

The Corporate Services administers the Municipality's human resource development and management, political offices, labour relations and facilities management.

Staff establishment

There are 141 employees in the Municipality. The total number of posts as per the approved structure is 227 and there are 86 vacancies.

EMPLOYEE TOTALS, TURNOVER AND VACANCIES

Description	2012/13			
	Approved posts No.	Employees No.	Vacancies No.	Vacancies %
Office of the Municipal Manger	20	14	6	30%
Financial Services	38	19	19	50%
Corporate Services	32	28	4	12,5%
Technical Services	92	55	37	40.2%
Community Services	36	19	17	47,2%
Planning and Development	9	6	3	33,3%

VACANCY RATE (departments must indicate vacancies that are funded and exist during 2013 and we will do a narrative report underneath if the posts were filled)

Vacancy rate 2012/13			
Designations	Total Approved posts (No.)	Vacancies (total time that vacancies exist using fulltime equivalents) No.	Vacancies (as a proportion of total posts in each category) %
Director: Technical Services	1	1	
Director: Planning and Development	1	Contract was renewed	
Director: Community Services	1	Contract was renewed	
Director: Corporate Services	1	Contract was renewed	
2 posts were vacant for 9 months			
3 posts were vacant for 10 months			

Turn-over rate

Details	Total appointments as of beginning of financial year. (No.)	Terminations during the financial year. (No.)	Turnover rate*
2012/13			

***Divide the number of employees who have left the organization within year, by total number of employees who occupied posts at the beginning of the year**

MANAGING THE MUNICIPAL WORKFORCE

The Corporate Services administers the Municipality's human resource development and management, political offices, labour relations and facilities management.

Expenditure for employees in 2012/13 is R 27 633113, 00 which is 25.3 of the budget.

Did we overspend or not (if yes why?)

No

POLICIES

HR policies and plan

	Name of policy	Completed	Reviewed	Date adopted by Council or comment on failure to adopt
1.	Tarrif policy	√	Yes	31 st May 2012
2.	Fruitless and wasteful policy	√	Yes	31 st May 2012
3.	Cash shortage policy	√	Yes	31 st May 2012
4.	Policy on renteng of municipal office,space and property rates policy by outsiders	√	Yes	18 th January 2013
5.	Property rates policy	√	Yes	31 st May 2012
6.	Banking and investment policy	√	Yes	31 st May 2012

7.	Budget policy	√	Yes	31 st May 2012
8.	Credit control and debt collection policy	√	Yes	31 st May 2012
9.	Indigent policy	√	Yes	31 st May 2012
10.	Fixed assets policy	√	Yes	31 st May 2012
11.	Risk management	√	Yes	31 st May 2012
12.	Supply Chain Management policy	√	Yes	31 st May 2012
13.	Personnel procurement policy (Reviewed)		Yes	14 th August 2012
14.	Placement policy		Yes	14 th August 2012
15.	Voluntarism and internship policy		Yes	20 th March 2013

INJURIES, SICKNESS AND SUSPENSIONS

Number and cost per injuries on Duty					
Type of injury	Injury leave taken	Employees using injury leave (no.)	Proportion employees using sick leave %	Average injury leave per employee	Total estimated cost R'000
Required basic medical attention only	0	0	0	0	0
Temporary total disablement	0	0	0	0	0
Fatal	0	0	0	0	0
Total	0	0	0	0	0

There were no injuries on duty in the year under review and there were no suspensions.

Number of days and cost of sick leave (excluding injuries on duty)

Salary band	Total sick leave days	Proportion of sick leave without medical certification %	Employees using sick leave No.	Total employees in post*	*Average sick leave per employee	Estimated cost R'000
Lower skilled (levels 1 – 2)	80	1%	5	19		
Skilled (levels 3 – 5)	80	30%	23	41		
High skilled production (levels 6 – 8)	80	5%	22	36		
Senior management	80	3%	2	10		
MM and section 57	45	2%	4	6		
Total						

*Number of employees at the beginning of the year

*Average is calculated by taking sick leave in column 2 divided by total employees in column 5

CAPACITATING THE WORKFORCE EXPENDITURE

TOTAL ANTICIPATED PAYROLL:	R 32 678 000.00
TOTAL ACTUAL PAYROLL:	R 30 841 805.55
VARIANCE IN PAYROLL:	<u>R 1 836 194.45</u>
TOTAL ANTICIPATED LEVY AMOUNT:	R 326 780.00
TOTAL ACTUAL LEVY AMOUNT:	R 308 418.06
VARIANCE IN LEVY AMOUNT:	<u>R 18 361.94</u>

	EMPLOYED	UNEMPLOYED
TOTAL ANTICIPATED TRAINING EXPENDITURE:	R 355 000.00	R 500 000.00
TOTAL ACTUAL TRAINING EXPENDITURE:	R 302 293.12	R 790 368.00
VARIANCE IN TRAINING EXPENDITURE	<u>R 52 706.88</u>	<u>-R 290 368.00</u>
TOTAL ANTICIPATED TRAINING EXPENDITURE - PIVOTAL:	R 1 103 000.00	R 669 000.00
TOTAL ACTUAL TRAINING EXPENDITURE - PIVOTAL:	R 10 650.00	R 669 000.00
VARIANCE IN TRAINING EXPENDITURE - PIVOTAL:	<u>R 1 092 350.00</u>	<u>R 0.00</u>

TOTAL NUMBER OF EMPLOYEES IN THE MUNICIPALITY:

OCCUPATIONAL CATEGORY	FEMALE				MALE				TOTAL	TOTAL			
	A	C	I	W	A	C	I	W	A	C	I	W	
11 – LEGISLATORS	14	0	0	0	15	0	0	0	29	0	0	0	29
12 – MANAGERS	4	0	0	1	5	1	0	0	9	1	0	1	11
2 – PROFESSIONALS	8	0	0	0	9	0	0	0	17	0	0	0	17
3 - TECHNICIANS AND TRADE WORKERS	2	0	0	0	6	0	0	0	8	0	0	0	8
4 - COMMUNITY AND PERSONAL SERVICE WORKERS	1	0	0	0	3	0	0	0	4	0	0	0	4
5 - CLERICAL AND ADMINISTRATIVE WORKERS	17	0	0	0	11	0	0	0	28	0	0	0	28
6 - SALES WORKERS	1	0	0	0	0	0	0	0	1	0	0	0	1
7 - MACHINE OPERATORS AND DRIVERS	0	0	0	0	12	0	0	0	12	0	0	0	12
8 - ELEMENTARY WORKERS	13	0	0	0	40	0	0	0	53	0	0	0	53
TOTALS	60	0	0	1	101	1	0	0	161	1	0	1	163

TOTAL NUMBER OF EMPLOYEES WHO RECEIVED TRAINING:

OCCUPATIONAL CATEGORY	FEMALE				MALE				TOTAL				TOTAL	% OF TOTAL EMPLOYEES
	A	C	I	W	A	C	I	W	A	C	I	W		
11 – LEGISLATORS	3				1				4	0	0	0	4	13.79%
12 – MANAGERS	3				4				7	0	0	0	7	63.64%
2 – PROFESSIONALS					1				1	0	0	0	1	5.88%
3 - TECHNICIANS AND TRADE WORKERS									0	0	0	0	0	0.00%
4 - COMMUNITY AND PERSONAL SERVICE WORKERS									0	0	0	0	0	0.00%
5 - CLERICAL AND ADMINISTRATIVE WORKERS	3								3	0	0	0	3	10.71%
6 - SALES WORKERS									0	0	0	0	0	0.00%
7 - MACHINE OPERATORS AND DRIVERS					11				11	0	0	0	11	91.67%
8 - ELEMENTARY WORKERS									0	0	0	0	0	0.00%
TOTALS	9	0	0	0	17	0	0	0	26	0	0	0	26	15.95%

TOTAL NUMBER OF EMPLOYEES WHO RECEIVED TRAINING ON PIVOTAL PROGRAMMES:

OCCUPATIONAL CATEGORY	FEMALE				MALE				TOTAL	TOTAL				% OF TRAINING BENEFICIARIES	
	A	C	I	W	A	C	I	W	A	C	I	W			
11 - LEGISLATORS									0	0	0	0	0	0.00%	
12 - MANAGERS									0	0	0	0	0	0.00%	
2 - PROFESSIONALS									0	0	0	0	0	0.00%	
3 - TECHNICIANS AND TRADE WORKERS									0	0	0	0	0	0.00%	
4 - COMMUNITY AND PERSONAL SERVICE WORKERS	2								2	0	0	0	2	0.00%	
5 - CLERICAL AND ADMINISTRATIVE WORKERS									0	0	0	0	0	0.00%	
6 - SALES WORKERS									0	0	0	0	0	0.00%	
7 - MACHINE OPERATORS AND DRIVERS									0	0	0	0	0	0.00%	
8 - ELEMENTARY WORKERS									0	0	0	0	0	0.00%	
TOTALS	2	0	0	0	0	0	0	0	2	0	0	0	2	7.69%	

MANAGING THE WORKFORCE EXPENDITURE

Number of employees whose salaries were increased due to their positions being upgraded		
Beneficiaries	Gender	Total
Low skilled (levels 1-2)	F	0
	M	0
Skilled (levels 3-5)	F	0
	M	0
High skilled production (levels 6 – 8)	F	0
	M	0
Highly skilled supervision (levels 9-12)	F	0
	M	0
Senior management (levels 13-16)	F	0
	M	0
MM and SS 57	F	0
	M	0
<i>Those with disability are shown in brackets. In the number of beneficiaries' column as well as in the numbers at the right hand side</i>		

CHAPTER 5

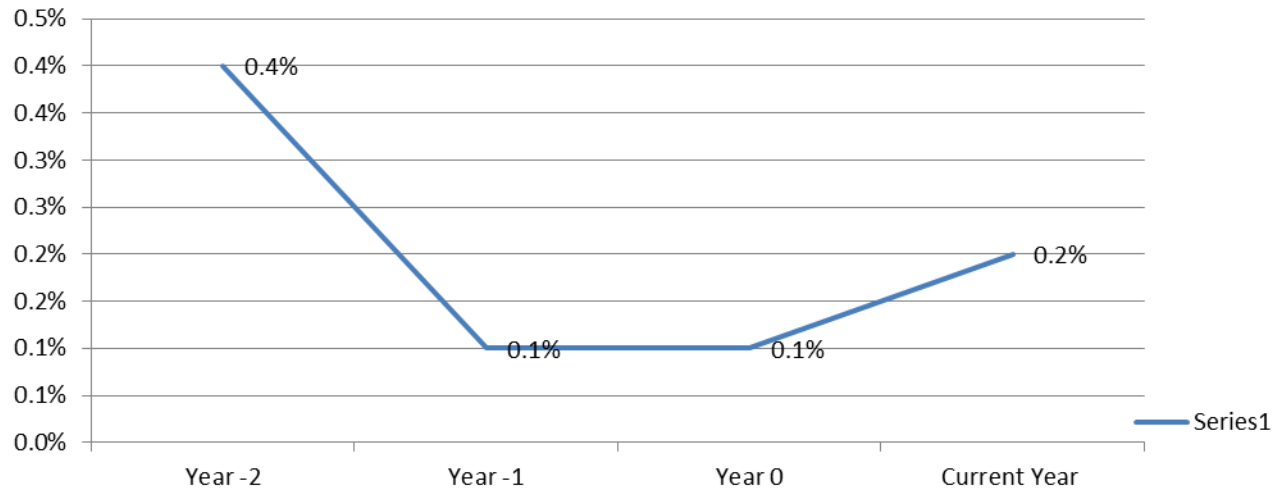
financial summary						R'000
Description	2011/12	Budget Year 2012/13			Variance 2012/13	
	Audited Outcome	Original Budget	Adjusted Budget	Actual	Original Budget	Adjustment Budget
Cash flows						
Net cash from(used) operating activities	(8 109)	70 105	103 700	(25 737)	-137%	-125%
Net cash from(used) investing	(474)	(69 315)	(102 885)	10 486	-115%	-110%
Net cash from(used) financing	8 546	(785)	(785)	(611)	-22%	-22%
Cash and cash equivalent at year end	14 337	14 342	14 367	(2 568)	-118%	-118%
Cash backed reserves/ accumulated surplus reconciliation						
Cash and investments available	14 699	3 515	6 940	2 568	-27%	-63%
Application of cash and investments	83 811	13 021	14 365	71 729	451%	399%
Surplus/ shortfall	(69 112)	(9 506)	(7 425)	(69 161)	628%	831%
Asset management						
Total asset register summary	28	257	214	890 324	346195%	415745%
Depreciation and asset impairment	67 954	1 152	1 152	(26 164)	-2371%	-2371%
Renewal of existing asset	-	500	-		-100%	#DIV/0!
Repair and maintenance	-	8 199	8 198	8 515	4%	4%
Basic services						
Cost of free basic services provided	-	1 823	1 823	3 270	79%	79%
Households below minimum service level						
Water						
Electricity	8196	8196	8196		-100%	-100%
Sanitation	2 901	2 901	2 901		-100%	-100%
Refuse	21853	21853	21853		-100%	-100%

Grants

Grants performance							R'000
Description	2011/12	Budget Year 2012/13			Variance 2012/13		
	Audited Outcome	Original Budget	Adjusted Budget	Actual	Original Budget	Adjustment Budget	
Operating transfers and grants							
National Government	91 927	133 781	172 542	193 655	(0)	0	
Equitable Share	54 260	72 127	72 127	67 506	-6%	-6%	
Water services Operating Subsidy	1 308	1 875	1 875	1 875	0%	0%	
Finance Management	1 887	1 500	1 500	1 500	0%	0%	
Municipal Systems Improvement	965	800	800	800	0%	0%	
EPWP Incentive	393	1 000	1 000	1 000	0%	0%	
Municipal Infrastructure	33 114	56 479	56 479	56 479	0%	0%	
Regional Bulk Infrastructure			28 355	58 398	0%	106%	
ACIP Water			10 406	6 098	0%	-41%	
Provincial Government	684	445	5 792				
Sports and recreation	684	445	445	223	-50%	-50%	
Housing			4 747	5	0%	-100%	
EPWP Incentive			600	5 705	0%	851%	
Other grants	32 439						
Rural Household Infrastructure Grant	5 235	-	-		0%	0%	
ACIP Sanitation	27 204	-	-		0%	0%	

Repair & Maintenance Expenditure 2012/13					R'000
Description	Budget Year 2012/13			Variance 2012/13	
	Original Budget	Adjusted Budget	Actual	Original Budget	Adjustment Budget
	8 199	8 198	8 515	4%	4%

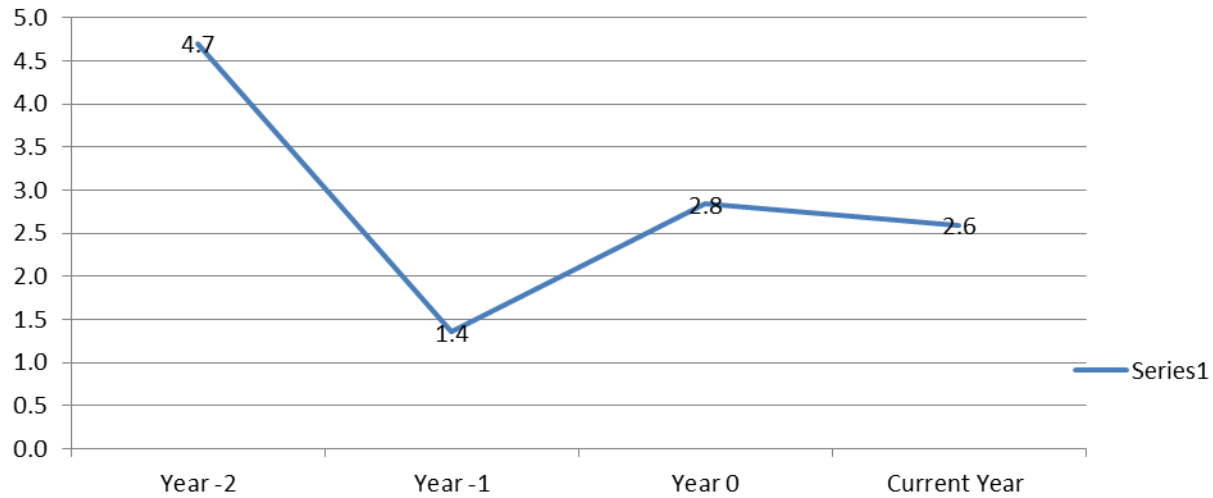
LIQUIDITY RATIO



Liquidity Ratio – Measures the municipality’s ability to pay its bills and is calculated by dividing the monetary assets (due within one year) by the municipality’s current liabilities. A higher ratio is better.

Data used from MBRR SA8

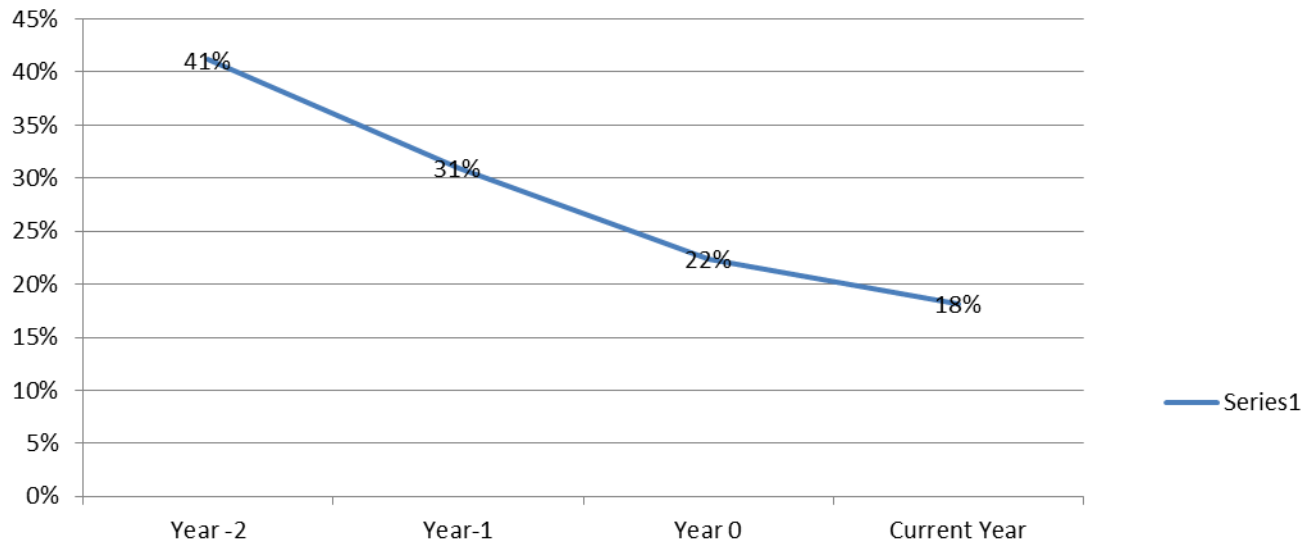
COST COVERAGE



Cost Coverage– It explains how many months expenditure can be covered by the cash and other liquid assets available to the Municipality excluding utilisation of grants and is calculated

Data used from MBRR SA8

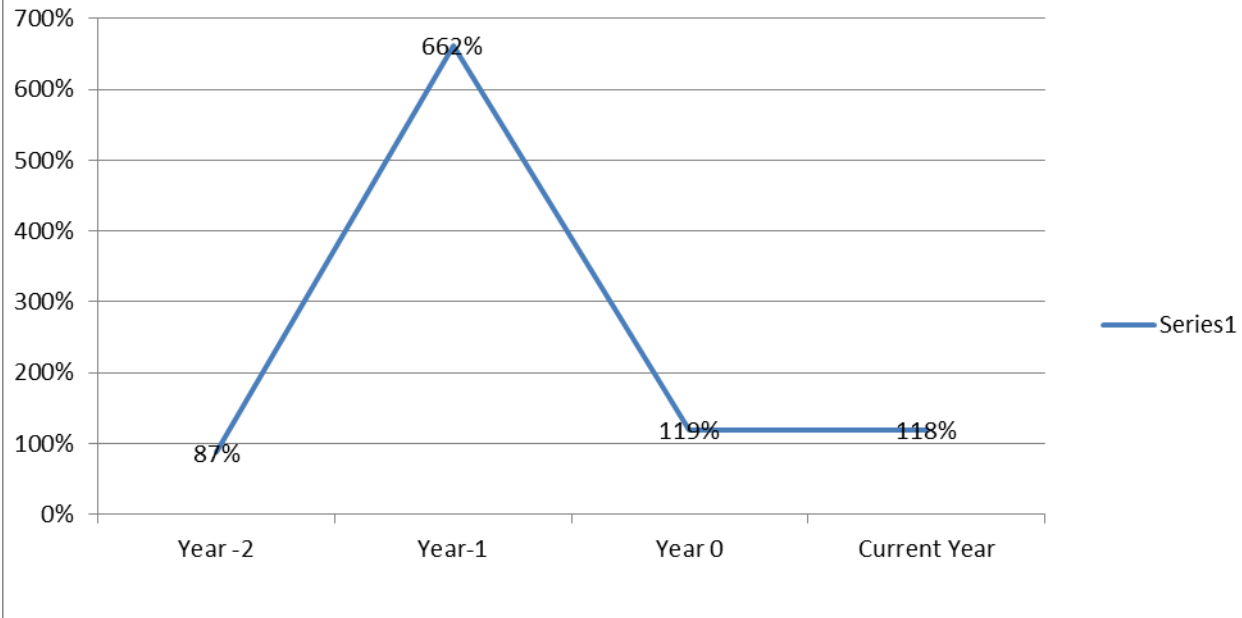
Total Outstanding service debtors



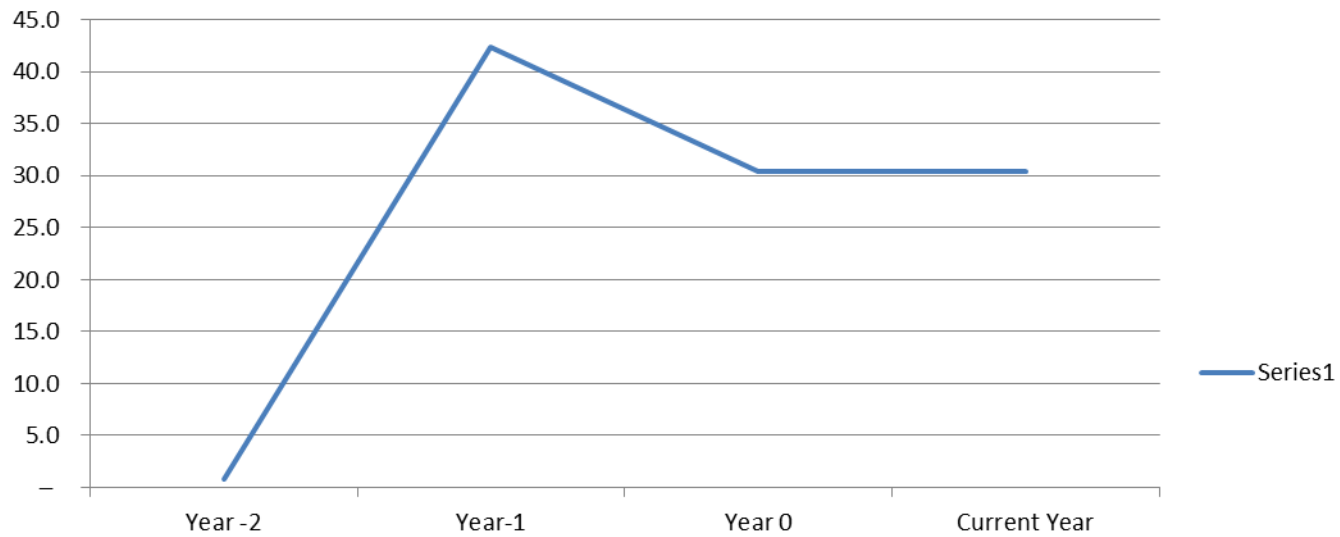
Total Outstanding Service Debtors – Measures how much money is still owed by the community for water, electricity, waste removal and sanitation compared to how much money has been paid for these services. It is calculated by dividing the total outstanding debtors by the total annual revenue. A lower score is better.

Data used from MBRR SA8

Creditor system efficiency



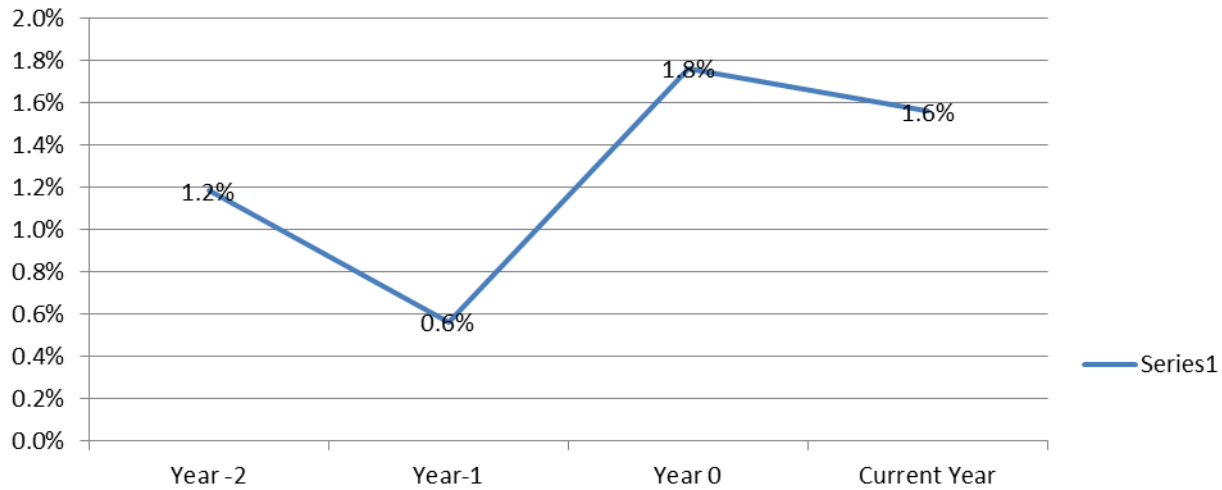
Debt coverage



Debt Coverage– The number of times debt payments can be accommodated within Operating revenue (excluding grants) . This in turn represents the ease with which debt payments can be accommodated by the municipality

Data used from MBRR SA8

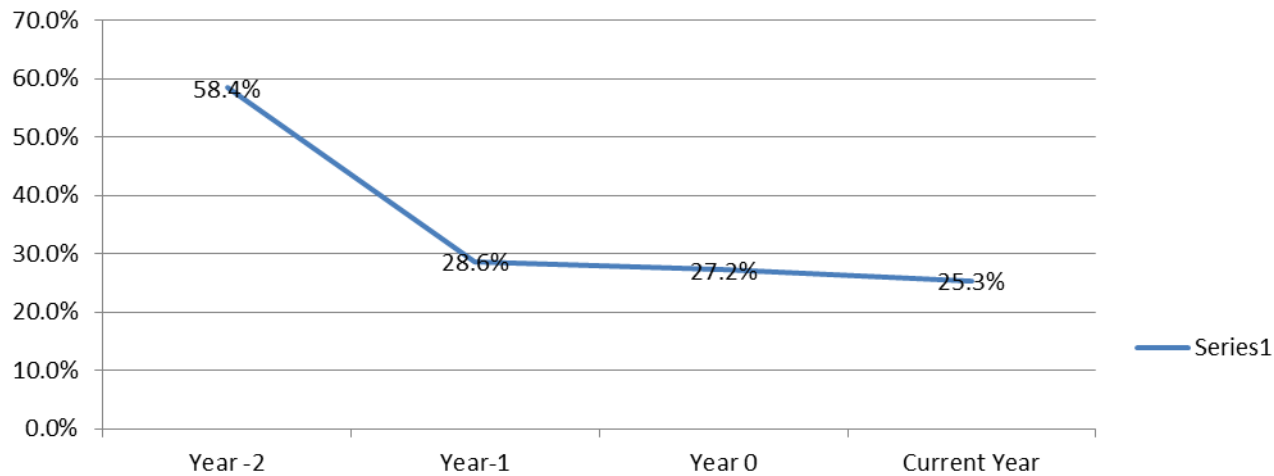
Capital charges to operating exp



Capital Charges to Operating Expenditure ratio is calculated by dividing the sum of capital interest and principle paid by the total operating expenditure.

Data used from MBRR SA8

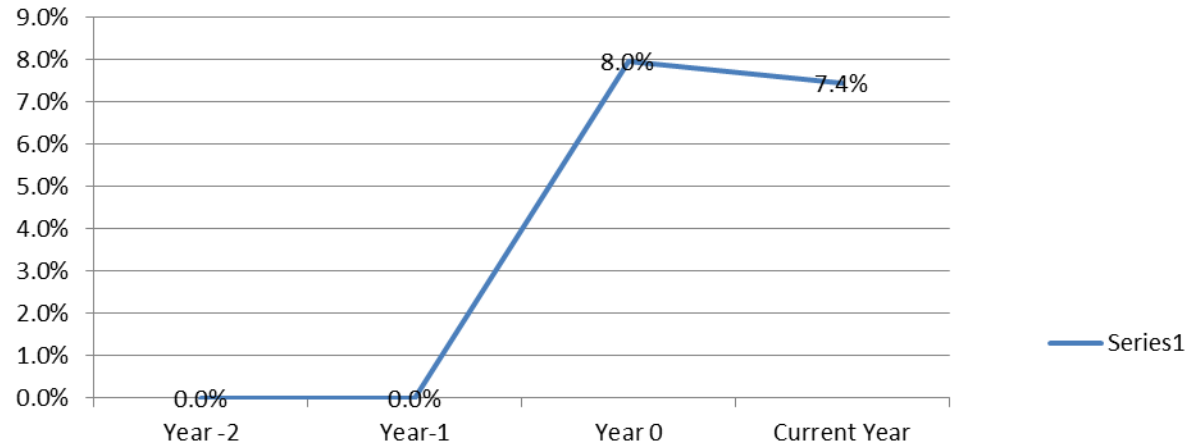
Employee costs



Employee cost – Measures what portion of the revenue was spent on paying employee costs. It is calculated by dividing the total employee cost by the difference between total revenue and capital revenue.

Data used from MBRR SA8

Repair & Maintenance



Repairs and Maintenance – This represents the proportion of operating expenditure spent and is calculated by dividing the total repairs and maintenance.

Data used from MBRR SA8

CHAPTER 6

AUDITOR GENERAL AUDIT FINDINGS

Auditor - General Report on Service Delivery Performance: Year 2010/11	
Audit Report Status	Disclaimer
Non-Compliance	Remedial Action Taken
Limitation of scope. No supporting documents were submitted to the auditors for transactions processed against the accumulated surplus, Cash and cash equivalents, receivables from non-exchange transactions, trade and other payables, expenditure, operating grants expenditure and employee related costs.	All supporting documents will be safely kept and timeously handed over to the auditors.
Incomplete asset register	A more detailed GRAP compliant asset register will be developed.
Contingent liabilities not disclosed in the financial statements.	All contingent liabilities will be disclosed as per Grap 19.
Vat amount overstated	Vat reconciliations will be performed and correctly disclosed.

Auditor - General Report on Service Delivery Performance: Year 2011/12

Audit Report Status	Disclaimer
Non-Compliance	Remedial Action Taken
Limitation of scope. No supporting documents were submitted to the auditors for transactions processed against the accumulated surplus, Cash and cash equivalents, receivables from non-exchange transactions, Investments, trade and other payables, expenditure, operating grants expenditure and employee related costs.	All supporting documents will be safely kept and timeously handed over to the auditors.
Incomplete asset register: intangible assets not disclosed.	A more detailed GRAP compliant asset register will be developed.
Inappropriate disclosure of long-term liabilities, unspent conditional grants	Registers compiled and maintained.
Inventory: No inventory system in place to identify, account, issue and disclose inventory against the accounting policy adopted	The finance system used to record all inventory and regular monitoring of the inventory level performed.
Vat amount overstated	Vat reconciliations will be performed and correctly disclosed.

Auditor - General Report on Service Delivery Performance: Year 2012/13	
Audit Report Status	Disclaimer
Non-Compliance	Remedial Action Taken
Residual value, depreciation method and useful life of property plant and equipment were not reviewed according to Grap 17.	
Incomplete asset register	A more detailed GRAP compliant asset register will be developed.
Contingent liabilities not disclosed in the financial statements.	All contingent liabilities will be disclosed as per Grap 19.
Limitation of scope. No supporting documents were submitted to the auditors for transactions processed against the, Cash and cash equivalents, receivables from non-exchange transactions, Investments, trade and other payables, expenditure, operating grants expenditure and employee related costs. Irregular expenditure.	All supporting documents will be safely kept and timeously handed over to the auditors.
Investment property not disclosed in accordance with Grap 26	Investment property will be disclosed accordingly.
Vat amount overstated	Vat reconciliations will be performed and correctly disclosed.

