



# Draft Annual Report 2011/12





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## EXECUTIVE MAYOR'S FOREWORD



It is a great honour to present to you the Annual Report of Emthanjeni Municipality for the 2011/2012 financial year. This report reflects the activities of the first full term of the council elected in May 2011. This Council received a renewed mandate to improve service delivery, create an environment conducive to economic development, improve infrastructure and build more houses.

The 2011/2012 Annual Report demonstrates annual accountability to the community of Emthanjeni and all our stakeholders who contribute immeasurably to the activities of the Municipality. Moreover, the Annual Report will reflect progress made regarding 2014 Clean Audit.

Soon after our inauguration, Council had a two day strategic session to share our vision for the next five years and plan accordingly. The express aim of all our planned activities is to respond speedily to service delivery challenges, while also seeking to ensure that our activities are aligned with national priorities. During this session we also analyzed constraints under which the Municipality would be required to operate such as a skills shortage within the institution and limited finances to improve our internal funding of infrastructure development projects.

However, despite all those constraints, in partnership with the community and Provincial Government, we enjoyed a measurable degree of success, moving from a disclaimer to a qualified audit opinion, construction of houses, tarring of streets, improving water drainage system, launching of Emthanjeni Christmas Lights Festival and re-launching of the Mayoral Soccer Tournament.

Our taxpayers, the community in general, partners and stakeholders were key contributors to our achievements during the past financial year. Residents were committed to paying for their services and those who could not afford to, informed us openly. Indigent households effectively utilized the basic allocation of water and electricity. We are extremely proud of our residents and stakeholders.

Most importantly, I acknowledge and express our gratitude to all officials for work well done during the past year.

**Executive Mayor**



## OVERVIEW BY THE MUNICIPAL MANAGER



The 2011/2012 financial year has been a particularly interesting and challenging year. With the dawning of this new chapter, where a new council took office just a month prior the start of the 2011/2012 financial year, it is important to reflect on the past and on what has been particularly significant, in the year under review.

Throughout the 2011-2012 financial year the Municipality worked hard to enhance the lives of those living and working in Emthanjeni, by investing substantial amounts in the development of new and maintenance of old infrastructure. The Municipality also continued to deliver its range of services to the community. Through the ward allocations a number of smaller infrastructural projects were completed. We managed to reseal Leo Crescent (ward 5), build new tarred roads in wards 2, 5 and 6. The Municipality also started to remove some of the dry sanitation systems in Hanover during the year under review and we will continue to remove these dry systems in the 2012/2013 financial year to improve the living conditions of our people. We are, however, still faced with a huge number of buckets in ward 7 (Britstown). We also repaired a total of 374 dilapidated houses in the different wards.

During this reporting period the Municipality restructured its portfolio committees and significant improvements were made in the management of our cash flow. Our emergency facility is being managed very well. A number of policies were adopted during the past financial year.

Our staff attended various training programmes. We made use of the shared services of the Pixley Ka Seme District Municipality for internal audit and legal services. This arrangement really assisted the Municipality to improve our internal control procedures and ensure that our decisions that are legally sound. A new directorate, the Community Services Directorate, was established in order to strengthen our performance. Our new councillors have been inaugurated and a two day strategic planning workshop was held in an effort to equip them with the required knowledge and skills for their new role. A previous major concern was the high losses of electricity, but we have committed more resources to tackling this problem and to improving matters. Our Employee Wellness Programme is well established by now and workers are beginning to experience and enjoy the benefits of this programme.

It must also be stressed that we have tried to adhere to the principles of good governance as we believe that good governance is integral to economic growth, the eradication of poverty and for the sustainable development of the community we serve.

Challenges continue, notwithstanding the progress already made. Issues of prominence include:

- The need to address scarce skills within Emthanjeni Municipality
- Capacity building throughout the organisation remains a challenge and must become an area of focus;
- Job descriptions are required to be redone as the current job descriptions that were used to grade positions are now out of date;



- Performance management is a process and system that must be institutionalised in order to establish a culture of performance excellence;
- The reporting and management of service delivery and related targets remains a huge challenge due to the lack of baseline data and statistics. Steps are to be taken to ensure that service delivery baseline data can be established;
- The management and implementation of Local Economic Development Strategies and processes remains an ongoing challenge, due to the lack of resource capacity;
- Greater emphasis is to be placed on the alignment of the IDP, SDBIP and Budget, which would translate into required scorecards;
- Quarterly PMS reporting and assessments are to be done consistently ;
- Inconsistencies in the indigent baseline data require that the Indigent Register be updated and verified;
- Removal of buckets and dry sanitation systems in Britstown and Hanover;
- Constant increase in debtors because of non-payment for services ;
- Our audit opinion, which we would like to improve within the next financial year. An improvement in our opinion from a disclaimer to a qualified opinion was already achieved in 2010-2011;
- Addressing the unemployment rate as well as the provision of houses.

I submit this overview in appreciation of support rendered by the community, the unequivocal support, cooperation and hard work of the staff of Emthanjeni Municipality and lastly, the Councillors for their political guidance.

**ISAK VISSER**

**MUNICIPAL MANAGER**



# Chapter 1

# Municipal Overview





## CHAPTER 1: INTRODUCTION AND MUNICIPAL OVERVIEW

### 1.1 MUNICIPAL OVERVIEW

This report addresses the performance of the Emthanjeni Municipality in the Northern Cape in respect of its core legislative obligations. Local government must create the participatory framework that defines and enhances the relationship between elected leaders and their communities. This requires that the council of the municipality provides regular and predictable reporting on programme performance and the general state of affairs in their locality.

The 2011/12 Annual Report reflects on the performance of the Emthanjeni Municipality for the period 1 July 2010 to 30 June 2011. The Annual Report is prepared in terms of Section 121(1) of the Municipal Finance Management Act (MFMA), in terms of which the Municipality must prepare an Annual Report for each financial year.

#### 1.1.1 VISION AND MISSION

The Emthanjeni Municipality committed itself to the vision and mission of:

*Vision:*

***"We, Emthanjeni Municipality, commit ourselves to a humane and caring society, living in a healthy and secure environment, conducive to sustainable economic development."***

*Mission:*

***"We strive to: -***

***Deliver quality services and promote development in our municipal area in a non-sexist, non-racial and non-discriminating manner. We do this by creating a climate of co-operative governance with meaningful partnerships with all stakeholders, especially the members of the general public"***

#### 1.1.2 DEMOGRAPHIC INFORMATION

##### A) MUNICIPAL GEOGRAPHICAL INFORMATION

Emthanjeni, and especially De Aar, is renowned for its central location on the main railway line between Johannesburg, Cape Town, Port Elizabeth and Namibia. De Aar is situated in the Northern Cape Province that has a population of approximately 991 919 people (census 2001). The Municipality forms part of the Pixley ka Seme District Municipal area with an approximate population of 164 412 people (census 2001), this represents 16,92% of the

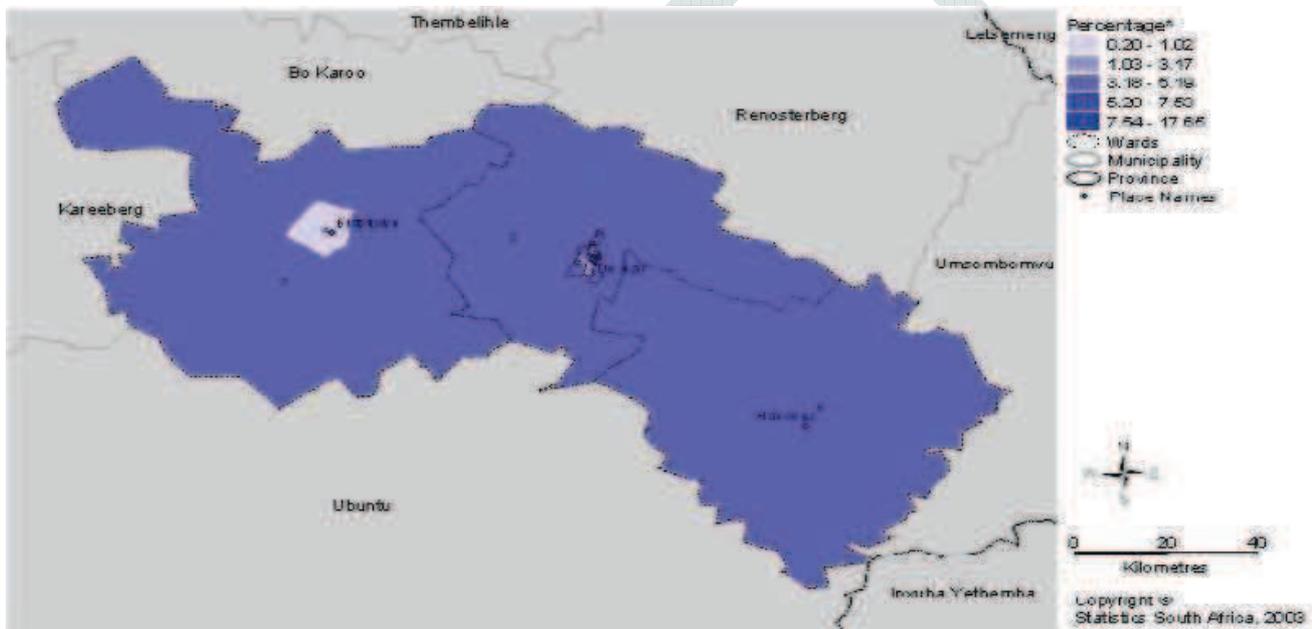


Northern Cape population. Emthanjeni is approximately 300km south west of Kimberley, 440 km south east of Upington, 300 km north east of Beaufort-West and 300 km south west of Bloemfontein.

Of the main towns that fall within the municipal area, Hanover lies approximately 65 km east of De Aar on N1 main north to south route and Britstown is situated about 55 km west of De Aar on the N12 route. Both these main routes link Johannesburg and Cape Town. These areas are extensive stock farming areas with the emphasis on sheep, mutton and wool farming, especially Merino's.

Emthanjeni Municipality, specifically De Aar, is the seat of Pixley ka Seme District Municipality and hosts all government departments. The Municipality covers an area of approximately 11390km and represent approximately 23% of the district's population.

**Below is a map of the Northern Cape that indicates the location of the Emthanjeni Municipality in the Pixley Ka Seme District area:**



**Figure 1: Northern Cape Area map**



**Wards**

The Municipality was structured into the following 7 Wards:

WARD	AREAS
1	Louisville, Montana, Kareeville, Sunrise (Portion)
2	Leeuwenshof, Residencia, New bright, Happy Valley, Extension 20, Klein Kareeville , Extension 7,
3	Nonzwakazi, Portion of Waterdal
4	Barcelona, Malay camp, Portion of Nonzwakazi and Macarena
5	Town Area
6	Kwezi, Nompumelelo, Joe Slovo Park, Tornadoville, Hanover(town)
7	Jansenville, Mziwabantu, Britstown(town), Proteaville

*Table 1: Municipal Wards*

**De Aar**

De Aar means “the artery”, and in many senses this town is the lifeblood of the Karoo. It’s the head office of the Emthanjani Municipality and Pixley Ka Seme District Municipality; home to many artists; there’s an important weather station that can be toured by visitors, and it’s the second most important railway junction in the country. The significance of its situation on the railway line is because it’s central to Gauteng, Cape Town, Port Elizabeth and Namibia.

There are about 110km of railway lines, including 29 rail-tracks in De Aar’s precincts. However, “De Aar” founded in 1904, was so named because of the many water-bearing arteries that occur underground. Unlike many other Karoo towns, it did not start around the Dutch Reformed Church, but in fact started around the railway line. De Aar has the largest abattoir in the Southern Hemisphere and supplies all the major centres throughout the entire country with the famous “Karoo” lamb and mutton. Apart from meat production, the sheep farms around De Aar are also major suppliers of wool. All the water used in the town comes from boreholes – which is why the town is known for its large number of wind pumps. The town is easily accessible by tarred road, two airfields serve it – one is an all-weather runway that can accommodate any type of aircraft and it’s only 52km away from the national bus route.

**Hanover**

This attractive and historic little town on the N1 lies more or less halfway between Cape Town, Gauteng and Kwazulu-Natal. It was established in 1854 at the base of some rocky hills on the farm Petrusvallei, which was bought from Gert Gous. Here requested that the town be called Hanover, after his great grandfather’s town in Germany.

When declared a magisterial district in 1876, the town was very fortunate to be appointed with a far-seeing magistrate, Richard Beere. He insisted that trees be planted so that resident’s descendants would have shade. Due to the increase in water consumption caused by an increase in residents, the spring that Hanover was built around dried up, and the number of trees seen in the town today is far less than 100 years ago. Beere loved the Karoo and spent a



lot of time on the summit of Trappieskop, where a stone pyramid honouring his contribution to the town was erected when he died.

The older houses were all built right on the road edge – as per authority's instructions at the time – and when, in later years, home owners built on verandas, they had to pay a one shilling tax for this privilege. Today, they are still paying this tax, which is now R17, 00. Hanover was home to Olive Schreiner – well known South African author – who lived here from 1900 to 1907, and referred to it as "the prettiest little village I have ever seen". Her husband, Cron, was an agent in town and today his offices are used as a small guest house. Like many small Karoo towns, most of the streets are not tarred and the residential areas are very quiet. However, behind garden walls and front doors there's plenty of activity going on as the industrious residents carry out their daily business.

The town is home to a variety of artists and crafts people, as well as having several restaurants, a delightful bookshop, coffee shop and a museum. Interesting Karoo architecture is to be seen and many gardens have a wind pump standing sentinel in one corner. Surrounding farms are principally Merino sheep farms, with many of the country's best breeders farming in the Hanover district. Lesser Kestrels, from Europe and Central Asia, come to nest in trees around town, and can be seen gliding in the dawn and dusk sky from late October to the end of summer.

### **Britstown**

It was in the heady days of The Great Diamond Rush in the year of 1877 that Britstown came into being. Fortune hunters paused here in their frenzied dash to the fabulous diamond field, and a settlement mushroomed to provide fresh horses, fodder, refreshment and accommodation. Soon even a concertina virtuoso made music for happy dancers lubricated by the local brew. First the Fuller and Gibson coaches and then others stopped here. But by the time Britstown gained municipal status in January, 1889, a railway line already snaked across the Karoo plains to carry would-be diamond diggers through to Kimberley.

### **Livingstone's friend**

The small haven of Britstown, along the diamond route across the plains, was named after a man who loved the Karoo, Hans Brits. He once accompanied Dr David Livingstone, famous son-in-law of the great missionary Robert Moffat, on a journey to the north. Livingstone originally came to South Africa to help the Moffat's at their mission in Kuruman, and it was on a journey to the north that he met Brits. They took a liking to each other, and Brits decided to travel with him. But, Livingstone did not get on with the Moffat's, so he soon announced his intentions of travelling deeper into Africa, a decision that led to him becoming probably the continent's most famous explorer. Brits decided against a life of exploration and returned to the Karoo.

### **Diamonds provide the spark**

Hans Brits then settled on a farm he named Gembokfontein, which is where Britstown now stands. Soon after the discovery of diamonds at Hopetown and Kimberley, Brits realised that he and his neighbours could earn good money serving the growing traffic along the Diamond Route. So Brits arranged for a town to be laid out on a portion of his farm. As a tribute to him it was named Britstown. The thinking was to establish a point between Victoria West and



Kimberley that could provide travellers on the Diamond Route with accommodation and refreshment as well as fresh horses and fodder.

**A link with the gold mines**

Then, in 1877, a group of men, headed by TP Theron, purchased a section of Hans Brits’s farm to establish a community centre with a church. This accomplished, they handed over the management of the fledgling settlement to church wardens. Traffic through the town increased when gold was discovered in “The Ridge of White Waters” in the old Transvaal Republic. Many of the fabled mining magnates, such as Cecil John Rhodes, passed through Britstown. In time, the town became a major junction on the route to the then South West Africa (Namibia).

**B) POPULATION**

The table below indicates the total population within the municipal area:

Number of Households	Total Population	African	Coloured	Indian	White
12 500	35 539	10 415	20 666	33	4 425

*Table 2: Demographic information of the municipal area – Total population*

Source: Census 2001

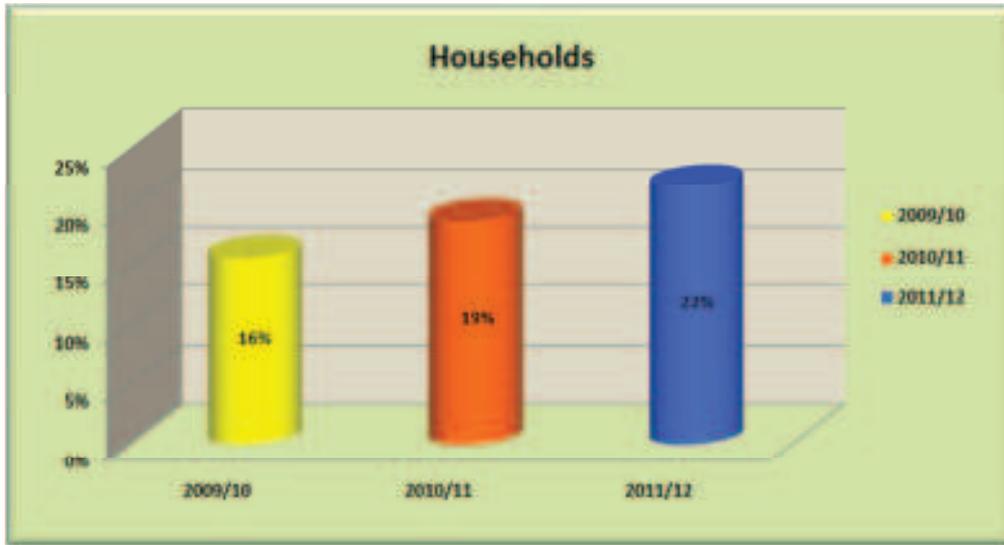
**C) HOUSEHOLDS**

The total number of households within the municipal area increased from **12 400** households in 2010/11 financial year to a total of **12 500** households in 2011/12 financial year. This indicates an increase in the total number of households within the municipal area over the two years. The average household size in the Emthanjeni Municipal area is 4.

Households	2009/10	2010/11	2011/12
Number of households accounts in municipal area	12 100	12 400	12 500
Number of indigent households in municipal area	1 913	2 333	2 733

*Table 3: Total number of households*

The graph below shows that the total number of indigent households decreased from 2 333 in 2010/11 to 2 733 in 2011/12 financial year.



Graph 1: Total % indigent households within the municipal area

#### D) KEY ECONOMIC ACTIVITIES

Agriculture forms the backbone of Emthanjeni economy and accounts for the largest labour to date. Despite the harsh climate and poor carrying capacity of the veldt, it still offers opportunities for growth and employment creation. The Municipality is dependent upon the following economic activities:

Key Economic Activities	Description
Services Sector (Community)	The services sector consist of the various government institutions, NGO;s, CBO's and NPO's that resides within our area of jurisdiction. ABSA, FNB, STANDARD BANK and CAPITEC
Manufacturing	Stone crushers who specialize in the manufacturing of sand, bricks, cements and rocks
	Rocla, Green Akker, VleisSentraal for meat processing
Retail	Purchasing of goods and services
	Checkers, Shoprite, Mr Price, Ackermans, Sheet Street, Fashion Express etc.
Agriculture	Game Farming
	Sheep, goat, pig and cattle farming
Transport	Rail Infrastructure
	Road Infrastructure
Tourism	To market Emthanjeni as a tourism destination
	To speed up the restoration of existing attractions and the development of new attractions

Table 4: Key Economic activities



**1.1.3 SOCIO ECONOMIC INFORMATION**

**A) SOCIO ECONOMIC GROWTH**

The socio-economic information for the municipal area is as follows:

Housing Backlog	Unemployment Rate	Households with No Income	People older than 14 years illiterate
4 114	23%	43.5%	15%

*Table 5: Socio Economic information*

**B) POPULATION BY GENDER**

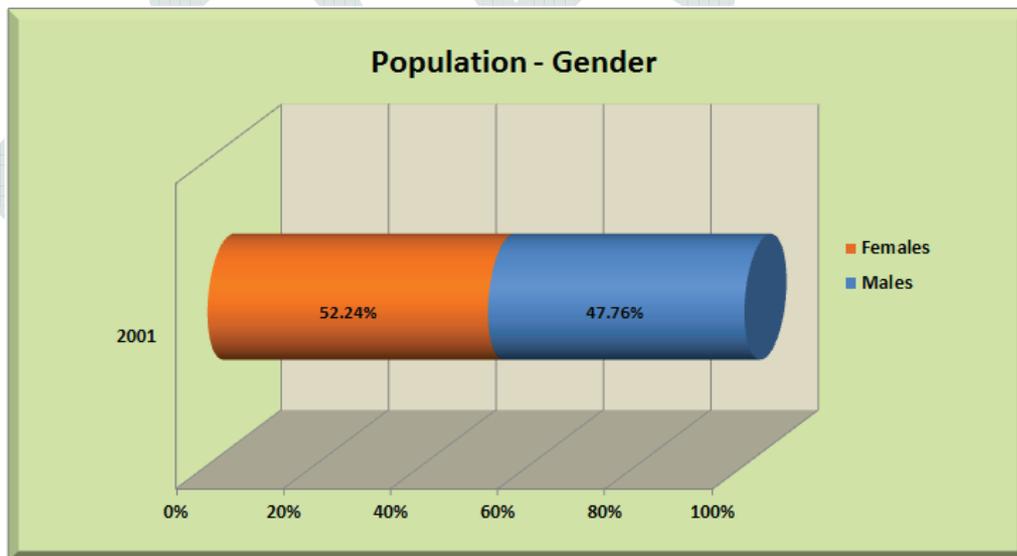
In 2001 the Emthanjeni population showed that females represent **18 572 (52%)** and males **16 977 (48%)**.

Population - Gender	2001
Females	18 572
Males	16 967
<b>Total</b>	<b>35 539</b>

*Table 6: Demographic information of the municipal area – Gender*

Source: Census 2001

The following graph displays the female to male ratio.



*Graph 1: Graph 2: Gender Population*



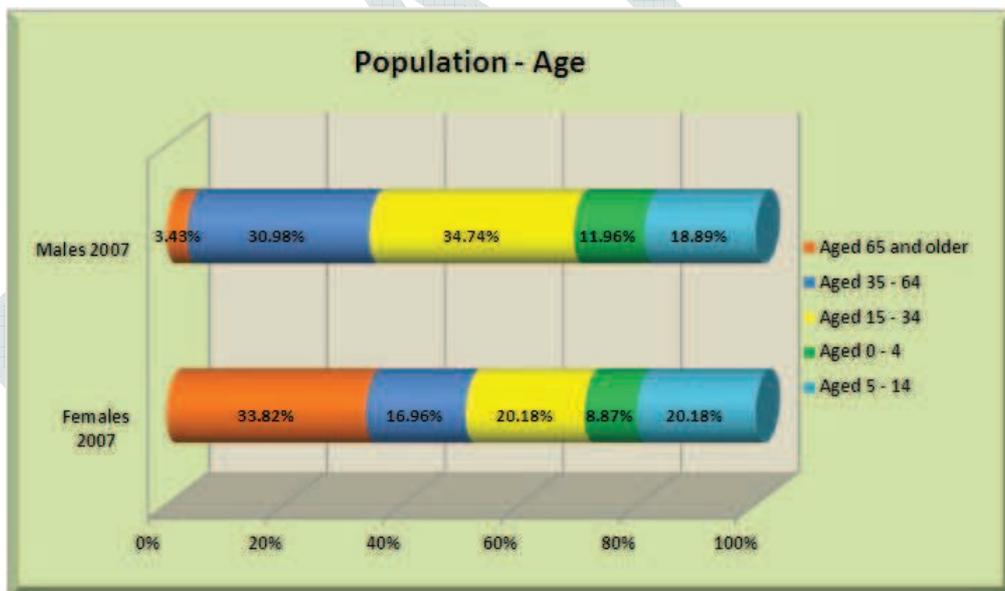
**c) POPULATION BY AGE**

Population - Gender/Age	2007
Females aged 0 - 4	1 781
Males aged 0 - 4	2 156
Females aged 5 - 14	4 052
Males aged 5 - 14	3 406
Females aged 15 - 34	6 791
Males aged 15 - 34	6 262
Females aged 35 - 64	6 284
Males aged 35 - 64	5 584
Females aged 65 and older	1 295
Males aged 65 and older	619

*Table 7: Population by age*

Source: Community Survey 2007

The following graph displays the population by age.



*Graph 2: Age Population*



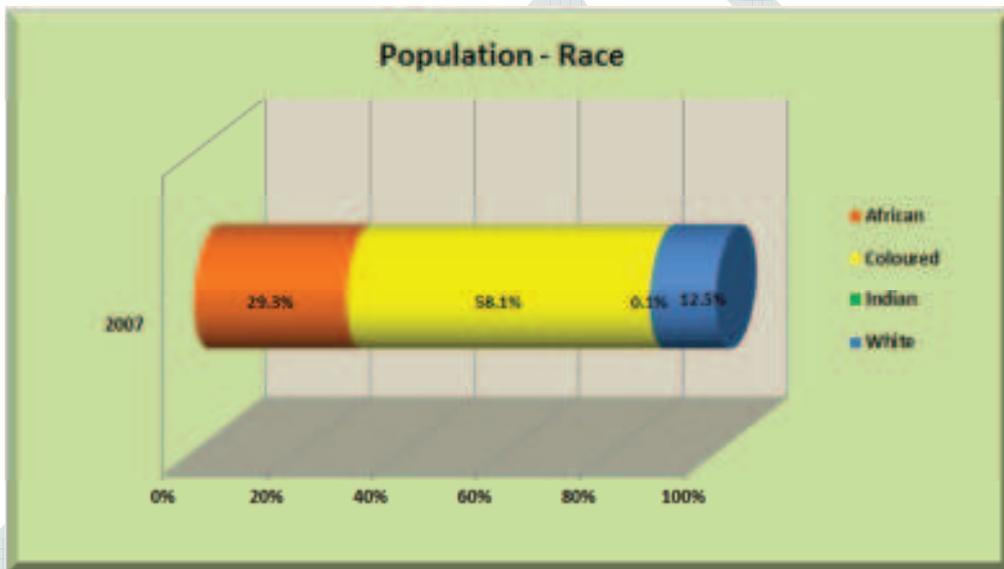
**D) POPULATION BY RACE CATEGORIES**

Population - Racial	2007	% Population
African	10 415	29.3
Coloured	20 666	58.1
Indian	33	0.1
White	4 425	12.5
<b>Total</b>	<b>35 539</b>	<b>100</b>

*Table 8: Demographic information of the municipal area – Race categories*

Source: Community Survey 2007

The graph below shows the population by race.



*Graph 3: Population by race*

**1.1.4 MUNICIPAL CHALLENGES**

The following general challenges are experienced by the municipality:

CHALLENGES	ACTIONS TO ADDRESS
High unemployment rate and poverty	Implementation of ward based infrastructure projects and other job creation initiatives
Housing Needs	Implementation of Turn key projects
Limited Municipal resources	Effective Budgeting and Financial planning
Replacing of ageing infrastructure	Submit applications to potential funders

*Table 9: Municipal Challenges*



# Chapter 2

# Governance





## CHAPTER 2: GOVERNANCE

Good governance has 8 major characteristics. It is participatory, consensus oriented, accountable, transparent, responsive, effective and efficient, equitable and inclusive and follows the rule of law. It assures that corruption is minimized, the views of minorities are taken into account and that the voices of the most vulnerable in society are heard in decision-making. It is also responsive to the present and future needs of society.

### 2.1 NATIONAL KEY PERFORMANCE INDICATORS - GOOD GOVERNANCE AND PUBLIC PARTICIPATION

The following table indicates the municipality's performance in terms of the National Key Performance Indicators required in terms of the Local Government: Municipal Planning and the Performance Management Regulations 7146 2001 and section 43 of the MSA. This key performance indicator is linked to the National Key Performance Area - Good Governance and Public Participation.

KPA& INDICATORS	Municipal Achievement	
	2010/11	2011/12
The percentage of a municipality's <b>capital budget</b> actually spent on capital projects identified for a particular financial year in terms of the municipality's integrated development plan	100	84

**Table 10:** National KPIs - Good Governance and Public Participation Performance

### 2.2 PERFORMANCE HIGHLIGHTS - GOOD GOVERNANCE AND PUBLIC PARTICIPATION

Highlight	Description
Good relations between the administration and the Council	Regular open discussions on service delivery matters
Regular Council Meets The People Programmes	Public meetings on IDP/Budget and Ward development

**Table 11:** Good Governance and Public Participation Performance Highlights

### 2.3 CHALLENGES - GOOD GOVERNANCE AND PUBLIC PARTICIPATION

Description	Actions to address
Poor attendance of IDP Rep Forums by Sectoral Departments	Discussion of the matter on District and Provincial Level
Poor functioning of Ward Committees	Training workshops on their functionality

**Table 12:** :Good Governance and Public Participation Challenges



## 2.4 GOVERNANCE STRUCTURE

### 2.4.1 POLITICAL GOVERNANCE STRUCTURE

The council performs both legislative and executive functions. They focus on legislative, oversight and participatory roles, and have delegated its executive function to the Mayor and the Executive Committee. Their primary role is to debate issues publicly and to facilitate political debate and discussion. Apart from their functions as decision makers, Councillors are also actively involved in community work and the various social programmes in the municipal area.

#### A) COUNCIL

Before the May 2011 local government elections, the Emthanjeni Local Municipal Council comprises of **14** elected Councillors, made up from **7** Ward Councillors and **7** Proportional Representation Councillors. The portfolio committees are made up of councillors drawn from all political parties. The party and gender representation in the Council is represented the table below:

Below is a table that categorised the councillors within their specific political parties and wards:

Name of councillor	Capacity	Political Party	Ward representing or proportional	Meetings Attendance %
ST Sthonga	Mayor	ANC	Ward Councillor	100
MM Freddie	Speaker	ANC	Proportional	100
NS Thomas	Councillor	ANC	Ward Councillor	100
GL Nyl	Councillor	ANC	Ward Councillor	100
GL Nkumbi	Councillor	ANC	Proportional	100
J Jood	Councillor	ANC	Ward Councillor	100
M Kivedo	Councillor	ANC	Ward Councillor	100
V Jonas	Councillor	Independent	Ward Councillor	100
M Malherbe	Councillor	DA	Proportional	100
W Du Plessis	Councillor	DA	Ward Councillor	100
J Rust	Councillor	DA	Proportional	100
B Swanepoel	Councillor	DA	Proportional	100
A Jaftha	Councillor	DA	Proportional	85
W Witbooi	Councillor	Cope	Proportional	100

Table 13: Council 2011/12



Below is a table which indicates the Council meetings attendance for the 2011/12 financial year:

Meeting dates	Council Meetings Attendance	Apologies for non-attendance
	%	%
14 July 2011	100	0
27 October 2011	100	0
24 February 2012	100	0
31 May 2012	100	0

Table 14: Council meetings

## B) EXECUTIVE COMMITTEE

The Mayor of the Municipality, **Councillor ST Sthonga** assisted by the Executive Committee, heads the executive arm of the Municipality. The Mayor is at the centre of the system of governance, since executive powers are vested in him to manage the day-to-day affairs. This means that he has an overarching strategic and political responsibility. The key element of the executive model is that executive power is vested in the Mayor, delegated by the Council, and as well as the powers assigned by legislation. Although accountable for the strategic direction and performance of the Municipality, the Mayor operates in concert with the Executive Committee.

The name and portfolio of each Member of the Executive Committee is listed in the table below for the period 1 July 2011 to 30 June 2012:

Name of member	Capacity
ST Sthonga	Exco & Technical & Finance
J Rust	Exco& Finance
GL Nyl	Exco& HR and Service Committee & Finance

Table 15: Executive Committee 2011/12

The table below indicates the dates of the Committee meetings and the number of reports submitted to Council for the period 1 July to 30 June 2012:

Meeting date	Number of items submitted to council
28 July 2011	3
6 October 2011	12
22 November 2011	8
27 January 2012	8
1 March 2012	7
23 March 2012	10
24 May 2012	4

Table 16: Committee Meetings



**c) PORTFOLIO COMMITTEES**

Section 80 committees are permanent committees that specialise in a specific functional area of the municipality and may in some instances make decisions on specific functional issues. They advise the executive committee on policy matters and make recommendations to Council. Section 79 committees are temporary and appointed by the executive committee as needed. They are usually set up to investigate a particular issue and do not have any decision making powers. Just like Section 80 committees they can also make recommendations to Council. Once their *ad hoc* task had been completed, Section 79 committees are usually disbanded. External experts, as well as Councillors can be included on Section 79 committees.

The portfolio committees for the 2006/11 Mayoral term and their Chairpersons are as follow:

a) Corporate Services & Social Development Committee

Name of member	Capacity
GL Nyl	Chairperson
J Jood	Member
W du Plessis	Member

**Table 17: Corporate Services & Social Development Portfolio Committee**

Meeting dates	Number of items submitted to council
11 October 2011	3

**Table 18: Corporate Services & Social Development Portfolio Committee Meetings**

b) Municipal Infrastructure Committee and Development Services Committee

Name of member	Capacity
ST Sthonga	Chairperson
GL Nkumbi	Member
W Witbooi	Member

**Table 19: Municipal Infrastructure Portfolio Committee and Development Services Committee**

Meeting dates	Number of items submitted to council
16 August 2011	11
29 November 2011	11
17 January 2012	6
6 March 2012	4
2 May 2012	7

**Table 20: Municipal Infrastructure Portfolio Committee and Development Services Committee Meetings**



c) Municipal Public Accounts Committee

Name of member	Capacity
M Malherbe	Chairperson
GL Nkumbi	Member
M Kivedo	Member

Table 21: Municipal Public Accounts Committee

Meeting dates	Number of items submitted to council
1 March 2012	1
15 March 2012	3
14 June 2012	1

Table 22: Municipal Public Accounts Committee Meetings

d) Rules Committee

Name of member	Capacity
MM Freddie	Chairperson
N Thomas	Member
A Jaftha	Member

Table 23: Rules Committee

Meeting dates	Number of items submitted to council
24 January 2012	2
20 March 2012	1

Table 24: Rules Committee Meetings

e) Financial Committee

Name of member	Capacity
ST Sthonga	Chairperson
GL Nyl	Member
J Rust	Member

Table 25: Financial Committee

Meeting dates	Number of items submitted to council
8 March 2012	2
10 May 2012	2

Table 26: Financial Committee Meetings



## 2.4.2 ADMINISTRATIVE GOVERNANCE STRUCTURE

The Municipal Manager is the Chief Accounting Officer of the Municipality. He is the head of the administration, and primarily has to serve as chief custodian of service delivery and implementation of political priorities. He is assisted by his direct reports, which constitutes the Management Team, whose structure is outlined in the table below:

Name of Official	Department	Performance agreement signed
		Yes/No
I Visser	Municipal Manager	Yes
MF Manuel	Finance	Yes
EM Diamane	Corporate, Community, Development	Yes
FD Taljaard	Infrastructure And Housing	Yes

**Table 27: Administrative Governance Structure**

## 2.5 PUBLIC ACCOUNTABILITY

Section 16 of the Municipal Systems Act (MSA) refers specifically to the development of a culture of community participation within municipalities. It states that a municipality must develop a culture of municipal governance that complements formal representative government with a system of participatory governance. For this purpose it must encourage and create conditions for the local community to participate in the affairs of the community. Such participation is required in terms of:

- the preparation, implementation and review of the IDP;
- establishment, implementation and review of the performance management system;
- monitoring and review of the performance, including the outcomes and impact of such performance; and
- Preparation of the municipal budget.

### 2.5.1 WARD COMMITTEES

The ward committees support the Ward Councillor who receives reports on development, participate in development planning processes, and facilitate wider community participation. To this end, the municipality constantly strives to ensure that all ward committees function optimally with community information provision; convening of meetings; ward planning; service delivery; IDP formulation and performance feedback to communities.

The municipality has taken the lead in establishing operational ward committees in all seven wards.

Members were elected through a nomination process by community members residing in the Wards and appointment by Council. The Ward Councillors are the Chairpersons of the various Ward Committees.

Open communication channels and interaction exist between the Ward Committee members, the various municipal organisational structures and other interested non-governmental bodies in the Emthanjeni Municipal area.



The tables below indicate the respective ward committee membership and the dates on which ward committee meetings were held during 2010/2011.

**Ward 1**

Name of representative	Capacity representing	Dates of public ward meetings held during the year
Paulina Vywers	Ordinary Member	2 August 2011 2 February 2012 25 April 2012
Benita Louw	youth	
Wendy Baardman	Disabled	
Maria Le Grange	Education	
Flip Goodman	Church	
Arnolds Mackay	Safety	
Hendrick Phillips	Government department	
Renata Smeer	Women	
Gerald Middleton	Youth	
Gregory Afrika	Sport	

**Table 28: Ward 1 Committee Meetings**

**Ward 2**

Name of representative	Capacity representing	Dates of public ward meetings held during the year
Micheal Pienaar	Church	28 May 2012 14 June 2012
Ettienne Lawak	Sport	
Irene Absolom	SMME	
Tershia Meyers	Youth	
Richard Mfuku	Youth	
Sharon Wangra	SMME	
M Tybos	Women	
Patricia Olifant	NGO	
Elsie Bosman	Women	
Joline Hoffman	Church	

**Table 29: Ward 2 Committee Meetings**



**Ward 3**

Name of representative	Capacity representing	Dates of public ward meetings held during the year
Nontobeko Nkontwana	Government Department	6 February 2012 23 April 2012
Khunjulwa Ninzi	NGO	
Ntombowko George	Women	
Trevon Tokwana	Sport	
T.P Mphephetho	Unemployed	
E.N Ralawe	Women	
Mncedisi Davana	Cultural group	
Mbulelo Mokwena	Youth	
Babalwa Madyo	Youth	
Buyani Maliti	Youth	

**Table 30: Ward 3 Committee Meetings**

**Ward 4**

Name of representative	Capacity representing	Dates of public ward meetings held during the year
Thembekele Grawula	NGO	11 April 2012 22 October 2012
Vuyo Monna	Youth	
Thenjiwe Simanga	Youth	
Sharon Booysen	Education	
Lucinda Brandt	Health/Business	
Mandisa Mfenana	Women	
Nomonde Ngokweni	Church	
Nimrode Godlo	Crime Prevention	
BP Mayekiso	Sport	
Jan Scheffers	Local government	

**Table 31: Ward 4 Committee Meetings**



**Ward 5**

Name of representative	Capacity representing	Dates of public ward meetings held during the year
IJ van Zyl	Ordinary Member	01 February 2012 2 May 2012
CJ Duncan	Business Sector	
GK Engelbrecht	Rotary Club	
CJ Issel	Ordinary Member	
HLE Appolis	Government Department	
H Waters	Youth	
M Morkel	Government Department	
N Silo	Women	
Z Mtwana	Youth	
G Cona	Government Department	

**Table 32: Ward 5 Committee Meetings**

**Ward 6**

Name of representative	Capacity representing	Dates of public ward meetings held during the year
Julius Bramley	Ordinary Member	21 July 2011 6 February 2012 7 May 2012
Khwetshube Nompumelelo	Women	
Eddie Larkman	Business Sector	
Nyenjiwe Ncapayi	Women	
Thenjiwe Pienaar	Adult Education	
Isaac Andrews	SMME	
Zamile Mhalaba	Government Department	
Linda Joka	Education	
Mlungisi Sestile	Church	
Zamathemba Yawa	Church	

**Table 33: Ward 6 Committee Meetings**



**Ward 7**

Name of representative	Capacity representing	Dates of public ward meetings held during the year
Rachel Arnolds	Women	21 July 2012 2 February 2012 3 May 2012
Wensiwe Fennie	Youth	
Ester Fennie	Government Department	
Daniel Matsio	Old age	
Alime Fillani	Ordinary Member	
Martienes Du Preer	Sport	
Sera Mathews	Church	
Marjou Bezuidenhout	Sport	
Joseph Fortuin	SMME	
Mike Solomon	Ordinary Member	

**Table 34: Ward 7 Committee Meetings**

**2.5.2 FUNCTIONALITY OF WARD COMMITTEE**

The purpose of a ward committee is:

- to get better participation from the community to inform council decisions;
- to make sure that there is more effective communication between the council and the community; and
- to assist the ward councillor with consultation and report-backs to the community.

Ward committees should be elected by the community they serve. A ward committee may not have more than 10 members and women should be well represented. The ward Councillor serves on the ward committee and act as the chairperson. Although ward committees have no formal powers, they advise the ward Councillor who makes specific submissions directly to the Council. These committees play a very important role in the development and annual revision of the integrated development plan of the area.

Transport is provided, where necessary, to ward committee members to attend Ward Committee meetings and functions where public participation, through the Ward Committee system is required.

Venues have been established for the Ward meetings, and support personnel, through the Community Liaison Officers and Community Development Workers have been put at their disposal. Food and beverages are provided at the ward committee meetings.



The table below provides information on the establishment of Ward Committees and their functionality:

Ward Number	Committee established Yes / No	Number meetings held during the year	Committee functioning effectively Yes / No
1	Yes	5	Yes
2	Yes	4	Yes
3	Yes	1	No
4	Yes	3	Yes
5	Yes	9	Yes
6	Yes	2	Yes
7	Yes	2	Yes

**Table 35: Functioning of Ward Committees**

### 2.5.3 REPRESENTATIVE FORUMS

#### A) LABOUR FORUM

The table below specifies the members of the Labour forum for the 2011/12 financial year:

Name of representative	Capacity	Meeting dates
B Swanepoel	Employer	24 October 2011 4 May 2012
GL Nyl	Employer	
ST Sthonga	Employer	
A Cawood	Imatu	
E N Jacobs	SAMWU	
M Jack	SAMWU	
Oliphant	SAMWU	
I Visser	Employer	
EM Diamane	Employer	
FM Manuel	Employer	
FD Taljaard	Employer	
Qondile	SAMWU	
Mantji	SAMWU	

**Table 36: IDP Forum**