

MPAC OVERSIGHT REPORT
OVER THE ANNUAL REPORT
2023/24

MPAC OVERSIGHT REPORT OVER THE ANNUAL REPORT 2023/24

1. STRATEGIC THRUST

MPAC Oversight Report on the 2023/24 Annual Report.

2. OBJECTIVE

To recommend to Council the consideration and correction of the 2023/24 Annual Report and to adopt the Oversight Report containing Council's comments in terms of Section 129 (1) of the Municipal Finance Management Act 56 of 2003.

3. SUMMARY

(a) Introduction

MPAC has been established in terms of Section 79A of the Municipal Structures Act to conduct oversight functions. MPAC is the mechanism through which Council exercises oversight over the Executive.

(b) Background

The 2023/24 Annual Report was in terms of Section 127 (2) of the MFMA, tabled to the Municipal Council meeting held on the 24 January 2025. MPAC has analysed the municipality's Annual Report together with the Annual Financial Statements and made recommendations. The oversight report needs to be adopted by Council.

Preliminary questions emanating from the Annual Report were constructed and forwarded to the Accounting Officer detailing the issues raised by the Auditor-General and requesting written responses.

4. PROBLEM STATEMENT

In terms of section 127 (5) of the MFMA, the Accounting Officer must immediately after the Annual Report is tabled, make public the Annual Report and submit the Annual Report to the

Auditor-General and Provincial Treasury and CoGTA. Following this, MPAC has to write an Oversight Report on the Annual Report 2023/24

5. FINANCIAL IMPLICATIONS

The Municipality has in place a good financial system or control measures that can further improve the Auditor-General's findings, if they are implemented correctly.

6. LEGAL IMPLICATIONS

According to Section 129 of the MFMA, a municipality must table an Oversight Report emanating from the Annual Report.

7. COMMENTS BY THE CHAIRPERSON

The Municipal Public Accounts Committee as a legislated Committee, needs to be supported by Council and the administration in order for the Committee to efficiently fulfil its oversight role.

8. IT IS RECOMMENDED THAT: -

- Council approves the 2023/2024 Annual Report and adopt the Oversight Report.
- The recommendations of the Audit Committee serve as a working document to achieve the targets and objectives set out by the Audit Action Plan.
- The Municipal Public Accounts Office be capacitated with a Researcher, MPAC Co-ordinator and Secretary.
- The Oversight Report 2023/2024 be uploaded on the municipal website.
- The Oversight Report 2023/2024 be submitted to the Provincial Legislature and Provincial Treasury.
- Council implement MPAC recommendations.

Author:

Cllr M.L Lekhuleni

MPAC Chairperson

MPAC OVERSIGHT REPORT OVER THE ANNUAL REPORT 2023/2024

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1. PURPOSE OF THE REPORT

The main purpose of the report is to recommend to Council the consideration of the 2023/2024 Annual Report and to adopt the oversight report containing Council's comments on the Annual Report in terms of Section 129 (1) of the Local Government: Municipal Finance Management Act, 2003(Act no.56 of 2003).

2. BACKGROUND

2.1. Section 129 (1) of the MFMA determines that:-

129 (1) The Council of a Municipality must consider the Annual Report of the municipality and of any municipal entity under the municipality's sole or shared control, and by no later than two months from the date on which the Annual Report was tabled to Council in terms of section 127, adopt an oversight report containing the Council's comments on the annual report, which must include a statement whether the Council- (a) has approved the annual report with or without reservations; (b) has rejected the annual report; or (c) has referred the annual report back for revision of those components that can be revised.

2.2. Municipal Public Accounts Committee

The Municipal Public Accounts Committee are established in terms of section 79A of the Municipal Structures Act to conduct oversight functions. The Municipal Public Accounts Committee is the mechanism through which Council exercises oversight over the Executive functionaries of Council and to ensure good governance in the municipality. Council must provide assurance to the public that public monies and assets are being managed properly and that value for money is being rendered by public sector institutions in their spending of public funds.

2.3. Composition of the Municipal Public Accounts Committee

1. Cllr Lekhuleni Mathalaza Lizah (**Chairperson**) (ANC)
2. Cllr Dube Khangezile Inkie (ANC)
3. Cllr Hlatshwayo Alliance Welcome (ANC)
4. Cllr Kubayi Surprise Harold (EFF)

5. Cllr Mabunda Emeldah Engel (ANC)
6. Cllr Matsie Linky (BRA)
7. Cllr Mapaila Thomas Tervin (ISANCO)
8. Cllr Ngomane Roux Jacky (ANC)
9. Cllr Sebatane Grinios (ANC)
10. Cllr Sihlabela Helman Ezekiel (ANC)

3. PROCESS FOLLOWED BY MPAC

3.1. MPAC adopted the following approach:

The Committee considered the 2023/20241 Annual Report of the municipality and noted that the compilation of the report was done according to the legislated requirements.

A memorandum was forwarded to the Accounting Officer with preliminary questions that were responded to. Some questions were not adequately addressed; hence follow-up questions will follow.

3.2. SITE VISITS

1. ACORNHOEK SPORTS FACILITY

- There is no progress on the project since last visit.
- The palisade is not complete, whereas entry points are not secured.
- The retainer wall done on the first phase of the project is now dilapidated.
- Excavation for column trenches half done
- Casting concrete for 41 column bases out of 70 columns done

Challenges

- The contractor surrendered the project due to financial constraints

Recommendations

- The Accounting Officer must fast-track the appointment of a new contractor to complete the sports facility

2. CONSTRUCTION OF INTERNAL STREETS AT MARITE (KA-MONA)

- The construction project of 2,13km pavement is practically complete, and the community is happy with the project.

Challenges

- The contractor needs to complete the snag list but is not onsite.

Recommendations

- Continuous maintenance after snag list is complete
- Regular maintenance be done on the pavement to ensure longevity of the infrastructure.

3. MAINTENANCE OF THULAMAHASHE STADIUM

- The Thulamahashe Stadium is not properly maintained hence the work done to maintain is not visible.
- The stadium is always dirty with uncut bushes
- The gates that connect to the field do not lock
- The ablution facilities are not working properly due to blockage.
- The soccer teams that always use the stadium for training leave their soccer gear in the changing rooms and makes the place to have a foul smell.
- A borehole be drilled solely to service the stadium

Recommendations

- Proper management be dedicated to the everyday maintaining of the stadium
- Right of admission must be reserved as unauthorised personnel enter and vandalise the property.
- Booking rates must be increased to include a deposit fee that will be withheld in case of damage.
- An inspection checklist must be developed to ensure that proper care is taken by those who hire the stadium.
- Property not belonging to the municipality must not be left unattended in the changing rooms
- A fully dedicated facility caretaker must be deployed to ensure the everyday upkeep of the stadium
- A budget be set-aside for the stadium to meet FIFA requirements in order to collect revenue during soccer games

4. CONSTRUCTION OF BULK PIPELINE AND STORAGE AT NKANINI

- The project that comprised of water reticulation (communal standpipes) in Nkanini is complete.
- The ground steel tank is connected to the existing reservoir

Challenges

- The existing reservoir takes longer to fill-up which indicates that they could be a blockage on the pipeline, and it affects the access to water for the nearby community

Recommendations

- Maintenance be done to check the proper functionality of the pipeline.

5. CONSTRUCTION OF INTERNAL STREETS AT XANTHIA WARD 28

- Paving project of 2.2km road is complete.



Recommendations:

- Regular maintenance be done to ensure longevity of the infrastructure.

6. WATER RETICULATION AT ROLLE PHASE 3

- The project is at 77% completion and the contractor has since abandoned site due to financial constraints.

Recommendations

- The contractor be terminated or a sub-contractor be appointed to complete the outstanding work.

7. CONSTRUCTION OF 2.5KM INTERNAL STREETS IN EGLINGTON

- The project of paving 2.5km internal street, kerbing, speedhumps, road signs and road markings is complete.





Challenges

- During construction, the contractor damaged the existing pavement and failed to repair it.
- The speedhumps were not constructed properly and makes it difficult for small vehicles to manoeuvre

Recommendations

- The contractor be requested to repair the damaged pavement as they have found it
- The speedhumps be redone in the standardised way

8. CONSTRUCTION OF MECHANICAL WORKSHOP IN DWARSLOOP PHASE 1

- The workshop is complete with equipment but no workforce
- A 3 phase power supply needed for the workshop to operate

Challenges

- The set budget for the 3 phase power supply was diverted to other votes

Recommendations

- A budget be adjusted to be able to connect the 3 phase power supply
- Dedicated workforce be appointed to maintain the municipal fleet

9. THULAMAHASHE LANDFILL SITE (PHASE 3)

- The project is on 57% and currently on hold as the contractor has since abandoned site due to the challenge of procuring materials that are necessary to complete the project.

Recommendations

- The Accounting Officer intervene to ensure the completion of the Landfill site.

13. ACORNHOEK LIBRARY

- Part of the library burned down after a break-in in October 2022. Since then, the library is not working, and renovations have not been done yet.
- During site visit done on the 17 March 2025, the committee encountered that a Contractor has been appointed to rehabilitate the library for a 06 month period.

Recommendations

- A facility caretaker be appointed for the day-to-day upkeep of the library.

14. CONSTRUCTION OF CULVERT BRIDGE AT THULAMAHASHE SECTION B

- The construction of culvert bridge at Thulamahashe B is complete
- The project is in progress.

Recommendations

- Maintenance be done as there are potholes along the bridge
- By-laws be enforced for illegal dumping
- The scope of work be extended for a phase 2 project.



4. GENERAL COMMENTS ON THE CONTENT OF THE ANNUAL REPORT

that

- a) While the 2023/2024 Annual Report was drafted according to Circular 63 guidelines, there are many repeated errors and information from previous Annual Reports that indicate that the information was not verified before submitting to Council.
- b) All Councillors and officials must play an active role in the thorough review of the Annual Report to ensure what is reported is what is on the ground.

5. RECOMMENDATIONS

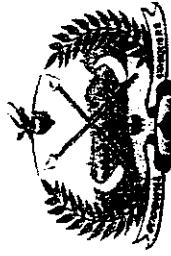
- a) Council, having fully considered the 2023/24 Annual Report of the Bushbuckridge Local Municipality adopts the 2023/2024 Oversight Report.
- b) Dedicated personnel be appointed to over-look all municipal buildings
- c) The 2023/2024 Oversight report be uploaded on the municipal website.
- d) The Municipal Public Accounts office be capacitated with a Researcher and Secretary.
- e) Dedicated workforce be appointed to solely be caretakers of all municipal

Author: Cllr Lekhuleni M.L

MPAC Chairperson

ANNEXURE A

PRELIMINARY QUESTIONS TO THE EXECUTIVE



BUSHBUCKRIDGE
LOCAL MUNICIPALITY

TO	MPAC CHAIRPERSON	FROM	EXECUTIVE MAYOR
DATE	06 MARCH 2025	ENQ	NGWANA T.
		REF NO	

**SUBJECT: RESPONSES TO PRELIMINARY QUESTIONS BY MPAC EMANATING
FROM THE 2023/2024 ANNUAL REPORT**

Kindly, find below the responses to all the questions raised by the MPAC, emanating from the 2023/24 Annual Report, as part of their responsibility to exercise oversight over the executive functionaries of Council.

Hoping that you find this in order

CLLR M.L. MOROANE
EXECUTIVE MAYOR

06/03/2025

DATE

Question 1: As per the Auditor-General's findings, that the target set by the institution in terms of Revenue Collection is not realistic and or effective, Provide the Revenue Collection Policy and strategy, and how do you intent to turn the situation around.

Response: The municipality exceeded its revenue target by R90M. However, there are plans to review the Revenue Enhancement Strategy to further improve collection efforts. Additionally, a 50% discount has been offered to all consumers, valid until 30 June 2025. See attached RES and Credit Control and Debt Management policy. (**See attached Revenue Enhancement Strategy and Credit Control and Debt Management policy as Annexure A & B).**

Question 2: One of the major expenses as per your report is on Security, in fact more funding allocated in security during the financial years 2022/2023 and 2023/2024. Kindly share with Committee what causes this, is the institution concern and its plans to arrest the situation.

Response: The institution is indeed concerned about the rate of Security Expenditure. It is important to highlight that crime in South Africa is very high and Bushbuckridge Municipality is not immune from criminal activities including contact crime, theft of Municipal property, vandalism, arsons, illegal closing of Municipal Offices, disruption of Council meetings and events, illegal closing of roads, car and truck hijackings etc. All the above require us to have a plan, strategy, policy, budget and human resource to provide security and safeguard and maintain municipal assets in line with the MFMA of 2003.

In the financial year (FY) 2022/23, management took a decision to negotiate security rates with the appointed security companies. This means we were not paying the appointed security companies in line with their submitted bids rates and the national regulated rates by PSIRA (Private Security Industry Regulatory Authority).

The later decision has financial benefits to the municipality. However, it also came with negative impacts and effects. We witnessed closure of municipal offices by aggrieved security guards from different security companies. The municipality must manage the employer-employee crisis management between the security guards and their employers.

The municipality was summoned to the Mpumalanga High Court on case no:2777/2018 involving two security companies previously contracted by the Municipality: Izingwenya 210 Investment cc and Juslo security services cc. This case emanated from the issue of security rates. Fortunately, we won the case. (**See the Court Judgement as Annexure C)** There are new additional infrastructure projects that are completed and need to be safe guarded, this means that there will be additional security costs.

The municipality total asset value was at R87 001 211.00 in 2022/23. Increase to R100 644 312.00 in 2023/24. We can see that the assets value of the municipality is increasing year-on-year, hence they will be an increase in security costs.

The contracted security companies not only safeguard municipal properties but also protect our staff and political office bearer. Our staff have been violated, particularly those working in the plant during night shifts. The municipality must fight this scourge whenever our staff in the water services are raped, robbed of their personal belongings including cash, cell phone, clothes and vehicles.

Security provision in any business set-up or family set-up is crucial in deterring criminal activities, monitoring access to municipal properties, identify suspicious behaviour and provide immediate response to emergencies. Security essentially acts as a visible deterrent to crime and ensure safety of staff and safeguard municipal assets.

PLANS TO ARREST THE SITUATION

We plan to implement the following strategies to reduce the cost of security:

- Use of technology to provide security supervision and management by installing CCTV cameras
- Partner with private business to install cameras on the R40 road and R536 Road leading to Kruger Gate, and other inter-connecting roads.
- Engage contracted security companies to re-negotiate the rates. It is important to highlight that the current rates are already negotiated downwards, we are not paying according to the regulated rates by PSIRIA.
- Working together with other internal Department like Technical Services and EDPE to reduce the number of warm security guards' bodies from the different workstations.
- The Department of Community Safety, Security and Liaison (DCSSL) will be taking over the DLTC function in April 2025. We believe this will reduce the cost of security expenditure.
- Partner and support the Municipal Community safety Forums, CPFs and the Bushbuckridge Crime Watch

Question 3: Planned Projects that were approved for implementation and these projects were NOT implemented due financial constraints. AG mentions these projects in her report and was not necessary. Could there be processes in the institution, a Project Review process that

is in place and if it is in place why this process was not followed in the financial 2023/2024.

Response:

All projects are implemented through the approved IDP and budget by the Council. The budget is adjusted on the second quarter of the year, looking on the movement of projects or projects performance. The Municipality over committed some of the projects which performed faster and affected other projects that had not started during budget adjustment. All affected projects by this process were moved to the next financial year 2024/25. This has, at times, resulted in the misalignment of Budget, IDP and SDBIP.

Question 4: AG finding is that the institution Annual Financial Statements are submitted with errors just that AG returns them to the Institution. In fact, if this was not done the institution would downgrade in terms of outcome. Kindly share with the committee evidence, processes that is followed by the institution particularly in 2023/2024.

Response:

The processes in place are such that, the Municipality has an Audit Steering Committee that meets quarterly to review progress for all directorate. The AFS are reviewed by the CFO, Internal Audit and Audit Committee, including reviews conducted by the Ehlanzeni District Municipality and Provincial Treasury.

Question 5: One of the challenges that is hindering the institution from acquiring clean audit is the Action Plan, please indicate your view comment agree or disagree with the statement. Kindly provide reasons why you agree or disagree with statement further share with committee evidence in relation to your view.

Response:

The municipality agreed with the statement, acknowledging that if the findings are not addressed, they may become recurring issues, which could negatively impact the next audit opinion. (**See the attached Clean Audit Strategy as Annexure D**)

Question 6: The report indicates that part of an inability to reach some of the targets for instant Technical is that the institution is short-staffed. The report also indicate that the Institution is spending around forty-nine percent (49%) on salaries. **Share with the committee what is required in terms of average percentage expected for salaries,** further share with us the Skills Audit that the institution has, including when, how was it conducted and what was its finding, recommendations what the action you took in relation to it.

The municipality has filled the below listed positions under technical services

- 1 position for Pipeline Maintenance supervisor
- 1 Position for Pump-station and borehole maintenance supervisor
- 12 positions for Process Controller
- 1 position for Maintenance Superintendent
- 1 position for Water Quality Supervisor
- 3 Positions Plant Shift Supervisors
- 6 Positions for Fitter and Tuner

The average percentage for staff remuneration is 35% of the total government budget which is located for employees' salaries.

The municipality was utilizing the COGTA national Gap skill system to conduct skill audits. The National department experienced challenges with the Gap Skill System where many municipalities were unable to utilize the system effectively. To date a number of municipalities, have a challenge in utilizing the gap skill audit system.

Question 7: *The use consultants is taking place in the institution, this statement may be correct or incorrect, please share you view as an institution, where, when and why use of consultants. Kindly share with the committee a detailed list of this for the financial year 2023/2024.*

Response:

We acknowledge the committee's perspective. The need for consultants arises in areas requiring specialized expertise that may not be available within the institution. Corporate Services, EDPE, Finance, and technical departments engage consultants where expert services are necessary due to their specialization and cost-effectiveness. Some consultancy services are required on a one-time basis, while others

are ongoing, depending on the needs of the institution. (**See attached List of Consultants as Annexure E**)

Question 8: Considering the financial status of the institution currently and in 2023/2024 financial year. Kindly share with committee detail list of contracts including multiyear for the 2023/2024 financial year. The list should also detail any dispute, late payment, status of the contracts financially and technically, including the Ward in which the project is being implemented.

Response:

(See the attached commitment register as Annexure F).

Question 9: One of the challenges that is hindering the institution from acquiring clean audit is Risk Management. Does the institution have a Risk Management Policy? How is it implemented and share a Risk Register for the financial year 2023/2024?

Response:

Yes, the Municipality has a Risk Management Policy, which is currently being implemented. The Municipality has developed the Strategic Risk Register and Fraud Register for the entire Municipality and Operational Risk Registers for all Departments. These Registers are monitored for implementation on a Quarterly basis, where reports are submitted to both the Risk management Committee and the Audit Committee. (**See attached Strategic Risk Register and Operational Registers as Annexure G**)

Question 10: The report indicates that the website of the municipality is complying with the requirement of municipal website as set out in MfMA section 75. Any record indicating how frequently is the website updated? Number of visits to the site and pages that are frequently visited, please provide evidence in relation to the financial as per the institution report.

Response: The attached monthly website reports provide statistical information on documents uploaded on the website, as well as the mostly visited pages, however, the estimation on number of visits to the site is 250 000(two hundred and fifty) and in order of preference are: home page, tenders, open vacancies, RQFs, though it may differ from month to month. (**Attached as Annexure H**)

Question 11: The institution has shared contact details for the Municipality including Regional Offices on the website, kindly share with us how effective the service is, in terms of detailed records of these calls as per financial year 2023/2024.

Response: **The municipal office lines are working and monitored through MTN contract. The records have been requested from MTN.**

Question 12: *Why are the Employee Costs higher than the previous year?*

Response:

The high number of employees working overtime and standby has contributed to the increase of employees related costs. Management has implemented the corrective measure of stopping all overtime and standby that were not approved by the current management. Follow-up meetings to correct the misuse of overtime and standby are ongoing. In addition, Employee Cost increase annually due to annual inflation increases as per bargaining agreement, the annual increase of section 54, 56 employees' salaries and Councillors Upper limits.

Questions 13: *What are the by-laws in terms of Business Licensing?*

Response:

1. The municipality has a Trading By-law that aims to regulate and enforce compliance on trading for businesses.
 - The By-law was adopted by Council and promulgated in 2021 (Notice 34 of 2021) and is currently under implementation.
2. The municipal Council has also adopted a Township, Rural and Village Economies By-law in January 2025.
 - The by-law aims to regulate township and rural economies and prescribes quotas on a proportion of businesses to be run and owned.
 - The office is in the process of promulgating the By-law for proper implementation as required by the law.

Question 14: *What measures are put in place to reduce water losses? How effective are the measures?*

Response:

The municipality is implementing a Water Loss Management Program (water conservation and demand management strategy) in the current financial year, which is aimed, among others, at reducing water losses. The effectiveness of the Programme will be assessed at the end of the current financial year.

Question 15: For consecutive years, the A-G makes emphasis on water losses. Why does the Accounting Officer not change the strategy if it is not working?

Response:

The Municipality is now implementing a Water Loss Management Programme, which will ensure that the issues of water losses are addressed. The Programme will also target areas where illegal connections have been identified, so that they are removed and proper connections made by the Municipality in order to account for the water provided.

Question 16: Is there Internal Control on Municipal fleet?

Response:

The Fleet management policy was revised and approved by council in April 2024 as a control measure. Standard Operating Procedures (SOP) to guide the implementation is in place.

Question 17: On Chapter 3 of the Annual Report, it indicates that households have access to water. Provide a breakdown of all households with access to water.

Response:

See attached list (**As Annexure I**)

Question 18: On Sanitation, what was the planned target and it which wards was implementation done? Was it grant funded or own revenue? Provide a comprehensive report indicating all the phases and total cost.

Response:

The Municipality roll out sanitation projects or VIP toilets construction in the Midlands Zone (ward 7,8,9,10,11,12,13,22,31,28,36) in the financial year, 2023/2024. The project was own funded to the value of R 16 000 000 with households of 1410 that benefited, the project was done in a single phase.

Question 19: Does the municipality have a strategy that speaks to conservation plans to create sustainable jobs?

Response:

The BLM LED Strategy has identified the following sectors that can create sustainable jobs and grow local economy in the Municipality Agriculture, Manufacturing, Tourism and SMME Development

1. Agriculture

Targeting Agro-processing

Access to Market e.g. School Nutrition programme, retailer (Shoprite, Spar, etc)

2. Manufacturing

- Essential oils: extraction from indigenous trees/fruits (Masala, Marula,etc)
- Atchar Making, etc (every household will participate and generate income)

3. Tourism

- Promote village and township tourism.
- Signature events i.e. Traditional Dances, Dikoma, vukanyi/marula harvest celebration.
- Business Breakfast to celebrate and honour best achievers in tourism business which will lead to provision of excellence and services.
- Provide assistance to tourism businesses to attend International Exhibition (like Tourism Indaba)
- Promote working relationship (partnership between BIG and small business)

4. SMME Development

- Implement Incubation Programme
- Provide Free WiFi (Internet) centres for SMME assistance.
- Develop a Marketing Website for SMME's.
- Do pop-up markets and exhibitions as marketing platforms.

Question 20: On high mast lights, the report indicates that 80 high mast lights are done but not energised. How far with energising? What are the challenges

Response:

The energisation of high mast lights is done by Eskom, of which the municipality does not have control over it. However, we will make follow-up with Eskom in this regard.

Question 21: For a thorough oversight, we request the following documents:

- a) Maintenance Plan for all Municipal Buildings ([annexure K](#)), Highmast lights ([annexure L](#)), Yellow Fleet ([attached as Annexure J](#))
- b) Indigent Register ([Annexure M](#))
- c) Revenue Collection Strategy ([Annexure A](#))
- d) A detailed report on the culvert bridges that were constructed in the 2023/24 financial year ([Annexure N](#)).
- e) A detailed report on the Acornhoek Sports Facility (initial start of the project, when was the contractor appointed, total planned budget, outstanding work to be done). [See attached annexure O](#)

Response:

- (a) All municipal vehicles are serviced in accordance with the Fleet Management Policy and specification prescribed by the manufacturer. For necessary services all fleet are taken for repairs to the approved mechanical workshop. If the fleet is still under maintenance plan, it is

taken to the principal dealer. Reports for the implementations are submitted to council on the quarterly basis. (**Fleet Management Policy and fleet management SOP attached as annexure P**)

The Municipality is in the process to develop the Municipal Buildings Maintenance Plan. Maintenance was conducted in the various buildings. (**see attached report**).

The Municipality uses the Standard Operating Procedure for the Highmast Lights (**See attached**)

ANNEXURE LIST

- A – REVENUE ENHANCEMENT STRATEGY
- B – CREDIT CONTROL AND DEBT COLLECTION POLICY
- C – SECURITY COURT JUDGEMENT
- D – CLEAN AUDIT STRATEGY
- E – LIST OF CONSULTANTS
- F – COMMITMENT REGISTER
- G – STRATEGIC RISK AND OPERATIONAL REGISTERS
- H – WEBSITE REPORT
- I – HOUSEHOLDS WITH ACCESS TO WATER AND SANITATION
- J – FLEET MANAGEMENT AND PROCEDURE MANUAL
- K – MAINTENANCE PLAN FOR MUNICIPAL BUILDING
- L – MAINTENANCE PLAN FOR HIGHMAST LIGHTS
- M – INDIGENT REGISTER
- N – CULVERT BRIDGE CONSTRUCTED IN 2023/24FY
- O – ACORNHOEK SPORTS FACILITY

P – FLEET POLICY

ANNEXURE A

BUSHBUCKRIDGE LOCAL MUNICIPALITY

REVENUE ENHANCEMENT STRATEGY 2023/2024



BACKGROUND

The municipal revenue enhancement strategy was approved by Council during the 2014/15 financial year and it was implemented immediately. The current revenue strategy yielded positive results even though some of the issues are not addressed as yet.

The collection of revenue from all sources is of vital importance in determining the going concern status of the municipality. For the municipality to ensure sustainability of service delivery and infrastructure development, it needs a healthy cash-flow. It is key that the municipality must have a credible, fair and transparent mechanism in its endeavours to increase and improve revenue collection from debtors and other revenue sources.

Revenue enhancement is about improving or increasing the value of revenue generated. This revenue enhancement strategy is a combination of bringing about additional revenue stream and also increasing revenue within existing revenue streams.

Components of revenue enhancement:

- Policy developments that give rise to additional sources of revenue.
- The ability of the municipality to grow its own revenue base.
- Covers short term and long term strategy.

STATUS QUO (2019/2020 financial year)

The Municipality is largely dependent on government grants and only 25% comes from own revenue. The municipal revenue base is very low, due to the rural nature of the municipality.

- Only R190 million was collected
- High debtors book balance of over R1.7 billion

1. SHORT TERM RESOLUTIONS

CATEGORY	ISSUE	PROBLEM STATEMENT	RESOLUTIONS	BUDGET	TIME FRAME	RESPONSIBL E	STATUS QUO
EDPE	Low revenue collection		<ul style="list-style-type: none"> ➤ Promulgation of the waste by-law for the implementation of fines and penalties and appointment of by-law enforcers. ➤ Allocation of compactor trucks and skip bins for lodges and conservation arrears ➤ Procurement of 200 litre dustbins to be distributed to the new settlements, lodges, businesses and governments ➤ Servicing of thulamahshe-c, greenvalley and dwarsloop township (erven) for disposal 	R500 000	30 June 2021	Director EDPE	Implemented

BUSHBUCKRIDGE LOCAL MUNICIPALITY REVENUE ENHANCEMENT STRATEGY

		Implement ed

BUSHBUCKRIDGE LOCAL MUNICIPALITY REVENUE ENHANCEMENT STRATEGY

	<p>Businesses operating without licenses</p>	<p>Approved applications for businesses are not implemented</p>

BUSHBUCKRIDGE LOCAL MUNICIPALITY REVENUE ENHANCEMENT STRATEGY

Unregulated informal traders/street traders	TECHNICAL	<p>Significant number of business are billed flat rate</p> <p>Loss of revenue due to unmetered businesses</p>	<ul style="list-style-type: none"> ➤ Installation of water meters on all businesses ➤ Formalise/legalise carwashes. ➤ Develop database and special tariffs for car washes. ➤ Charging flat rate for unmetered properties -all areas that have constant water supply should be charged a flat rate which must be approved by council 	<p>R15 000 000</p> <p>30 June 2023</p>	<p>Director Technical Service</p>	<p>In progress</p> <p>Implemented</p>

BUSHBUCKRIDGE LOCAL MUNICIPALITY REVENUE ENHANCEMENT STRATEGY

IMPLEMENTATION STATUS	IMPLEMENTATION ACTIVITIES	IMPLEMENTATION OUTCOMES	IMPLEMENTATION CHALLENGES	IMPLEMENTATION LESSONS LEARNED
IMPLEMENTED	<ul style="list-style-type: none">➤ Tariff policy to indicate that any household exceeding a specified consumption limit must be billed a higher rate in accordance to water consumption.➤ Municipality to start reading meters in all areas where a flat rate is charged to regulate water consumption .	<ul style="list-style-type: none">➤ Tariff policy to indicate that any household exceeding a specified consumption limit must be billed a higher rate in accordance to water consumption.➤ Municipality to start reading meters in all areas where a flat rate is charged to regulate water consumption .	<ul style="list-style-type: none">➤ Tariff policy to indicate that any household exceeding a specified consumption limit must be billed a higher rate in accordance to water consumption.➤ Municipality to start reading meters in all areas where a flat rate is charged to regulate water consumption .	In progress

BUSHBUCKRIDGE LOCAL MUNICIPALITY REVENUE ENHANCEMENT STRATEGY

CORPORATE SERVICE	Low revenue collection on refuse removal	Lack of fleets	> Increase % Availability of fleets. ➤ Prioritise the filling of all revenue related vacancies ➤ Conduct a fleet assessment to determine whether the current model of procurement is the best available model.	R10 000 000	Director Corporate Services	30 June 2023	Implemented
			<ul style="list-style-type: none"> ➤ Ward councillors and committees to conduct regular awareness regarding revenue collection and service delivery and provide report on such activities to the office of the speaker. ➤ Councillors' to constantly encourage and influence their constituencies to pay for municipal services. ➤ Review all expired lease agreement and close monitoring of lease contracts. 				

BUSHBUCKRIDGE LOCAL MUNICIPALITY REVENUE ENHANCEMENT STRATEGY

COMMUNITY SERVICES	Low revenue Collection	Low revenue collection on traffic fines	<ul style="list-style-type: none"> ➤ Implement a 50% discount for settlement of unpaid traffic fines. ➤ Develop a business plan to explore the feasibility of parks as a revenue source. ➤ Procure a comprehensive traffic management system and roadblock equipment to enable the enforcement of payment of traffic fines. ➤ Municipality is not collecting revenue on community parks, swimming pools. ➤ Implement tariffs for all fire management related activities in new building structures. ➤ All by-laws to be reviewed and gazette ➤ Review indigent register annually and vetting of all applicants 	R2000 000	Director Community Service	30 June 2022	Implemented, service provider was appointed.	In progress
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BUSHBUCKRIDGE LOCAL MUNICIPALITY REVENUE ENHANCEMENT STRATEGY

			Implemented	In progress	
FINANCE	<p>Indigent register not reviewed timeously as result</p> <p>Indigent register is not credible</p>	<p>Status of the indigents are not verified</p>	<p>Loss of revenue due to non-billing of Customers</p> <p>Low Revenue collection</p>	<ul style="list-style-type: none"> ➤ Collection of Data from all reticulated areas. ➤ Deploy the latest technologies to mine data from households. ➤ Implement the flat rate to customers that are known but with dysfunctional meters. 	<p>Chief Financial Officer</p> <p>30 June 2022</p> <p>Implemented</p>

BUSHBUCKRIDGE LOCAL MUNICIPALITY REVENUE ENHANCEMENT STRATEGY

			Implement ed new forms was distributed to all schemes and system is updated	In progress	
		➤ Proof of residents to be generated from the Financial Management System and only to customers who have provided verifiable information.	-	Chief Financial Officer	30 June 2023
FINANCE	Employees and councillors not paying for services	➤ Obtain addresses of all employees from the Payroll and HR and bill those residing within BLM areas receive Municipal Service, and ➤ Aggressively pursue officials and Councillors not paying their debts through the debt collectors, including obtaining court orders where necessary.			
FINANCE	Payment method and access	Lack of pay points to enable convenient payment	➤ Establish relationships with major retail stores to enable payment at a time convenient to our customers.	Chief Financial Officer	30 June 2023

BUSHBUCKRIDGE LOCAL MUNICIPALITY REVENUE ENHANCEMENT STRATEGY

not adequate	<ul style="list-style-type: none"> ➤ Deploy technology to encourage the technologically savvy youth-middle aged customers to pay their Municipal account from the convenience of their own homes through their gadget 	<p>Regional Managers to monitor the delivery of statements within their regions.</p> <p>Meter readers are not appointed as result some of the regions are not distributing statements.</p>	<p>R20 000</p> <p>A register to be established for signature and provision of details by the person receiving the statement.</p> <p>Customer Statements to be sent by both SMS and email to customers where such details are available.</p>	<p>Chief Financial Officer Regional Managers</p>	<p>Monthly</p> <p>Implemented - emails</p>

BUSHBUCKRIDGE LOCAL MUNICIPALITY REVENUE ENHANCEMENT STRATEGY

FINANCE	Insufficient customer contact details on the system	Delays in updating of customer accounts.	➤ Invest in infrastructure to enable improved connectivity.	R500 000 Chief Financial Officer Director – Corporate Services	On Going Service provider appointed

MEDIUM RESOLUTIONS

CATEGORY	ISSUE	PROBLEM STATEMENT	RESOLUTIONS	BUDGET	TIME FRAME	RESPONSIBLE	STATUS QUO
EDPE		Acquisition of land from leda and application of state land release to sector departments for township establishment.	R20 000	Director- EDPE	30 June 2022		
TECHNICAL	Loss of revenue due to unmetered businesses	Pilot the use of smart meters in selected areas on new projects in 2020/21 FY. Procure meters with water	R15 000 000	Deputy Director- Water Services Chief Financial Officer	30 June 2022	Service provider has been updated	

BUSHBUCKRIDGE LOCAL MUNICIPALITY REVENUE ENHANCEMENT STRATEGY

	<p>restriction capabilities and install in all schools, businesses and government buildings.</p> <ul style="list-style-type: none"> ➤ Removal of illegal connections. ➤ Finalize by-laws and publish a gazette 	<ul style="list-style-type: none"> ➤ Improve/ invest on the ICT infrastructure. ➤ Include revenue collection in all community consultation and public participation meetings 	<p>R500 000</p>	<p>Director- Corporate Services</p>
COPORATE SERVICES			30 June 2022	In progress

BUSHBUCKRIDGE LOCAL MUNICIPALITY REVENUE ENHANCEMENT STRATEGY

COMMUNITY SERVICES		➤ Follow procedures to ensure that the By Law enforcers have proper authority to perform Law enforcement activities such as arresting and issuing tickets and fines	R 30 000	Director Community Services	30 June 2022	
FINANCE	Non distribution of statement	➤ Loss of revenue due to Customers not receiving statements	➤ Deploy 4IR technology to encourage and remind customers to pay their debts, e.g. push videos or messages from the mayor.	R 2 500 000	Chief Financial Officer	30 June 2024
			➤ Deploy the use of kiosks and other technologies to enable easy access to			

BUSHBUCKRIDGE LOCAL MUNICIPALITY REVENUE ENHANCEMENT STRATEGY

	statements, pay points and services without the need to travel long distances..		

LONG TERM RESOLUTIONS

CATEGORY	ISSUE	PROBLEM STATEMENT	RESOLUTIONS	BUDGET	TIME FRAME	RESPONSIBLE	STATUS QUO
EDPE			<ul style="list-style-type: none"> ➤ Appointment of land use inspectors ➤ Surveying of all existing and new villages and registration at the SG office 	R1 500 000	30 June 2023	Director- EDPE	Implemented
CORPORATE SERVICES			<ul style="list-style-type: none"> ➤ Expansion of the revenue unit organizational structure. ➤ Improve the network infrastructure to all of BLM to an extend where wifi connectivity to all within BLM will be a 	R10 000 000	30 June 2024	Director – Corporate Services	In-progress

BUSHBUCKRIDGE LOCAL MUNICIPALITY REVENUE ENHANCEMENT STRATEGY

			In- progress,
	<p>free commodity.</p> <ul style="list-style-type: none">➤ Construct a new building with a whole floor dedicated to Revenue including appropriate seating for customers visiting our premises.➤ Establish one stop centres in one regions to enable payments over the weekend. <p>Lack of office space for revenue personnel to provide the necessary services</p>		

BUSHBUCKRIDGE LOCAL MUNICIPALITY REVENUE ENHANCEMENT STRATEGY

FINANCE	Low revenue collection	Customers are not receiving monthly billing	➤ Embrace the Fourth Industrial Revolution	R 2 000 000	30 June 2024	Chief Financial Officer	Implemented
			➤ Develop a database of all residents of Bushbuckridge with details sufficient to bill each household on the database and sent a statement to the appropriate person through the use of technology at our disposal.				
TECHNICAL	Meters are not replaced	Significant number of dysfunctional, broken and vandalised meters.	➤ Technical services should procure and install meters and hand held meter	R 5000 000	2024	DEPUTY DIRECTOR-WATER SERVICES	Implemented 7500 had been replaced.

BUSHBUCKRIDGE LOCAL MUNICIPALITY REVENUE ENHANCEMENT STRATEGY

The municipality is not servicing the meters and old water infrastructure in the R293 townships.

➤ Technical services should develop a maintenance plan for meters

reading devices.

ANNEXURE B

BUSHBUCKRIDGE LOCAL MUNICIPALITY

CREDIT CONTROL AND DEBT COLLECTION POLICY AND BY-LAW 2024/2025



BUSHBUCKRIDGE
LOCAL MUNICIPALITY

CREDIT CONTROL AND DEBT MANAGEMENT POLICY AND BY -LAW**INDEX**

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PART 1 OBJECTIVE: CONSTITUTIONAL OBLIGATIONS

The council of the municipality, in adopting this policy on credit control and debt collection, recognises its constitutional obligations to **develop the local economy** and to **provide acceptable services to its residents**. It simultaneously acknowledges that it **cannot fulfill these constitutional obligations unless it exacts payment for the services which it provides and for the taxes which it legitimately levies – in full from those residents who can afford to pay**, and in accordance with its **indigency relief measures** for those who have **registered as indigents** in terms of the council's approved indigency policy.

PART 2 EXPECTED FUTURE PAYMENT LEVELS

In terms of the budgets approved by the council, and in accordance with commonly accepted best practice, this municipality will have to strive to its utmost to ensure that payment levels for the present and future financial years, in respect of all amounts legitimately owing to the municipality – that is, inclusive of the balance of the monthly accounts payable by registered indigents – are **maintained at an annual average of at least 95%**.

It is generally accepted by this council that **payment levels averaging below 95% per month** are untenable, and **are a certain forerunner of financial disaster** for this municipality. Even with payment levels of 95% it means that the council will annually have to provide on its expenses budget a contribution to bad debts of 5% of the aggregate revenues legitimately owing to this municipality – a contribution that is made at the **direct cost of improved service delivery and developmental projects**.

The **only solution** to the ongoing problem of **non-payment** by residents who **can afford** their monthly commitments to the municipality is to introduce a **twofold approach**: to **promulgate credit control and debt collection by-laws** which deal stringently with defaulters, but at the same time – through the **formal political structures** of the municipality, and in the **administration's general dealings with the public** – to make the community aware of its legal obligations towards the municipality, and to **emphasise the negative consequences** for all if

non-payment continues. The municipality's **ward committees** are particularly charged with this responsibility.

PART 3 NOTICE OF DEFAULT AND TERMINATION OR RESTRICTION OF SERVICES

After due date or as soon as possible there after the Credit Control Section will start with the **termination or restriction of water services** at all premises where the municipal account is in arrears. During this process a letter to this effect will be delivered at the relevant premises.

The municipality will charge a fee for the issuing of notices to default consumers and this fees will be determined by the municipal council from time to time.

PART 4: RECONNECTION OR REINSTATEMENT OF TERMINATED OR RESTRICTED SERVICES

Services to defaulting accountholders terminated or restricted in terms of part 3 above shall be **reconnected or reinstated** by the municipal manager **only when** all the following conditions have been met:

- the **arrear account has been paid in full**, including the interest raised on such account; or an acceptable arrangement has been made with the municipal manager for the payment of the arrear account, including the interest raised on such account;
- the **charge(s)** for the notice sent in terms of part 3 and for the reconnection or reinstatement of the terminated or restricted service(s), as determined by the council from time to time, have been paid in full;
- a **service contract** has been entered into with the municipality, as contemplated in part 10 below; and
- a **cash deposit** has been lodged with the municipal manager in compliance with part 11, such deposit to be newly determined on the basis of currently prevailing consumption and

usage of services in respect of the property concerned or, if insufficient data is available in regard to such consumption, of the currently prevailing consumption and usage of services in respect of a comparable property.

PART 5 PERIODS FOR RECONNECTIONS OR REINSTATEMENTS

The municipal manager shall reconnect or reinstate terminated or restricted services within **3 (three) working days** after the date on which the conditions set out in **part 4 have been met**, unless the municipal manager is unable to do so because of **circumstances beyond the control of the municipality**. In the latter event the **municipal manager shall promptly inform the mayor** of such circumstances and of any actions required to overcome the circumstances concerned.

PART 6 ILLEGAL RECONNECTIONS

The municipal manager shall, as soon as it comes to the notice of the municipal manager that any terminated or restricted service has been **irregularly reconnected or reinstated**, report such action to the **South African Police Service**, disconnect or restrict such service(s), and not reconnect or reinstate such service(s) until the arrear account, including the interest raised on such account, the charges for the notice sent in terms of part 3 and the charges for both the original and subsequent reconnection or reinstatement of the service(s) and the revised deposit have been paid in full, together with such penalty as may be determined by the council from time to time. In addition, all metered consumption since the date of the illegal reconnection, or the estimated consumption if a reliable meter reading is not possible, shall also be paid full before any reconnection or reinstatement is considered.

PART 7 RESTRICTION OF SERVICES

If the municipal manager is of the opinion that the termination of services, in the case of a particular property in respect of which the account is in arrear, is not in the best interests of the community – specifically because of the potential **endangerment of the life of any person**,

whether resident in or outside the property concerned – the municipal manager may **appropriately restrict rather than terminate the services in question.**

PART 8 SERVICES NOT RECONNECTED OR REINSTATED AFTER FOUR WEEKS

If services have been terminated or restricted in the case of a property in respect of which the account is in arrear, and the **accountholder has not paid such arrears**, including the interest raised on such account, or made an **acceptable arrangement** with the municipal manager for the payment of the arrear account, including the interest raised on such account, **within a period of 28 (twenty eight) calendar days** after the date of termination or restriction of the service(s) concerned, the municipal manager shall forthwith hand such account over for collection and such further action as is deemed necessary to the municipality's attorneys or any debt collecting agency appointed by the council. **Such further action shall include if necessary the sale in execution of such property to recover arrear property rates and service charges** (if the accountholder is also the owner of the property). All legal expenses incurred by the municipality shall be for the account of the defaulting accountholder.

PART 9 ARRANGEMENTS FOR PAYMENT OF ARREAR ACCOUNTS

Allowing defaulting accountholders to make arrangements for the payment of arrear accounts shall be at the discretion of the municipal manager.

Accounts held by municipal employees and councillors shall not be in arrears for more than 30 days, if such account has arrears more than 30 days then such arrears will automatically be deducted from the salary of concerned councillor or employee.

Each defaulting accountholder shall be allowed a maximum period of 24 (twenty four) months within which to pay an arrear account, together with the interest raised on such account, and it shall be a condition for the conclusion of any arrangement that the accountholder is bound to pay every current municipal account in full and on time during the period over which such arrangement extends.

If an accountholder breaches any material term of an arrangement, the balance of the arrear account, together with the balance of interest raised on such account, shall immediately become due and payable to the municipality, and if the accountholder defaults on such payment, the municipal manager shall terminate or restrict services to the property in question and shall forthwith hand such account over for collection as envisaged in part 8.

An accountholder who has breached an arrangement as set out above shall not be allowed to make any further arrangements for the payment of arrear accounts, but shall be proceeded against, after the dispatch of the initial notice of default as envisaged in part 3 and failure by the accountholder to pay the arrear account, together with interest raised on such arrears as required in terms of such notice, as though such accountholder had breached a material term of an arrangement.

PART 10 SERVICE CONTRACT

A **service contract** shall henceforth be entered into with the municipality for each property to which the municipality is expected to provide all or any of the following services:

- water
- refuse collection
- sewerage.

Such contract shall set out the conditions on which services are provided and shall require the signatory to note the contents of the municipality's credit control and debt collection policy, a copy of which shall be provided to such signatory, as well as the provision of the Municipal Systems Act in regard to the municipality's right of access to property.

Where the signatory is not the owner of the property to which the services are to be provided, a properly executed letter from such owner indicating that the signatory is the lawful occupant of the property shall be attached to the service contract.

Current consumers and users of the municipality's services who have not entered in a service contract as envisaged above, **must do so within 2 years from the date on which the by-laws to implement the present policy are published**, and failure to do so shall be considered as a default equivalent to non-payment in terms of part 3 above.

PART 11 PAYMENT OF DEPOSITS

- Prior to signature of a service agreement a security deposit shall be paid by the customer
- Such security deposit shall be paid either in cash or any other means of payment acceptable to the Municipality.
- Security deposit may vary according to the credit risk of the customer as assessed by the Municipality

Whenever a service contract is entered into in terms of part 10, the signatory shall lodge a **cash deposit** with the municipality, such deposit to be determined as follows:

- In the case of the signatory's being the registered owner or spouse of the registered owner of the property concerned, an amount equal to **one month** of the relevant service(s) provided to the property over the immediately preceding 12 (twelve) month period, or – where no such information is available – one quarter of the aggregate monetary value of the relevant service(s) provided to a comparable property over the immediately preceding 12 (twelve) month period;
- In the case of the signatory's **not** being the registered owner or spouse of the registered owner of the property concerned, an amount equal to **two months** consumption must be paid.

PART 12 ALLOCATION OF PART-PAYMENTS AND APPROPRIATION OF DEPOSITS

If an accountholder **pays only part of any municipal account** due, the municipal manager shall allocate such payment as follows:

- firstly, to any unpaid charges levied by the municipality in respect of unacceptable cheques, notices, legal expenses and reconnections or reinstatements of services in respect of the account or property concerned
- secondly, to any unpaid refuse charges;
- thirdly, to any unpaid sewerage collection charges;
- fourthly, to any unpaid water charges; and
- lastly, to any unpaid rates charges.

This sequence of allocation shall be followed notwithstanding any instructions to the contrary given by the accountholder.

In the event of an accountholder's defaulting on the payment of an arrear account, as contemplated in parts 6, 8 and 9, the municipal manager shall forthwith **appropriate as much of such deposit as is necessary** to defray any costs incurred by the municipality and the arrear amount owing to the municipality in the **same sequence that is applicable to the allocation of part payments**, as contemplated above.

PART 13 QUERIES BY ACCOUNTHOLDERS

In the event of an accountholder **reasonably querying any item or items on the monthly municipal account**, no action shall be taken against the accountholder as contemplated in part 3 provided the accountholder has paid by due date an **amount equal to the monthly average monetary value** of the three most recent unqueried accounts **in respect of the service under query, as well as all unqueried balances on such account**, and provided further such **query is made in writing** by the accountholder **or is recorded in writing** by the municipal manager on behalf of the accountholder on or before the due date for the payment of the relevant account. **Any query raised by an accountholder in the circumstances contemplated in part 14 below shall not constitute a reasonable query** for the purposes of the present paragraph.

PART 14 INABILITY TO READ METERS

If the municipality is **unable to read any meter** on any property because the meter has been rendered inaccessible through any act or omission of the accountholder or owner of the property concerned, the municipal manager shall estimate the consumption of the service concerned by determining the monthly average of the metered consumption recorded on the three most recent accounts in respect of which meter readings were obtained, and thereafter bill the accountholder for the monetary value of such estimated consumption. It needs to be stressed that once a correct reading has been obtained, the correct levy will be debited and the previous levy will be reversed.

PART 15 DISHONoured AND OTHER UNACCEPTABLE CHEQUES

If an accountholder tenders a cheque which is subsequently dishonoured by or is found to be unacceptable to the accountholder's bankers, the municipal manager shall – **in addition to taking the steps contemplated in this policy against defaulting accountholders – charge such accountholder the penalty charge** for unacceptable cheques, as determined by the council from time to time, and such charge shall rank equally with the costs and expenses incurred by the municipality for purposes of determining the sequence of allocations and appropriations contemplated in part 12.

PART 16 DELEGATION OF RESPONSIBILITIES BY MUNICIPAL MANAGER

The **municipal manager**, including any person acting in such capacity, shall be responsible to the council for the implementation of this policy and its attendant by-laws but – **without in so doing being divested of such responsibility** – may delegate in writing all or any of the duties and responsibilities referred to in these by-laws to any other official or officials of the municipality, and may from time to time in writing amend or withdraw such delegation(s).

PART 17 ROLE OF MUNICIPAL MANAGER

Section 100 of the Municipal Systems Act 2000 (see part 24 below) clearly assigns the legal responsibility for implementing the credit control and debt collection policies and by-laws to the **municipal manager**.

In practice, however, the municipal manager will inevitably delegate some or many of the responsibilities specifically assigned to this office in the by-laws, as it will be administratively impossible for the municipal manager to perform the numerous other functions of this office as well as attend to frequently recurring administrative responsibilities. **However, such delegation does not absolve the municipal manager from final accountability in this regard**, and the municipal manager will therefore have to ensure that a **proper internal reporting structure is established and consistently implemented so that the day-to-day actions of and results from the credit control and debt collection programme are properly monitored and supervised**.

It is also an integral feature of the present policy that the municipal manager shall report monthly to the mayor, as the case may be, and quarterly to the council on the actions taken in terms of the by-laws, and on the payment levels for the periods concerned. Such reports shall, as soon as practicably possible, provide the required information both in aggregate and by municipal ward.

In addition, such monthly report shall indicate any administrative shortcomings, the measures taken or recommended to address such shortcomings, and any actions by councillors which could reasonably be interpreted as constituting interference in the application of the by-laws.

Notwithstanding all the foregoing references to the accountability of the municipal manager in regard to these by-laws, **it is incumbent on all the officials of the municipality, certainly all those who are at management level, as well as more junior officials who are directly or indirectly involved with the community and the municipality's general customer relations, to promote and support both this credit control and debt collection policy and the application of the attendant by-laws**. The responsibilities of all officials include reporting to

the **municipal manager** any evident breaches of these by-laws, whether by **members of the community, other officials or councillors** of the municipality.

PART 18 ROLE OF COUNCILLORS

Section 99 of the Systems Act 2000 places the important legal responsibility on the **executive mayor** or executive committee, as the case may be, of **monitoring and supervising** the application of the present policy and the attendant by-laws, and of **reporting to the council** on the extent and success of credit control actions.

The present policy further recommends that the municipality's **ward committees** be actively involved in implementing the credit control and debt collection programme, and should therefore receive monthly reports on the status of the municipal manager's credit control actions. The **ward committees** must also actively promote the present policy, and ensure at the same time that the municipality's customer relations are of a standard acceptable to the community.

In order to maintain the credibility of the municipality in the implementation of the present policy and the attendant by-laws, it is essential that **councillors** should **lead by example**. Councillors, by adopting this policy, therefore pledge, not only their unqualified support for the policy, but their commitment to ensuring that **their own accounts will at no stage fall into arrears**.

PART 19 INTEREST ON ARREARS AND OTHER PENALTY CHARGES

Interest shall be charged on all arrear accounts at the Prime rate percentage points.

Interest shall be calculated on a monthly basis, using principal method. Interest shall be levied on the principal amount. The amount to be levied interest should be the principal excluding interest balances and also taking into consideration of the grace period and charge period.

Grace period is 30 days. Charge period means the month in which interest will be levied.

PART 20 INDIGENCY MANAGEMENT

In regard to the payments expected from registered indigents, and the credit control and debt collection actions contemplated in respect of such residents, **this policy must be read in conjunction with the municipality's approved policy on indigency management.**

PART 21 UNCOLLECTABLE ARREARS

The effective implementation of the present policy also implies a realistic review of the municipality's **debtors book at the conclusion of each financial year**. The municipal manager shall as soon as possible after 30 June each year present to the council a report indicating the amount of the arrears which it is believed to be uncollectable, together with the reasons for this conclusion.

The council shall then approve the write off of such arrears, if it is satisfied with the reasons provided.

PART 22 ARREARS WHICH HAVE ARISEN PRIOR TO THE ADOPTION OF THE PRESENT POLICY

The council shall separately consider arrears which arose prior to the adoption of the present policy, and shall advise accountholders of their respective obligations in regard to such arrears. In determining such obligations, the council shall have regard to the **quantum** of such arrears, to the **period** over which the default occurred, and to whether the accountholder concerned has registered as an **indigent** in terms of the municipality's policy on indigency management.

PART 23 BY-LAWS TO BE ADOPTED

By-laws shall be adopted to give effect to the council's credit control and debt collection policy.

These by-laws deal severely with defaulters, and their application requires a **considerable degree of commitment from the municipal manager and his or her administration, as well as from the municipality's political structures**. For these by-laws to ensure the avoidance of financial misfortunes for the municipality, and to lead to sustained financial stability, their application will have to receive the **constant attention of all the municipality's key roleplayers and decision makers**. If these by-laws are **not constantly and consistently applied**, from month to month and from year to year, the municipality's **political and administrative credibility will be severely impaired**, and it may not be able to avert **financial collapse in the long run**.

Although these by-laws envisage even the termination of basic services for defaulting accountholders this will not in itself – no matter how harsh it may seem to those councillors and officials who are disposed to greater leniency – prevent the accumulation of arrears. The monthly billing for property rates, sewerage charges and refuse removal fees will continue in respect of defaulting accountholders, even though their consumption of water may have been terminated or restricted. The termination or restriction of services must therefore be seen merely as a vital **first step** in the credit control programme, and the commitment by the municipality to follow up such actions with the **full force of the law** at the municipality's disposal is an essential further step if the accumulation of debts is to be meaningfully curtailed.

The by-laws comply with the requirements of the Municipal Systems Act 2000, the Water Services Act 1997 and the Municipal Finance Management Act 2003.

The by-laws also deal with the determination and payment of **consumer deposits**, and in accordance with part 11 of the present policy effectively differentiate in this respect between accountholders who are both the owners and occupiers of the fixed property concerned, on the one hand, and accountholders who are tenants of such properties, on the other. **This differentiation is essential** if the municipality wishes to protect its interests in so far as tenants are concerned, but – in any event – it is not believed that a degree of differentiation imposes an unreasonable financial burden on such tenants (effectively the deposit required from owners/occupiers represents one months average consumption whereas the deposit in the case of tenants represents two months consumption).

It is not proposed that accountholders who have currently not lodged deposits should be required to do so forthwith, but only within a two-year period, but that accountholders who default at any future date should be immediately obliged both to sign proper service contracts and to lodge the deposits required in terms of both such contract and the by-laws.

PART 24 ANNEXURE: LEGAL REQUIREMENT

It is essential for the protection of the municipality's interests that the provisions of particularly the Municipal Systems Act 2000 and the Property Rates Act 2004, in so far as they provide additional debt collection mechanisms for municipalities, be diligently enforced. At the same time, both the council and the administration must note the obligations, which the municipality has towards the community in respect of customer care and relations.

For ease of reference a paraphrase of the relevant extracts from the Municipal Systems Act, specifically Sections 95 to 103 and Section 118, are therefore appended to this policy, as are Sections 28 and 29 of the Property Rates Act. The immediately relevant extracts from the Water Services Act 1997 and the Municipal Finance Management Act are also included in the annexure.

ANNEXURE**SECTION I: WATER SERVICES ACT NO. 108 OF 1997****SECTION 21: BY-LAWS**

The Act requires a municipality, in its capacity as water services authority, to make by-laws which contain conditions for the provision of water services and which provide for the following (*inter-alia*):

- the standard of the services;
- the technical conditions of supply, including quality standards, units or standards of measurement, the verification of meters, acceptable limits of error and procedures for the arbitration of disputes relating to the measurement of water services provided;
- the determination and structure of tariffs;
- the payment and collection of moneys due for the water services consumed;
- the circumstances under which water services may be limited or discontinued and the procedure for such limitation or discontinuation; and
- the prevention of unlawful connections to water services works and the unlawful or wasteful use of water.

SECTION II: LOCAL GOVERNMENT: MUNICIPAL SYSTEMS ACT NO. 32 OF 2000

SECTION 95: CUSTOMER CARE AND MANAGEMENT

A municipality must, in relation to the levying of rates and other taxes, and the charging of fees for municipal services, within its financial and administrative capacity, do the following:

- establish a sound customer management system which aims to create a positive and reciprocal relationship between persons liable for these payments and the municipality itself or (where applicable) a service provider;
- establish mechanisms for users of services and ratepayers to give feedback to the municipality or other service provider with regard to the quality of the services and the performance of the service provider;
- take reasonable steps to ensure that users of services are informed of the costs involved in service provision, the reasons for the payment of service fees, and the manner in which moneys raised from the service are utilised;
- where the consumption of services is measured, take reasonable steps to ensure that the consumption by individual consumers of services is measured through accurate and verifiable metering services;
- ensure that persons liable for payments receive regular and accurate accounts which indicate the basis for calculating the amounts due;
- provide accessible mechanisms for those persons to query or verify accounts and metered consumption, as well as appeal procedures which allow such persons to receive prompt redress for inaccurate accounts;
- provide accessible mechanisms for dealing with complaints from such persons, together with prompt replies and corrective action by the municipality;
- provide mechanisms to monitor the response time and efficiency in complying with the aforementioned requirements; and
- provide accessible pay points and other mechanisms for settling accounts or for making prepayments for services.

SECTION 96: DEBT COLLECTION RESPONSIBILITY OF MUNICIPALITIES

A municipality must collect all moneys that are due and payable to it, subject to the requirements of the present Act and any other applicable legislation. For this purpose, the municipality must adopt, maintain and implement a credit control and debt collection policy which is consistent with its rates and tariff policies and which complies with the provisions of the present Act.

SECTION 97: CONTENTS OF POLICY

The municipality's credit control and debt collection policy must provide for all of the following:

- credit control procedures and mechanisms;
- debt collection procedures and mechanisms;
- provision for indigent debtors in a manner consistent with its rates and tariff policies and any national policy on indigents;
- realistic targets consistent with generally recognised accounting practices and collection ratios, and the estimates of income set in the budget less an acceptable provision for bad debts;
- interest on arrears (where appropriate);
- extensions of time for payment of accounts;
- termination of services or the restriction of the provision of services when payments are in arrears;
- matters relating to unauthorised consumption of services, theft and damages; and
- any other matters that may be prescribed by regulation in terms of the present Act.

The municipality, within its discretionary powers, may differentiate in its credit control and debt collection policy between different categories of ratepayers, users of services, debtors, taxes, services, service standards and other matters, and, if so, must ensure that such differentiation does not amount to unfair discrimination.

SECTION 98: BY-LAWS TO GIVE EFFECT TO POLICY

The council of the municipality must adopt by-laws to give effect to the municipality's credit control and debt collection policy, its implementation and enforcement.

Such by-laws may differentiate between different categories of ratepayers, users of services, debtors, taxes, services, service standards and other matters, and, if so, must ensure that such differentiation does not amount to unfair discrimination.

SECTION 99: SUPERVISORY AUTHORITY

A municipality's executive mayor or executive committee, as the case may be, or – if the municipality does not have an executive committee or executive mayor – the council of the municipality itself, or a committee appointed by the council as the supervisory authority, must do all of the following:

- oversee and monitor the implementation and enforcement of the municipality's credit control and debt collection policies and any by-laws enacted in terms of the foregoing requirements, and the performance of the municipal manager in implementing the policies and by-laws;
- where necessary, evaluate or review the policies and by-laws, and the implementation of such policies and by-laws, in order to improve the efficiency of its credit control and debt collection mechanisms, processes and procedures; and
- at such intervals as may be determined by the council, report to a meeting of the council, except when the council itself performs the duties of the supervisory authority.

SECTION 100: IMPLEMENTING AUTHORITY

The municipal manager, or – where applicable – the service provider must:

- implement and enforce the municipality's credit control and debt collection policies and by-laws enacted in terms of the foregoing requirements;
- in accordance with the credit control and debt policies and any by-laws, establish effective administrative mechanisms, processes and procedures to collect moneys due and payable to the municipality; and
- at such intervals as may be determined by the council, report the prescribed particulars to a meeting of the supervisory authority referred to previously.

SECTION 101: MUNICIPALITY'S RIGHT OF ACCESS TO PREMISES

The occupier of premises in a municipality must give an authorised representative of the municipality or of a service provider access at all reasonable times to the premises in order to read, inspect, install or repair any meter or service connexion for reticulation, or to disconnect, stop or restrict the provision of any service.

SECTION 102: ACCOUNTS

Except where there is a dispute between the municipality and the person from whom the municipality has claimed any specific amount, a municipality may:

- consolidate any separate account of such person;
- credit a payment by such person against any account of that person; and
- implement any of the debt collection and credit control measures provided for in the present Act in relation to any arrears on any of the accounts of such person.

SECTION 103: AGREEMENTS WITH EMPLOYERS

A municipality may, within its discretionary powers, but with the consent of any person liable to the municipality for the payment of rates or other taxes or fees for municipal services, enter into an agreement with such person's employer to deduct from the salary or wages of such person any outstanding amounts due by such person to the municipality or such regular monthly amounts as may be agreed to.

The municipality may further, within its discretionary powers, provide special incentives for employers to enter into such agreements and for employees to consent to such agreements.

SECTION 118: RESTRAINT ON TRANSFER OF PROPERTY

The registrar of deeds or any other registration officer of immovable property may not register the transfer of any property other than on the production to such registration officer of a prescribed certificate issued by the municipality in which such property is situated, and which certificate certifies that all amounts due in connexion with such property for municipal service fees, surcharges on fees, property rates and other municipal taxes, levies and duties during the two years preceding the date of application for the certificate have been fully paid.

A municipality may recover, as far as is practicable, all amounts due to it for municipal service fees, surcharges on fees, property rates and other municipal taxes, levies and duties, in preference to any mortgage bonds registered against any property which is to be transferred.

CODE OF CONDUCT FOR MUNICIPAL STAFF MEMBERS

Paragraph 10 of this Code of Conduct stipulates that if any staff member of a municipality is in arrears to the municipality for rates and service charges for a period longer than 3 months, the municipality may deduct any outstanding amounts from such staff member's salary after this period.

CODE OF CONDUCT FOR COUNCILLORS

Section 6A of this code requires councillors to pay all rates, tariffs, rents and other moneys due to the municipality promptly and diligently.

The municipal manager is further required to notify the speaker of the council and the MEC for Local Government, in writing, whenever a councillor has been in arrears with any of these payments for a period exceeding 30 days.

SECTION III: LOCAL GOVERNMENT: MUNICIPAL FINANCE MANAGEMENT ACT NO. 56 OF 2003SECTION 64: REVENUE MANAGEMENT

The accounting officer of the municipality is responsible for the management of the municipality's revenues, and must, for this purpose, take all reasonable steps to ensure:

- that the municipality has effective revenue collection systems consistent with Section 95 of the Municipal Systems Act 2000 and the municipality's credit control and debt collection policies;
- that revenues due to the municipality are calculated on a monthly basis;
- that accounts for municipal taxes and charges for municipal services are prepared on a monthly basis, or less often as may be prescribed where monthly accounts are uneconomical;
- that all moneys received are promptly deposited in accordance with the requirements of the present Act, into the municipality's primary and other bank accounts;
- that the municipality has and maintains a management, accounting and information system which recognises revenues when they are due, accounts for debtors, and accounts for receipts of revenues;
- that the municipality has and maintains a system of internal control in respect of debtors and revenues, as may be prescribed;
- that the municipality charges interest on arrears, accept where the council has granted exemptions in accordance with its budget related policies and within a prescribed framework; and
- that all revenues received by the municipality, including revenues received by any collecting agent on its behalf, is reconciled at least on a weekly basis.

The accounting officer must immediately inform the national treasury of any payments due by an organ of state to the municipality in respect of municipal taxes or for municipal services, if such payments are regularly in arrears for periods of more than 30 days.

NOTE: SECTION 164: FORBIDDEN ACTIVITIES

Section 164(1)(c) lists as a forbidden activity the making by a municipality of loans to councillors or officials of a municipality, directors or officials of any municipal entity, and members of the public. It has been assumed for purposes of compiling the credit control and debt collection policy that allowing any party to pay off arrears of rates and municipal service charges is not tantamount to the making of a loan in terms of Section 164.)

SECTION IV: LOCAL GOVERNMENT: MUNICIPAL PROPERTY RATES ACT NO. 6 OF 2004**SECTION 28: RECOVERY OF RATES IN ARREARS FROM TENANTS AND OCCUPIERS**

If the rates owed by a property owner are unpaid by due date, the municipality may recover such rates, either in whole or in part, from any tenant or occupier of the property concerned.

However, the tenant or occupier of the property must first be given written notice of the municipality's intentions, and the amount which the municipality may recover is limited to the amount of rent and other moneys due and unpaid by the tenant or occupier to the property owner concerned.

SECTION 29: RECOVERY OF RATES FROM AGENTS

A municipality may, despite the Estate Agents Affairs Act 112 of 1976, recover the amount due for rates on a property in whole or in part from the agent of the owner if it is to the advantage of the municipality.

However, the agent must first be given a written notice of the municipality's intention, and the agent must on request furnish the municipality with a written statement specifying all payments received for rent on the property and any other money received by the agent on behalf of the owner during the period determined by the municipality.

REPUBLIC OF SOUTH AFRICA



IN THE HIGH COURT OF SOUTH AFRICA
(MPUMALANGA DIVISION, MBOMBELA)

- | | |
|--------------|----------------------------------|
| (1) | REPORTABLE: NO |
| (2) | OF INTEREST TO OTHER JUDGES: YES |
| (3) <i>N</i> | REVISED: YES |

07/08/2024

SIGNATURE

.....
DATE

CASE NO: 277/2018

In the matter between:

IZINGWENYA 210 INVESTMENTS CC

First Plaintiff

JUSLO SECURITY SERVICES CC

Second Plaintiff

and

BUSHBUCKRIDGE LOCAL MUNICIPALITY

Defendant

This judgment was handed down electronically by circulation to the parties and/or parties' representatives by email. The date and time for hand-down is deemed to be 07 August 2024 at 10:00.

JUDGMENT

MASHILE J:**INTRODUCTION**

[1] Following an award of a tender bid to the Plaintiffs ("the JV"), the Defendant ("the Municipality") appointed the JV. The letter of appointment stipulates that the Municipality and the JV ("The Parties") are required to conclude a service level agreement ("SLA"). Pursuant to the letter of appointment, the parties entered into the SLA on 9 December 2013. Notwithstanding that the agreement was concluded on 9 December 2013, it was deemed to have commenced on 1 December 2013. On 18 March 2014, the Municipality called a meeting of the parties to advise the JV that it had been placed under administration.

[2] The administration status of the Municipality implied that it had to adopt austerity measures to ameliorate its poor financial position. Still on that day, the Municipality informed the JV that it was intending to reduce the number of security guards to be posted to manage the amount that it was paying to the JV. The parties then agreed that the JV would reduce the overall number of security guards posted to sixty. After the revision of the number of security guards to be posted, the JV alleges that the Municipality unilaterally cut the rates per guard posted but undertook to revert to the agreed rates during the next cycle, which it never did.

[3] On 20 January 2018 the JV instituted this contractual damages action. It did so believing that the unilateral revision of the amount payable per guard constituted repudiation of the SLA. The Municipality is defending this action and has delivered a special plea based on prescription. If the JV survives the special plea of prescription, it argues that the particulars of claim neither make a case for repudiation nor breach

consequently it stands to be dismissed or that an absolution from the instance should be granted.

FACTUAL MATRIX

[4] Despite that this Court could have determined the special plea and either dismissed or upheld it, I directed that it would be cost effective and time saving for the parties to proceed to address the Court on merits in case I became inclined to dismiss the prescription argument instead of having to obtain yet another date to address merits. Below I describe a terse background of the facts against which this matter ought to be considered. The JV was specifically founded for purposes of acting as the service provider of the Municipality providing security of the premises, property, personnel and clients of the Municipality. After being awarded the tender bid, the parties concluded the SLA on 9 December 2013.

[5] Although the agreement was concluded on the aforesaid date, the parties deemed the agreement to have commenced on 1 December 2013 culminating on 30 November 2016. The parties agreed further that the Municipality would pay the JV a total fee of **R504 971.20** per month calculated at a rate of **R7 858.40** per Grade C armed guards and at **R7 258.40** for forty-five grade D/E unarmed guards. At a meeting of the parties on 18 March 2014, the parties concluded that due to the poor economic outlook of the Municipality, the JV would reduce the number of posted security guards to sixty. The Municipality then unilaterally proceeded to revise the rate to:

5.1 **R7 858.40 to R6 500.00** reckoned from June 2014 to December 2015 per Grade C guards;

5.2 **R7858.40 to R6 955.00** to be reduced later in January 2016 to July 2017.

[6] On the same date, the Municipality unilaterally reduced the Grade D/E guards rate as follows: from **R7 258.40** to **R6 200.00** reduced from June 2014 to December 2015 per

Grade D/E guards and from R7 258.40 to R6 634.00 reduced later in January 2016 to July 2017. The JV asserted that the Municipality undertook to retrospectively rectify the rates in respect of the remuneration of the JV but failed. The only witness of the Municipality denied that the Municipality had made an undertaking to revert to the original rates during the next cycle.

[7] The SLA having expired by the effluxion of time on 30 November 2016, the Municipality extended the agreement on a month to month basis, with a letter dated 1 December 2016, until a new service provider was appointed. On 3 July 2017 the Municipality advised the JV that the month to month agreement would terminate on 7 July 2017.

SPECIAL PLEA – PRESCRIPTION

[8] The Municipality has raised the abovementioned special plea, which may be dispositive of this whole matter. In consequence, it has become the sole issue making it practical to attend to it before considering the merits. The Municipality has pleaded the special plea as follows:

- "1 *The alleged debt sued for by the plaintiffs became due and payable on 14 March 2014 when the alleged cause of action being repudiation is alleged to have occurred.*
2. *The debt is one that prescribes after a period of three years in terms of section 11(d) of the Prescription Act, 68 of 1969.*
3. *Summons was served on the defendant on 20 January 2018, which is more than three years after the date on which the debt became due.*
4. *In the premises, the debt sought to be claimed by the plaintiffs is prescribed in terms of section 11 of the Prescription Act."*

ASSERTIONS OF THE PARTIES

[9] The special plea of prescription is based on the pleaded facts outlined above. The Municipality asserts that the cause of action or the repudiation occurred on 18 March 2014 when it unilaterally declared that the amounts would be revised in the manner outlined in the preceding paragraph. The claim for the difference was only instituted on 20 January 2018. The Action has, as such, prescribed because it was brought after the lapsing of a period of three years.

[10] On the contrary, the JV argues that the repudiation did not happen on 18 March 2014 but when the Municipality refused to make retrospective payment for the shortfall, which was when it gave notice to terminate the month-to-month arrangement, 3 July 2017. The Municipality having announced its intention not to pay retrospectively, as undertaken, the claim has not prescribed, maintains the JV.

LEGAL FRAMEWORK

[11] The special plea is based on Sections 11(d) and 12 of the Prescription Act, 68 of 1969. It will therefore be convenient and sensible to cite the pertinent parts of the sections.

The Section provides:

- "(a) ...
- (b) ...
- (c) ...
- (d) *save where an Act of Parliament provides otherwise, three years in respect of any other debt."*

[12] Section 12 is headed: "When prescription begins to run" and it provides:

- "(1) *Subject to the provisions of subsections (2) and (3), prescription shall commence to run as soon as the debt is due.*

- (2) *If the debtor willfully prevents the creditor from coming to know of the existence of the debt, prescription shall not commence to run until the creditor becomes aware of the existence of the debt.*
- (3) *A debt shall not be deemed to be due until the creditor has knowledge of the identity of the debtor and of the facts from which the debt arises: Provided that a creditor shall be deemed to have such knowledge if he could have acquired it by exercising reasonable care."*

[13] In *MEC for Health, Western Cape v M C*, the SCA held that the required knowledge extends to the minimum facts necessary to prove a claim and that a debt is due when it is owing and payable. The essentials of Section 12 have been a subject before various Courts in this country. Thus, the Constitutional Court in *Mtokanya v Minister of Police* held that the facts of which the creditor needed to be aware do not extend to the knowledge of the legal consequences but simply to those facts the creditor would need to prove his claim against the debtor.

[14] In the *MEC for Health: Western Cape case supra*, it was stated that in an application where a party raises a special plea of prescription two questions require examination. Firstly, the determination of the primary facts, on one hand, and the knowledge or deemed knowledge thereof, on the other. This means that once the facts from which the debt arose (the primary facts) have been determined, the enquiry turns to the creditor's knowledge of the primary facts. It is important to be cognisant of some overlap of facts between these two distinct enquiries postulated in Section 12(3) of the Prescription Act, 68 of 1969.

ANALYSIS

[15] It is common cause between the parties that the period of prescription for this claim falls under Section 11(d) of the Prescription Act, 68 of 1969, which I have cited *supra*. In other words, the period is three years. It then becomes important to identify the date on which prescription began to run in this matter. It is trite that prescription will begin to run

when a debt becomes due. On the facts of this case, it is the date on which the JV alleges the repudiation to have occurred. The date is 14 April 2014. Against that backdrop, the starting point should be repudiation.

[16] Repudiation happens when a party to an agreement, without any legal basis, advises the other to the agreement or acts in a manner that is reminiscent of a party who does not regard itself as still bound by the terms and conditions of the parties' agreement. The innocent party to the agreement has two options – it can either accept or reject the repudiation. If it accepts, it must cancel the agreement and claim damages. Conversely, if it rejects the repudiation, it can choose to sue for specific performance.¹

[17] On the pleaded version of the JV therefore, it became conscious of the primary facts of the repudiation on 14 April 2014, what are these primary facts? These were that following the agreement to reduce the number of security guards to an overall number of 60 at the rate of **R7 858.40** per guard for 15 Grade C guards and **R7 258.40** per guard for 45 Grade D/E guards, the Municipality unilaterally went ahead and revised the rates from **R7 858.40** to **R6 500.00** per guard for Grade C and for the period June 2014 to December 2015 and **R6 955.00** per guard for the same Grade for the period January 2016 to July 2017.

[18] With regard to the Grade D/E, the Municipality reduced the amount of **R7 258.40** to **R6 200.00** per guard for the period June 2014 to December 2015 per guard. Finally, it reduced the amount of **R7 258.40** to **R6 634** per guard for the period January 2016 to July 2017. The Municipality proceeded to pay the JV in line with the revised amounts, which the JV claims, were unilaterally amended.

[19] On 18 March 2014, the Municipality, in no unambiguous conduct, acted like a party that did not regard itself as still bound by the terms, relating to the rates per Grade C Guard and Grade D/E guard laid down in the parties' agreement. This is when the cause of action based on repudiation arose and this much is alleged by the JV in its particulars

¹ *Van Rooyen v Minister van Openbare Werke en Gemeenskapsbou* 1978 (2) 835 (A) at 845

of claim. There is plethora of authority that prescription of a debt begins as soon as it is due. At the time when the repudiation occurred, the JV was aware that there would be a shortfall in the amounts that the Municipality intended to pay as the amount was clearly determinable. As such, claims 1 and 2 have undoubtedly prescribed.

[20] The conclusion of this Court on the issue of prescription marks the end of the road for the JV in respect of the first two claims. That said, it is important to state that even if this Court had dismissed the special plea of prescription, the claim for damages premised on repudiation is not sustainable having regard to the averments in the particulars of claim. The claim for these damages is premature insofar as the JV did not communicate its acceptance of the repudiation, a crucial step that would have brought the agreement to an end allowing it to proceed to claim for damages occasioned thereby.

CLAIM BASED ON THE MUNICIPALITY'S FAILURE TO GIVE NOTICE TO TERMINATE THE AGREEMENT

[21] Turning to the so-called extension of the agreement between the parties. The agreement provides for three ways in which the agreement can come to an end. These are the following:

- 21.1 By either party, for any reason, upon giving 30 (thirty) days' notice in writing;
- 21.2 By any other circumstance and/or clause provided for in the Agreement;
- 21.3 Automatically when the Agreement expired on the 30 November 2016.

[22] It is common cause that the duration of the agreement was thirty-six months commencing and terminating on 1 December 2013 and 30 November 2016 respectively. The agreement has, by the effluxion of time, come to an end on 30 November 2016. By a letter dated 1 December 2016, the Municipality appointed the JV to provide the same services contained in the previous agreement. This was not an extension or revival of the

agreement because the letter extending the services of the JV to the Municipality is specific - the new agreement was to run based on month to month.

[23] The above being the case, the Municipality was not under any obligation to give a thirty-day notice of its intention to terminate the agreement. This is obviously because the agreement that had such a provision had come to an end by the effluxion of time. The issue is therefore – if the agreement is not extant anymore, why would the Municipality be expected to adhere to the terms thereof? It being trite that a month-to-month agreement can be terminated at any stage by furnishing a reasonable notice, I am satisfied that the four-day period that the Municipality afforded the JV was fair. As such, the Municipality was within its rights to terminate the month-to-month agreement in the manner it did. There is thus no merit in Claim 3 of the JV against the Municipality.

[24] In the result, all three claims stand to be dismissed. I make the following order:

The claims are dismissed with costs, including those of two Counsel, where so employed.



B A MASHILE
JUDGE OF THE HIGH COURT OF SOUTH AFRICA
MPUMALANGA DIVISION, MBOMBELA

APPEARANCES:

Counsel for the Plaintiff:

Adv MR Maphutha

Adv SJ Mavundla

Masinga DS Attorneys

Instructed by:

Counsel for the Defendant:

Adv HM Mbatha

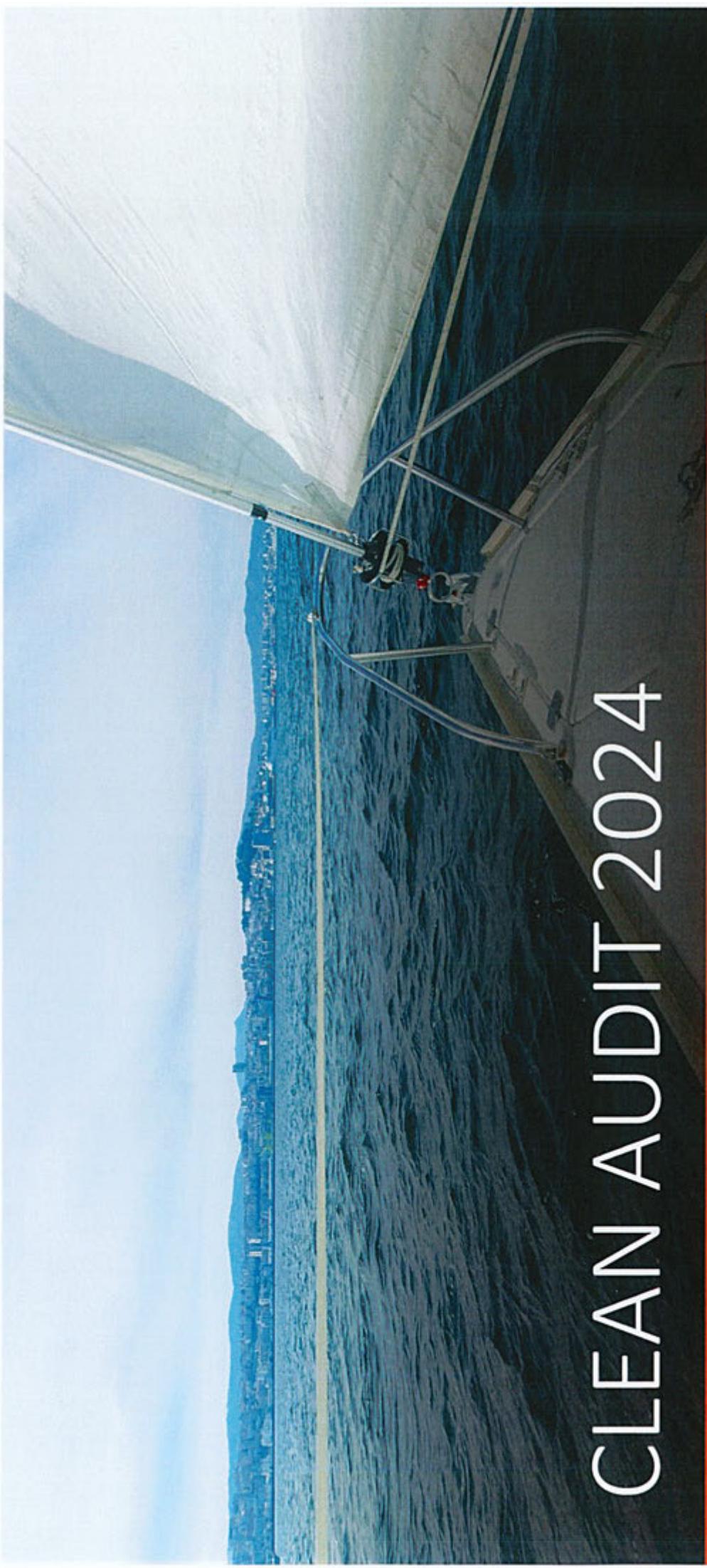
Instructed by:

Mpho Mashiloane Attorneys

Date of Judgment:

07 August 2024

Annexure D



CLEAN AUDIT 2024

BLM 2024 and beyond

Means....

A clean audit relates to three aspects:

1. The financial statements are free from material misstatements.
2. There are no material findings on the annual performance report.
3. There are no material findings on non-compliance with key legislation



Year	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022/23
Audit opinion	Unqualified with findings	Qualified	Unqualified with findings				
Number of findings	93	162	118	138	106	45	

AGSA Engagement letter -2023

82. We will not allow management to process adjustments if any one of the following indicators are applicable to the auditee:

- **Significant internal control deficiencies** have been identified and reported in the current year and the prior year/s in relation to the financial statement item concerned, and management has not taken appropriate steps to address the internal control deficiencies. We will consider this at an individual financial statements line item level. Where a status of records review was performed and the audit team had identified and communicated significant internal control deficiencies that management have not addressed at year-end and those deficiencies have resulted in material misstatements in the financial statements, the audit team considers those deficiencies as well.
- **Identical misstatements** in relation to the financial statements line item have been identified and adequately/inadequately corrected in prior years and management has not taken active steps to prevent them from re-occurring in the current financial year. (If misstatements in relation to a line item that was materially misstated in the prior year are identified, but are different in nature from the ones identified in prior periods, management may still be afforded an opportunity to correct those misstatements as they are considered to be new matters identified).

Audit results per outcome area

Outcome area	Movement	2022-23	2021-22	2020-21
Financial statements	(▲)			
Annual performance report	(▲)			
• Service delivery and infrastructure development	(▲)			
Compliance with legislation				
• Annual financial statement, performance, and annual report	(▲)			
• Asset management	(▲)			
• Revenue management	(◀)			
• Expenditure management	(▲)			
• Consequences management	(▲)			
• Procurement and contract management	(▲)			
• Strategic planning and performance management	(▲)			
• Conditional grants	(▲)			
• Human resource management	N/A			
		Not audited	Not audited	
			Material findings	Not audited
			Adverse	
			Disclaimer	
			unchanged	
			Regression	
			Improvement	
			Unqualified / No material findings	
			Qualified	

Significant internal control deficiencies-

	Prior years reported	
	2022-21	2021-20
Internal control deficiency		
Monthly reports and quarterly reports are not adequately reviewed by management to ensure that information included in the annual financial statements is free from material misstatements or errors	√	√
Reports or registers supporting the annual financial statements are not timeously submitted to senior management so to that proper reviews are done so to detect errors and correct them timeously.	√	√
Recommendations made by the internal and external auditors are not fully implemented by management.	√	√
Regular trainings to keep the finance staff updated with requirements of the accounting standards are not performed.	N/A	N/A

Immediate priorities

Strategic objective	Key Focus Area	Issue	Challenge	Actions to be undertaken	Responsibility	Timeframe
Strengthen the administration, institutional and financial capabilities of municipality	Quality Annual financial statements	Submission of poor quality annual financial statements resulting in material misstatements (adjustments)	Late submission of fixed assets registers / reconciliations	Conduct an AFS readiness analysis	Financial Reporting Manager	May 2024

Immediate priorities

Strategic objective	Key Focus Area	Issue	Challenge	Actions to be undertaken	Responsibility	Timeframe
Strengthen the administration, institutional and financial capabilities of municipality	Quality Annual financial statements	Submission of poor quality annual financial statements resulting in material misstatements (adjustments)	Late submission of fixed assets registers / reconciliations	Prepare Interim Financial Statements ending 31 December 2023 and 31 March 2024	Financial Reporting Manager	January 2024 and May 2024

Immediate priorities

Strategic objective	Key Focus Area	Issue	Challenge	Actions to be undertaken	Responsibility	Timeframe
Strengthen the administration, institutional and financial capabilities of municipality	Assets Management	Incomplete and inaccurate Fixed Assets Register	Lack of accountability by those tasked with custodianship of the Assets	<ol style="list-style-type: none"> Verification of all infrastructure assets Verification and update on existence, location and unique identifier for all movable assets 	Manager Assets , PMU ,Deputy CFO	April 2024

Immediate priorities

Strategic objective	Key Focus Area	Issue	Challenge	Actions to be undertaken	Responsibility	Timeframe
Strengthen the administration, institutional and financial capabilities of municipality	Assets Management	Incomplete and inaccurate Fixed Assets Register	Lack of accountability by those tasked with custodianship of the Assets	All new projects to be verified upon completion and compared to the BOQ by both the PMU and Assets management	Manager Assets, PMU ,Deputy CFO	April 2024

Immediate priorities

Strategic objective	Key Focus Area	Issue	Challenge	Actions to be undertaken	Responsibility	Timeframe
Strengthen the administration, institutional and financial capabilities of municipality	Assets Management	Incomplete and inaccurate Fixed Assets Register	Lack of accountability by those tasked with custodianship of the Assets	Donations of municipal assets to be accepted only by the Municipal Manager on recommendation of the Assets Management Unit	Accounting Officer	Immediately

Immediate priorities

Strategic objective	Key Focus Area	Issue	Challenge	Actions to be undertaken	Responsibility	Timeframe
Strengthen the administration, institutional and financial capabilities of municipality	Assets Management	Non-existent assets	Theft and non-reporting of lost/missing municipal assets	Report all stolen assets and assets verifications conducted as per policy	Assets Manager	Immediately

Immediate priorities

Strategic objective	Key Focus Area	Issue	Challenge	Actions to be undertaken	Responsibility	Timeframe
Strengthen the administration, institutional and financial capabilities of municipality	Assets Management	Incomplete and inaccurate Fixed Assets Register	Land (existence, valuation, completeness)	Reconcile the land register to the deeds register and valuation roll.	Assets Manager	31 January and 15 July 2024
	Assets Management	Incomplete and inaccurate Fixed Assets Register	Late/Non submission of credible assets registers	Develop a project plan with daily ,weekly ,monthly targets with regular meetings to check on progress	Deputy CFO	5 January 2024

Immediate priorities

Strategic objective	Key Focus Area	Issue	Challenge	Actions to be undertaken	Responsibility	Timeframe
Strengthen the administration, institutional and financial capabilities of municipality	Governance	Supply Chain and Contract Management	Lack of capacity (legal, project management, contract management)	Vacancies to be filled in SCM contract management unit and training conducted	CFO	March 2024

Immediate priorities

Strategic objective	Key Focus Area	Issue	Challenge	Actions to be undertaken	Responsibility	Timeframe
Strengthen the administration, institutional and financial capabilities of municipality	Governance	Poor performance	Lack of consequence management for poor performance	Review the performance management policy	PMS Manager	June 2024

Immediate priorities

Strategic objective	Key Focus Area	Issue	Challenge	Actions to be undertaken	Responsibility	Timeframe
Strengthen the administration, institutional and financial capabilities of municipality	Governance	Poor performance	Weak internal process and controls	Develop and implement all procedure manuals for all finance activities	CFO	Immediately

Immediate priorities

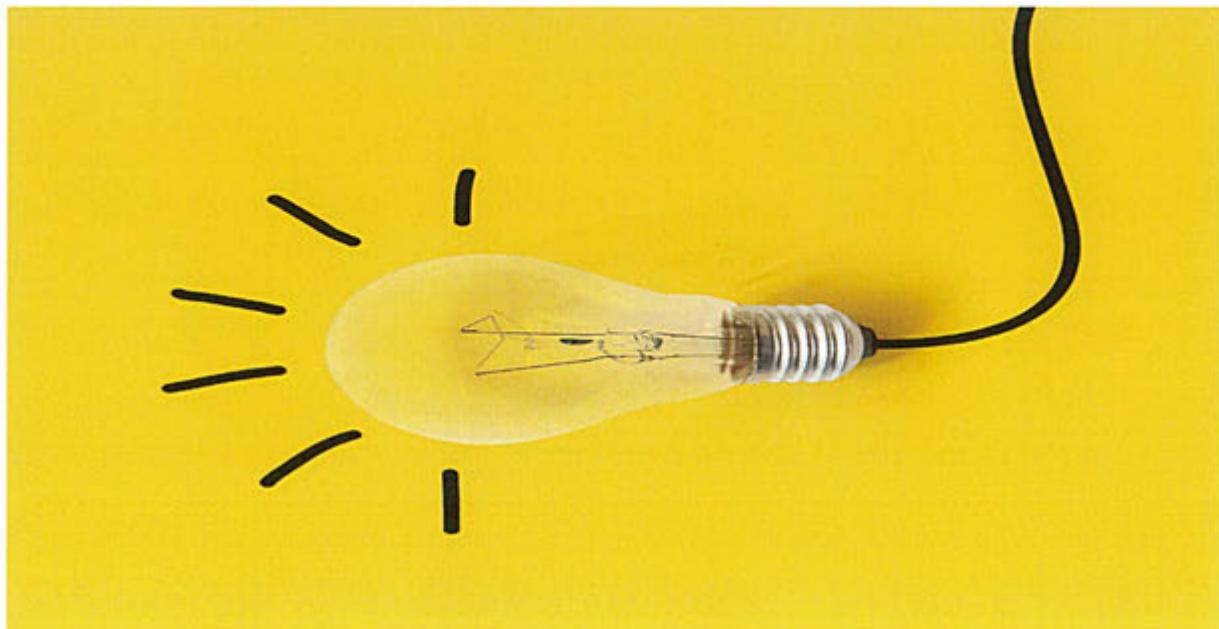
Strategic objective	Key Focus Area	Issue	Challenge	Actions to be undertaken	Responsibility	Timeframe
Strengthening Human Resource Capacity	Human resource capacity	Inaccurate registers, reconciliations, audit responses	Unskilled and incompetent workforce	Conduct a skills and competency assessment	Corporate Services All Directors	Immediately
				Recruit competent and adequately trained personnel in critical positions	Director Corporate Services	Immediately
				Continuous training & capacity building of finance staff on financial management and systems	CFO All Directors	Immediately

Immediate priorities

Strategic objective	Key Focus Area	Issue	Challenge	Actions to be undertaken	Responsibility	Timeframe
Compliance to legislation	Expenditure Management	Payment of suppliers within 30 days <i>see MFMA section 62(1)d</i>	Late payment of suppliers	Implement the invoice process flow and cashflow management	CFO	Immediately
		Fruitless and wasteful expenditure <i>see MFMA section 62(1)d</i>	Late payment of suppliers ,SARS penalties	Achieve zero (0) fruitless and wasteful expenditures Implement the invoice process flow	CFO All Directors	Immediately
		Irregular expenditure <i>see MFMA section 62(1)d</i>	Eliminate irregular expenditures	Training of SCM staff, Bid Committee members	CFO	Immediately

How to achieve a clean audit.. a clean audit

- Matters reported by external and internal auditors should receive timely management attention, internal controls should address the following key areas:
 - **Leadership**
 - Establish a culture of honesty, ethical business practices and good governance
 - Exercise oversight responsibility
 - Ensure effective human resource practices
 - Implement appropriate policies and procedures
 - Approve and monitor the implementation of action plans to address internal control deficiencies
 - Approve an appropriate information technology governance framework





How to achieve a clean audit..

- **Financial and performance management**
 - Ensure proper record keeping of all transactions
 - Maintain effective controls over daily and monthly processing and reconciling of transactions
 - Produce regular, accurate and complete financial and performance (service delivery) reports
 - Review and monitor compliance with applicable legislation
 - Design and implement formal controls to mitigate information technology risks

How to achieve a clean audit...

- **Governance**
 - Ensure that risks are periodically identified, assessed and effectively mitigated
 - Maintain an adequately resourced and functioning internal audit unit
 - Maintain an audit committee that performs its legislated duties and promote accountability and service delivery



||| Expected Audit Outcome..

Years	2022/23	2023/24 (Expected)
Audit outcome	Unqualified with findings	Unqualified with no findings (clean audit)

Thank You



Annexure E

CONTRACT REGISTER ON EXISTING CONTRACTS AS AT 31 DECEMBER 2024

COMPLIANCE MONITORING TEAM AND CONTRACT ACT MANAGEMENT INFORMATION SOURCE FINANCIALS WEAR

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ANNEXURE F

			AMOUNT TO BE QUOTED WHEN A PARTICULAR SERVICE IS REQUIRED	15-Jun-22	15-Jun-25	1 YEARS	R 2 216 015,50	R 0,00	N/A	N/A	On going
25	BLMWATEROPEX001-01	BLUELANE PROJECT	PANEL OF CONTRACTORS FOR SUPPLY OF MATERIAL REFURBISHMENT AND DRILLING OF NEW BOREHOLE FOR A PERIOD OF THREE YEARS								
26	BLMWATEROPEX01-01	MABDHWA BUSINESS ENTERPRISE	PANEL OF CONTRACTORS FOR SUPPLY OF MATERIAL REFURBISHMENT AND DRILLING OF NEW BOREHOLE FOR A PERIOD OF THREE YEARS								
27	BLMWATEROPEX001-01	DANWE PROJECTS	PANEL OF CONTRACTORS FOR SUPPLY OF MATERIAL REFURBISHMENT AND DRILLING OF NEW BOREHOLE FOR A PERIOD OF THREE YEARS								
28	BLMWATEROPEX001-01	FHMOKOENA 001 (PTY) LTD	PANEL OF CONTRACTORS FOR SUPPLY OF MATERIAL REFURBISHMENT AND DRILLING OF NEW BOREHOLE FOR A PERIOD OF THREE YEARS								
29	BLMWATEROPEX001-01	MEZISH TRADING	PANEL OF CONTRACTORS FOR SUPPLY OF MATERIAL REFURBISHMENT AND DRILLING OF NEW BOREHOLE FOR A PERIOD OF THREE YEARS								
30	BLMWATEROPEX001-01	NHC PROPERTIES	PANEL OF CONTRACTORS FOR SUPPLY OF MATERIAL REFURBISHMENT AND DRILLING OF NEW BOREHOLE FOR A PERIOD OF THREE YEARS								
31	BLMWATEROPEX001-01	MAITAGRO PTY LTD	PANEL OF CONTRACTORS FOR SUPPLY OF MATERIAL REFURBISHMENT AND DRILLING OF NEW BOREHOLE FOR A PERIOD OF THREE YEARS								
32	BLMWATEROPEX001-01	MACHAYANA TRADING ENTERPRISE	PANEL OF CONTRACTORS FOR SUPPLY OF MATERIAL REFURBISHMENT AND DRILLING OF NEW BOREHOLE FOR A PERIOD OF THREE YEARS								
33	BLMWATEROPEX001-01	PIGABZ - 367	PANEL OF CONTRACTORS FOR SUPPLY OF MATERIAL REFURBISHMENT AND DRILLING OF NEW BOREHOLE FOR A PERIOD OF THREE YEARS								
34	BLMWATEROPEX001-01	MASHP TRADING AND PROJECT	PANEL OF CONTRACTORS FOR SUPPLY OF MATERIAL REFURBISHMENT AND DRILLING OF NEW BOREHOLE FOR A PERIOD OF THREE YEARS								
35	BLMWATEROPEX001-01	BRIGHT IDEA PROJECT	PANEL OF CONTRACTORS FOR SUPPLY OF MATERIAL REFURBISHMENT AND DRILLING OF NEW BOREHOLE FOR A PERIOD OF THREE YEARS								
36	BLMWATEROPEX001-01	DAWNSON AND DOBSON PTY LTD	PANEL OF CONTRACTORS FOR SUPPLY OF MATERIAL REFURBISHMENT AND DRILLING OF NEW BOREHOLE FOR A PERIOD OF THREE YEARS								
37	BLMWATEROPEX001-01	INONETUM TRADING	PANEL OF CONTRACTORS FOR SUPPLY OF MATERIAL REFURBISHMENT AND DRILLING OF NEW BOREHOLE FOR A PERIOD OF THREE YEARS								
38	BLMWATEROPEX001-01	MBLENI ENGINEERING	PANEL OF CONTRACTORS FOR SUPPLY OF MATERIAL REFURBISHMENT AND DRILLING OF NEW BOREHOLE FOR A PERIOD OF THREE YEARS								
39	BLMWATEROPEX001-01	VMT CIVILS	PANEL OF CONTRACTORS FOR SUPPLY OF MATERIAL REFURBISHMENT AND DRILLING OF NEW BOREHOLE FOR A PERIOD OF THREE YEARS								
40	BLMWATEROPEX001-01	AKANI CORPORATE SOLUTIONS CC	PANEL OF CONTRACTORS FOR SUPPLY OF MATERIAL REFURBISHMENT AND DRILLING OF NEW BOREHOLE FOR A PERIOD OF THREE YEARS								
41	BLMWATEROPEX001-01	UCCPT TRADING	PANEL OF CONTRACTORS FOR SUPPLY OF MATERIAL REFURBISHMENT AND DRILLING OF NEW BOREHOLE FOR A PERIOD OF THREE YEARS								
42	BLMWATEROPEX001-01	MGANGATFO	PANEL OF CONTRACTORS FOR SUPPLY OF MATERIAL REFURBISHMENT AND DRILLING OF NEW BOREHOLE FOR A PERIOD OF THREE YEARS								
43	BLMWATEROPEX001-01	RIVISI ELECTRICAL CONSTRUCTION	PANEL OF CONTRACTORS FOR SUPPLY OF MATERIAL REFURBISHMENT AND DRILLING OF NEW BOREHOLE FOR A PERIOD OF THREE YEARS								
44	BLMWATEROPEX001-01	MUDOTA INVESTMENT YOUNG EMPIRE JV	PANEL OF CONTRACTORS FOR SUPPLY OF MATERIAL REFURBISHMENT AND DRILLING OF NEW BOREHOLE FOR A PERIOD OF THREE YEARS								
45	BLMWATEROPEX001-01	SUNAY TRADING 240	PANEL OF CONTRACTORS FOR SUPPLY OF MATERIAL REFURBISHMENT AND DRILLING OF NEW BOREHOLE FOR A PERIOD OF THREE YEARS								
46	BLMWATEROPEX001-01	LATELIE TRADING PTY LTD	PANEL OF CONTRACTORS FOR SUPPLY OF MATERIAL REFURBISHMENT AND DRILLING OF NEW BOREHOLE FOR A PERIOD OF THREE YEARS								
47	BLMWATEROPEX001-01	LENJO TRADING CC	PANEL OF CONTRACTORS FOR SUPPLY OF MATERIAL REFURBISHMENT AND DRILLING OF NEW BOREHOLE FOR A PERIOD OF THREE YEARS								
48	BLMWATEROPEX001-01	MORIBO WA AFRICA TRADING ENTERPRISE 33	PANEL OF CONTRACTORS FOR SUPPLY OF MATERIAL REFURBISHMENT AND DRILLING OF NEW BOREHOLE FOR A PERIOD OF THREE YEARS								
49	BLMWATEROPEX001-01	MOTHER OF ALL NATIONS	PANEL OF CONTRACTORS FOR SUPPLY OF MATERIAL REFURBISHMENT AND DRILLING OF NEW BOREHOLE FOR A PERIOD OF THREE YEARS								
50	BLMWATEROPEX001-01	NUHA INVESTMENTS PTY LTD	PANEL OF CONTRACTORS FOR SUPPLY OF MATERIAL REFURBISHMENT AND DRILLING OF NEW BOREHOLE FOR A PERIOD OF THREE YEARS								
51	BLMWATEROPEX001-01	ACMERT TRADING ENTERPRISE	PANEL OF CONTRACTORS FOR SUPPLY OF MATERIAL REFURBISHMENT AND DRILLING OF NEW BOREHOLE FOR A PERIOD OF THREE YEARS								
52	BLMWATEROPEX001-01	IGOCO PROJECTS PTY LTD	PANEL OF CONTRACTORS FOR SUPPLY OF MATERIAL REFURBISHMENT AND DRILLING OF NEW BOREHOLE FOR A PERIOD OF THREE YEARS								
53	BLMWATEROPEX001-01	SINDI FORGES PTY LTD	PANEL OF CONTRACTORS FOR SUPPLY OF MATERIAL REFURBISHMENT AND DRILLING OF NEW BOREHOLE FOR A PERIOD OF THREE YEARS								
54	BLMWATEROPEX001-01	MANUNGU SECURITY SERVICES	PANEL OF CONTRACTORS FOR SUPPLY OF MATERIAL REFURBISHMENT AND DRILLING OF NEW BOREHOLE FOR A PERIOD OF THREE YEARS								
55	BLMWATEROPEX001-01	MANUNGU SECURITY SERVICES	PANEL OF CONTRACTORS FOR SUPPLY OF MATERIAL REFURBISHMENT AND DRILLING OF NEW BOREHOLE FOR A PERIOD OF THREE YEARS								
56	BLMWATEROPEX001-01	SASANIA HOLDINGS	PANEL OF CONTRACTORS FOR SUPPLY OF MATERIAL REFURBISHMENT AND DRILLING OF NEW BOREHOLE FOR A PERIOD OF THREE YEARS								
57	BLMWATEROPEX001-01	SHIMONI INDUSTRIES PTY LTD	PANEL OF CONTRACTORS FOR SUPPLY OF MATERIAL REFURBISHMENT AND DRILLING OF NEW BOREHOLE FOR A PERIOD OF THREE YEARS								
58	BLMWATEROPEX001-01	SHIKOKIAZI PTY LTD	PANEL OF CONTRACTORS FOR SUPPLY OF MATERIAL REFURBISHMENT AND DRILLING OF NEW BOREHOLE FOR A PERIOD OF THREE YEARS								
59	BLMWATEROPEX001-01	SHIKOKIAZI TRADING AND PROJECTS	PANEL OF CONTRACTORS FOR SUPPLY OF MATERIAL REFURBISHMENT AND DRILLING OF NEW BOREHOLE FOR A PERIOD OF THREE YEARS								
60	BLMWATEROPEX001-01	WILYANI NAGABE TRADING ENTERPRISE	PANEL OF CONTRACTORS FOR SUPPLY OF MATERIAL REFURBISHMENT AND DRILLING OF NEW BOREHOLE FOR A PERIOD OF THREE YEARS								
61	BLMWATEROPEX001-01	WINTER PROJECTS	PANEL OF CONTRACTORS FOR SUPPLY OF MATERIAL REFURBISHMENT AND DRILLING OF NEW BOREHOLE FOR A PERIOD OF THREE YEARS								
62	BLMWATEROPEX001-01	WINTER PROJECTS	PANEL OF CONTRACTORS FOR SUPPLY OF MATERIAL REFURBISHMENT AND DRILLING OF NEW BOREHOLE FOR A PERIOD OF THREE YEARS								

62	BL MAMAD71 LTD	TRUVILO AFRICA ELECTRONICS DIVISION (PTY) LTD	SUPPLY DELIVERY AND MAINTENANCE OF THE AUTOMATIC NUMBER PLATE RECOGNITION SYSTEM AND THE SPEED CAMERAS EQUIPMENT	R6 715 500.76	01-Dec-22	01-Dec-25	36 MONTHS	R 3 422 143.00	R3 363 266.70	N/A	N/A	(On-going)
64	BL MACORPOE X013	JORDIMACH ENTERPRISE (PTY) LTD	PANEL OF SERVICE PROVIDERS FOR SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING, EQUIPMENTS FOR A PERIOD OF 36 MONTHS	STANDARD RATES	06-Dec-22	06-Dec-25	3 YEARS	R 81 587.00	R3 00.00	N/A	N/A	(On-going)
65	BL MACORPOE X013	SENZITO TRADING	PANEL OF SERVICE PROVIDERS FOR SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING, EQUIPMENTS FOR A PERIOD OF 36 MONTHS	STANDARD RATES	06-Dec-22	06-Dec-25	3 YEARS	R 1 200 962.00	R3 00.00	N/A	N/A	(On-going)
66	BL MACORPOE X013	MABUVE ENTERPRISE (PTY) LTD	PANEL OF SERVICE PROVIDERS FOR SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING, EQUIPMENTS FOR A PERIOD OF 36 MONTHS	STANDARD RATES	06-Dec-22	06-Dec-25	3 YEARS	R 481 779.00	R3 00.00	N/A	N/A	(On-going)
67	BL MACORPOE X013	ATHOM SE SUPPLIES (PTY) LTD	PANEL OF SERVICE PROVIDERS FOR SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING, EQUIPMENTS FOR A PERIOD OF 36 MONTHS	STANDARD RATES	06-Dec-22	06-Dec-25	3 YEARS	R 5 700 516.00	R3 00.00	N/A	N/A	(On-going)
68	BL MACORPOE X013	MONETUM TRADING	PANEL OF SERVICE PROVIDERS FOR SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING, EQUIPMENTS FOR A PERIOD OF 36 MONTHS	STANDARD RATES	06-Dec-22	06-Dec-25	3 YEARS	R 4 933 620.00	R3 00.00	N/A	N/A	(On-going)
69	BL MACORPOE X013	NIH AMARAKA MA PRODUCTS (PTY) LTD	PANEL OF SERVICE PROVIDERS FOR SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING, EQUIPMENTS FOR A PERIOD OF 36 MONTHS	STANDARD RATES	06-Dec-22	06-Dec-25	3 YEARS	R 706 793.00	R3 00.00	N/A	N/A	(On-going)
70	BL MACORPOE X013 PL	MINHUE U WAMI (PTY) LTD	MATERIALS AND SUPPLY OF MATERIALS FOR PUBLIC LIGHTS FOR A PERIOD OF 36 MONTHS	STANDARD RATES	21-Dec-22	21-Dec-25	3 YEARS	R 6 338 546.48	R3 00.00	N/A	N/A	(On-going)
71	BL MACORPOE X013 PL	THE ONE RESTRICTED CC	MATERIALS AND SUPPLY OF MATERIALS FOR PUBLIC LIGHTS FOR A PERIOD OF 36 MONTHS	STANDARD RATES	21-Dec-22	21-Dec-25	3 YEARS	R 654 387.74	R3 00.00	N/A	N/A	(On-going)
72	BL MACORPOE X013 PL	MACHARANA TRADING ENTERPRISE	MATERIALS AND SUPPLY OF MATERIALS FOR PUBLIC LIGHTS FOR A PERIOD OF 36 MONTHS	STANDARD RATES	21-Dec-22	21-Dec-25	3 YEARS	R 3 248 211.24	R3 00.00	N/A	N/A	(On-going)
73	BL MACORPOE X013 PL	ANANI CORPORATE SOLUTIONS CC	MATERIALS AND SUPPLY OF MATERIALS FOR PUBLIC LIGHTS FOR A PERIOD OF 36 MONTHS	STANDARD RATES	21-Dec-22	21-Dec-25	3 YEARS	R 803 586.44	R3 00.00	N/A	N/A	(On-going)
74	BL MACORPOE X013 PL	MINI EN ENGINEERING	MATERIALS AND SUPPLY OF MATERIAL FOR TRAFFIC LIGHTS FOR A PERIOD OF 36 MONTHS	STANDARD RATES	21-Dec-22	21-Dec-25	3 YEARS	R 3 279 277.37	R3 00.00	N/A	N/A	(On-going)
75	BL MACORPOE X013	MINI EN ENGINEERING	MATERIALS AND SUPPLY OF MATERIAL FOR TRAFFIC LIGHTS FOR A PERIOD OF 36 MONTHS	STANDARD RATES	21-Dec-22	21-Dec-25	3 YEARS	R 547 607.23	R3 00.00	N/A	N/A	(On-going)
76	BL MACORPOE X013	MINHUE U WAMI (PTY) LTD	MATERIALS AND SUPPLY OF MATERIAL FOR TRAFFIC LIGHTS FOR A PERIOD OF 36 MONTHS	DETERMINED PRICE TO BE	21-Dec-22	21-Dec-25	3 YEARS	R 1 245 427.45	R3 00.00	N/A	N/A	(On-going)
77	BL MACORPOE X013	THILATEEDU PUSANENG JV	MATERIALS AND SUPPLY OF MATERIAL FOR TRAFFIC LIGHTS FOR A PERIOD OF 36 MONTHS	DETERMINED PRICE TO BE	21-Dec-22	21-Dec-25	3 YEARS	R 5 949 980.21	R3 00.00	N/A	N/A	(On-going)
78	BL MACORPOE X013	MINHUE U WAMI (PTY) LTD	MATERIALS AND SUPPLY OF MATERIAL FOR TRAFFIC LIGHTS FOR A PERIOD OF 36 MONTHS	DETERMINED PRICE TO BE	21-Dec-22	21-Dec-25	3 YEARS	R 2 612 153.77	R3 00.00	N/A	N/A	(On-going)
79	BL MACORPOE X013	MAKASEL LO CONSULTANCY AND PROJECTS	MATERIALS AND SUPPLY OF MATERIAL FOR TRAFFIC LIGHTS FOR A PERIOD OF 36 MONTHS	DETERMINED PRICE TO BE	21-Dec-22	21-Dec-25	3 YEARS	R 9 262 265.87	R3 00.00	N/A	N/A	(On-going)
80	BL MACORPOE X013	MINI IT SOLUTIONS JV	MATERIALS AND SUPPLY OF MATERIAL FOR TRAFFIC LIGHTS FOR A PERIOD OF 36 MONTHS	DETERMINED PRICE TO BE	21-Dec-22	21-Dec-25	3 YEARS	R 9 116 779.70	R3 00.00	N/A	N/A	(On-going)
81	BL MACWATRROPEX011	UCCPT TRADING	PURIFICATION CHEMICALS AT VARIOUS SITES	STANDARD RATES	23-Dec-22	23-Dec-25	3 YEARS	R 14 746 777.35	R3 00.00	N/A	N/A	(On-going)
82	BL MACWATRROPEX011	NAKABO HYGIENE AND WATER	PURIFICATION CHEMICALS AT VARIOUS SITES	STANDARD RATES	23-Dec-22	23-Dec-25	3 YEARS	R 1 466 207.81	R3 00.00	N/A	N/A	(On-going)
83	BL MACWATRROPEX011	HISPO TRADING CC SWITZERLAND TRADING	PURIFICATION CHEMICALS AT VARIOUS SITES	STANDARD RATES	23-Dec-22	23-Dec-25	3 YEARS	R 5 248 517.70	R3 00.00	N/A	N/A	(On-going)
84	BL MACWATRROPEX011	INDIA CONSULTANTS	PURIFICATION CHEMICALS AT VARIOUS SITES	STANDARD RATES	23-Dec-22	23-Dec-25	3 YEARS	R 27 482 359.43	R3 00.00	N/A	N/A	(On-going)
85	BL MACWATRROPEX011	SMART METRO JV (PTY) LTD	PURIFICATION CHEMICALS AT VARIOUS SITES	STANDARD RATES	25-Jan-23	27-Jan-26	3 YEARS	R 17 529 718.32	R3 00.00	N/A	N/A	(On-going)
86	BL MACWATRROPEX011	NICOLA ELECTRICAL (PTY) LTD	PROVISIONING OF TURNKEY SERVICES FOR THE SUPPLY, DELIVERY, INSTALLATION, TESTING AND COMMISSIONING OF INVA GENERATOR SET AT NYAKA RAIN WATER	R6 531 784.00	08-Mar-23	08-Sep-23	6 MONTHS	R -	R6 531 784.00	N/A	N/A	Delayed
87	BL MACWATRROPEX011	SEMIPRO CONSULTING (PTY) LTD	VERIFICATION, BARCODING, FIXED ASSETS AND REVIEW OF THE ASSET REGISTERS OF FISHBURGERDGE LOCAL MUNICIPALITY FOR A PERIOD OF 36 MONTHS	RATE OF R 21 941 FOR BOQ ITEMS A, B & C 2018 FOR BOQ ITEMS B AND A FIXED AMOUNT OF R 2 837 750 FOR BOQ ITEMS C	25-Apr-23	25-Apr-25	3 YEARS	R 12 444 328.50	R3 00.00	N/A	N/A	(On-going)
88	BL MAC-WH-1256-X2123	MANTELANE CONSTRUCTION SPATIAL DYNAMICS TOWN AND REGIONAL PLANNERS	WATER RETICULATION IN HOLE PHASE 3	R34 000 000.00	19-May-23	19-May-24	10 MONTHS	R 26 076 264.77	R3 233 645.23	N/A	N/A	(Delayed)
89	BL MAC-WP-CR040-7	NGANO DEVELOPMENT CONSULTANTS	BULBUSTERS ERMACATIONS OF 500 LEVVA IN CIRQUEDALE A	R2 864 256.80	19-May-23	19-May-25	24 MONTHS	R 1 823 937.50	R3 133 323.50	N/A	N/A	(On-going)
90	BL MAC-WP-CR040-8	NGANO DEVELOPMENT CONSULTANTS	BULBUSTERS ERMACATIONS OF 500 LEVVA IN CIRQUEDALE B	R2 864 423.00	19-May-23	19-May-25	24 MONTHS	R 1 823 937.50	R3 133 323.50	N/A	N/A	(On-going)
91	BL MAC-WP-CR040-9	NAANVO DEVELOPMENT CONSULTANTS	CONSTRUCTION OF CULVERT BRIDGE AT THULAMAHASHI SECTION B	R2 660 425.00	19-May-23	19-May-25	24 MONTHS	R 1 346 625.00	R3 133 323.50	N/A	N/A	(On-going)
92	BL MAC-WP-CR040-10	NAANVO DEVELOPMENT CONSULTANTS	CONSTRUCTION OF CULVERT BRIDGE AT THULAMAHASHI SECTION C	R1 815 717.75	19-May-23	19-Aug-23	3 MONTHS	R 1 315 717.75	R3 133 323.50	N/A	N/A	(On-going)
93	BL MACWATRROPEX011	LET'S CHIPE TRAVEL	PANEL OF SERVICE PROVIDERS FOR TRAVEL MANAGEMENT SERVICES FOR A PERIOD OF 36 MONTHS	ORIGINAL COSTS	19-May-23	19-May-26	3 YEARS	R 238 306.36	R3 00.00	N/A	N/A	(On-going)
94	BL MACWATRROPEX011	ETERNAL TRAVEL TOURS SAFARIES	PANEL OF SERVICE PROVIDERS FOR TRAVEL MANAGEMENT SERVICES FOR A PERIOD OF 36 MONTHS	ORIGINAL COSTS	19-May-23	19-May-26	3 YEARS	R 175 205.34	R3 00.00	N/A	N/A	(On-going)
95	BL MACWATRROPEX011	CHEAP CHEAP TRAVEL AND PRODUCT CTS TRAVEL	PANEL OF SERVICE PROVIDERS FOR TRAVEL MANAGEMENT SERVICES FOR A PERIOD OF 36 MONTHS	ORIGINAL COSTS	19-May-23	19-May-26	3 YEARS	R 85 462 145.00	R3 00.00	N/A	N/A	(On-going)
96	BL MACWATRROPEX011	LE LUX TRAVEL AND TOURS	PANEL OF SERVICE PROVIDERS FOR TRAVEL MANAGEMENT SERVICES FOR A PERIOD OF 36 MONTHS	ORIGINAL COSTS	19-May-23	19-May-26	3 YEARS	R 1 614 706.15	R3 00.00	N/A	N/A	(On-going)
97	BL MACWATRROPEX011	KORANGE GO TRAVEL	PANEL OF SERVICE PROVIDERS FOR TRAVEL MANAGEMENT SERVICES FOR A PERIOD OF 36 MONTHS	ORIGINAL COSTS	19-May-23	19-May-26	3 YEARS	R 135 853.00	R3 00.00	N/A	N/A	(On-going)
98	BL MACWATRROPEX011	KORETSA YA KANYA HOLDINGS	PANEL OF SERVICE PROVIDERS FOR TRAVEL MANAGEMENT SERVICES FOR A PERIOD OF 36 MONTHS	ORIGINAL COSTS	19-May-23	19-May-26	3 YEARS	R 2 535 609.17	R3 00.00	N/A	N/A	(On-going)
99	BL MACWATRROPEX011	REAGORN TRAVEL SERVICES AND PRODUCTS	PANEL OF SERVICE PROVIDERS FOR TRAVEL MANAGEMENT SERVICES FOR A PERIOD OF 36 MONTHS	ORIGINAL COSTS	19-May-23	19-May-26	3 YEARS	R 2 119 427.15	R3 00.00	N/A	N/A	(On-going)
100	BL MACWATRROPEX011	IL LOKO TRAVEL AND TOURS	PANEL OF SERVICE PROVIDERS FOR TRAVEL MANAGEMENT SERVICES FOR A PERIOD OF 36 MONTHS	APPROVED RATES FROM THE SOCIETY	19-May-23	19-May-26	3 YEARS	R 45 254 34.00	R3 00.00	N/A	N/A	(On-going)
101	BL MACWATRROPEX011	KORANGE GO TRAVEL	PANEL OF SERVICE PROVIDERS FOR TRAVEL MANAGEMENT SERVICES FOR A PERIOD OF 36 MONTHS	APPROVED RATES FROM THE SOCIETY	19-May-23	19-May-26	3 YEARS	R 794 557.68	R3 00.00	N/A	N/A	(On-going)
102	BL MACWATRROPEX011	VAKASHA TRAVEL	PANEL OF SERVICE PROVIDERS FOR TRAVEL MANAGEMENT SERVICES FOR A PERIOD OF 36 MONTHS	APPROVED RATES FROM THE SOCIETY	19-May-23	19-May-26	3 YEARS	R 254 495.00	R3 00.00	N/A	N/A	(On-going)
103	BL MACORPOE X011	RAMBUDHA MASHANE ATTORNEYS	PANEL OF SERVICE PROVIDERS FOR LEGAL SERVICES FOR A PERIOD OF 36 MONTHS	APPROVED RATES FROM THE SOCIETY	19-May-23	19-May-26	3 YEARS	R -	R3 00.00	N/A	N/A	(On-going)
104	BL MACORPOE X011	P MASHEL ATTORNEYS INC	PANEL OF SERVICE PROVIDERS FOR LEGAL SERVICES FOR A PERIOD OF 36 MONTHS	APPROVED RATES FROM THE SOCIETY	19-May-23	19-May-26	3 YEARS	R -	R3 00.00	N/A	N/A	(On-going)
105	BL MACORPOE X011	MPHO MASHOLENE ATTORNEY'S	PANEL OF SERVICE PROVIDERS FOR LEGAL SERVICES FOR A PERIOD OF 36 MONTHS	APPROVED RATES FROM THE SOCIETY	19-May-23	19-May-26	3 YEARS	R 1 235 014.49	R3 00.00	N/A	N/A	(On-going)
106	BL MACORPOE X011	PWA MASHILE INC ATTORNEYS	PANEL OF SERVICE PROVIDERS FOR LEGAL SERVICES FOR A PERIOD OF 36 MONTHS	APPROVED RATES FROM THE SOCIETY	19-May-23	19-May-26	3 YEARS	R -	R3 00.00	N/A	N/A	(On-going)
107	BL MACORPOE X011	EV MASHOLENE ATTORNEYS	PANEL OF SERVICE PROVIDERS FOR LEGAL SERVICES FOR A PERIOD OF 36 MONTHS	APPROVED RATES FROM THE SOCIETY	19-May-23	19-May-26	3 YEARS	R 1 334 770.14	R3 00.00	N/A	N/A	(On-going)
108	BL MACORPOE X011	LAMILLA K B ATTORNEYS	PANEL OF SERVICE PROVIDERS FOR LEGAL SERVICES FOR A PERIOD OF 36 MONTHS	APPROVED RATES FROM THE SOCIETY	19-May-23	19-May-26	3 YEARS	R -	R3 00.00	N/A	N/A	(On-going)
109	BL MACORPOE X011	NOSHOP PRETTY MADONSA ATTORNEYS	PANEL OF SERVICE PROVIDERS FOR LEGAL SERVICES FOR A PERIOD OF 36 MONTHS	APPROVED RATES FROM THE SOCIETY	19-May-23	19-May-26	3 YEARS	R -	R3 00.00	N/A	N/A	(On-going)

110	BILM CORP(X)011	CREDIT MANTU INC	PANEL OF SERVICE PROVIDERS FOR LEGAL SERVICES FOR A PERIOD OF 18 MONTHS	APPROVED RATES FROM LAW	18-May-21	19-May-26	1 YEARS	R	180,175.00	R0.00	N/A	N/A	On going
111	BILM CORP(X)011	MOLULIS INC	PANEL OF SERVICE PROVIDERS FOR LEGAL SERVICES FOR A PERIOD OF 18 MONTHS	APPROVED RATES FROM LAW	19-May-21	19-May-26	1 YEARS	R	125,500.17	R0.00	N/A	N/A	On going
112	BILM CORP(X)011	SABONGA MINIS ATTORNEYS AND CONSULTANTS	PANEL OF SERVICE PROVIDERS FOR LEGAL SERVICES FOR A PERIOD OF 18 MONTHS	APPROVED RATES FROM LAW	19-May-21	19-May-26	1 YEARS	R	10,000	R0.00	N/A	N/A	On going
113	BILM CORP(X)011	A.B. INDULIT ATTORNEYS	PANEL OF SERVICE PROVIDERS FOR LEGAL SERVICES FOR A PERIOD OF 18 MONTHS	APPROVED RATES FROM LAW	19-May-21	19-May-26	1 YEARS	R	456,182.75	R0.00	N/A	N/A	On going
114	BILM CORP(X)011	HUJAPANE ATTORNEY'S	PANEL OF SERVICE PROVIDERS FOR LEGAL SERVICES FOR A PERIOD OF 18 MONTHS	APPROVED RATES FROM LAW	19-May-21	19-May-26	1 YEARS	R	1,443,724.00	R0.00	N/A	N/A	On going
115	BILM CORP(X)011	N.M MARINDA	PANEL OF SERVICE PROVIDERS FOR LEGAL SERVICES FOR A PERIOD OF 18 MONTHS	APPROVED RATES FROM LAW	19-May-21	19-May-26	1 YEARS	R	-	R0.00	N/A	N/A	On going
116	BILM CORP(X)011	NITSHEDE INCORPORATED	PANEL OF SERVICE PROVIDERS FOR LEGAL SERVICES FOR A PERIOD OF 18 MONTHS	APPROVED RATES FROM LAW	19-May-21	19-May-26	1 YEARS	R	-	R0.00	N/A	N/A	On going
117	BILM CORP(X)011	T.I MACHETE ATTORNEY'S	PANEL OF SERVICE PROVIDERS FOR LEGAL SERVICES FOR A PERIOD OF 18 MONTHS	APPROVED RATES FROM LAW	19-May-21	19-May-26	1 YEARS	R	-	R0.00	N/A	N/A	On going
118	BILM CORP(X)011	MINDEKA MAHLELA INC	PANEL OF SERVICE PROVIDERS FOR LEGAL SERVICES FOR A PERIOD OF 18 MONTHS	APPROVED RATES FROM LAW	19-May-21	19-May-26	1 YEARS	R	-	R0.00	N/A	N/A	On going
119	BILM CORP(X)011	ZYNAE SAMBO INC	PANEL OF SERVICE PROVIDERS FOR LEGAL SERVICES FOR A PERIOD OF 18 MONTHS	APPROVED RATES FROM LAW	19-May-21	19-May-26	1 YEARS	R	-	R0.00	N/A	N/A	On going
120	BILM CORP(X)011	P.N HLATEWATSO ATTORNEYS	PANEL OF SERVICE PROVIDERS FOR LEGAL SERVICES FOR A PERIOD OF 18 MONTHS	APPROVED RATES FROM LAW	19-May-21	19-May-26	1 YEARS	R	-	R0.00	N/A	N/A	On going
121	BILM TOPOE X085.1	PAMM AFRICA CONSULTING (PTY) LTD	PANEL OF SERVICE PROVIDERS FOR PROVISION OF FINANCIAL EXPERTS SERVICES FOR A PERIOD OF THREE YEARS	ON PAYMENT FOR SERVICE RENDERED	13-Sep-23	13-Sep-26	1 YEARS	R	1,311,043.00	R0.00	N/A	N/A	On going
122	BILM TOPOE X085.1	CATHU CONSULTING INC	PANEL OF SERVICE PROVIDERS FOR PROVISION OF FINANCIAL EXPERTS SERVICES FOR A PERIOD OF THREE YEARS	ON PAYMENT FOR SERVICE RENDERED	13-Sep-21	13-Sep-26	1 YEARS	R	-	R0.00	N/A	N/A	On going
123	BILM TOPOE X085.1	PK FINANCIAL CONSULTANTS CIC	PANEL OF SERVICE PROVIDERS FOR PROVISION OF FINANCIAL EXPERTS SERVICES FOR A PERIOD OF THREE YEARS	ON PAYMENT FOR SERVICE RENDERED	13-Sep-21	13-Sep-26	1 YEARS	R	8,673,282.00	R0.00	N/A	N/A	On going
124	BILM TOPOE X085.1	I PANGAEA EXPERTISE AND SOLUTION (PTY) LTD	PANEL OF SERVICE PROVIDERS FOR PROVISION OF FINANCIAL EXPERTS SERVICES FOR A PERIOD OF THREE YEARS	ON PAYMENT FOR SERVICE RENDERED	13-Sep-23	13-Sep-26	1 YEARS	R	850,425.00	R0.00	N/A	N/A	On going
125	BILM TOPOE X085.1	IFIX BUSINESS SOLUTION	PANEL OF SERVICE PROVIDERS FOR PROVISION OF FINANCIAL EXPERTS SERVICES FOR A PERIOD OF THREE YEARS	ON PAYMENT FOR SERVICE RENDERED	13-Sep-23	13-Sep-26	1 YEARS	R	2,358,167.60	R0.00	N/A	N/A	On going
126	BILM TOPOE X085.1	THUSO ASIST	PANEL OF SERVICE PROVIDERS FOR PROVISION OF FINANCIAL EXPERTS SERVICES FOR A PERIOD OF THREE YEARS	ON PAYMENT FOR SERVICE RENDERED	13-Sep-23	13-Sep-26	1 YEARS	R	40,269,010.79	R1,359,072.21	N/A	N/A	On going
127	BILM(Y)90	THORIVENG(PTY) LTD	UPGRADING OF SANDBERGER PACKAGE PLANT PHASE 2 AND DIVERSILOOP TOWNSHIPS	SAICA RATES TO BE APPLICABLE ON PAYMENT FOR SERVICE RENDERED	22-Sep-23	22-Sep-23	3 YEARS	R	850,425.00	R0.00	N/A	N/A	On going
128	BILM SWEP(X)023	HRC CONSTRUCTION	REPAIRS OF BULK SEWER PIPELINES PHASE 1(MKHULU), BUSHBUCKRIDGE AND DIVERSILOOP TOWNSHIPS	R18 777 023.20	29-Sep-23	29-Sep-25	24 MONTHS	R	7,772,468.52	R11,064,562.64	N/A	N/A	On going
129	BILM(LCD)20/2023/2024	MD ENGINEERS(PTY) LTD JV AT MANAGEMENT INNOVATION GOVERNMENT SOFTWARE SOLUTIONS	TRUNKY PROJECT: ELECTRIFICATION OF 150 CONNECTIONS IN CROQUETTAWN PHASE 1 & WITHIN BUSHBUCKRIDGE LOCAL MUNICIPALITY AREA	R2 850 000.15	06-Oct-23	06-Jan-24	3 MONTHS	R	2,324,487.36	R57,345,417.25	N/A	N/A	Delayed
130	BILM(MDC)X/006		PROVISION OF AUTOMATED PERFORMANCE MANAGEMENT SYSTEM AN SUPPORT FOR A PERIOD OF 3 YEARS	R4 791 486.96	06-Oct-23	06-Oct-26	3 YEARS	R	1,490,400.00	R3 301 886.96	N/A	N/A	On going
131	BILM(ELEC)20/2023/2024	KOMATI AFRIKA	TRUNKY PROJECT: ELECTRIFICATION OF 600 CONNECTIONS IN HLUHULANI PHASE 2 WITHIN BUSHBUCKRIDGE LOCAL MUNICIPALITY AREA	R2 000 015.18	06-Oct-23	06-Apr-24	6 MONTHS	R	9,372 10.86	R2 620 904.20	N/A	N/A	On going
132	BILM(Y)90	YELLOW IRON TRADING 27	PAVING OF INTERNAL STREET IN NEW FOREST	R20 380 210.74	31-Dec-23	31-Apr-24	3 MONTHS	R	18,888,092.93	R1,888,092.93	N/A	N/A	On going
133	BILGIMP22/01/2015/12/27/25	MATALA NYAPELE INVESTMENT AND PROPERTIES	CONSTRUCTION OF INTERNAL STREETS IN WARD 7 AT THABAKOLLO(MASAKENG)	R29 222 094.00	01-Dec-23	31-Mar-24	3 MONTHS	R	5,000,000.00	R2 113,207.56	N/A	N/A	On going
134	BILGIMP22/01/2015/12/27/25	SIP DEVELOPERS JV	CONSTRUCTION OF INTERNAL STREETS IN WARD 21 AT JUSTICE VILLAGE	R29 249 736.83	01-Dec-23	31-Mar-24	3 MONTHS	R	10,162,723.00	R1,817,831.75	N/A	N/A	On going
135	BILGIMP22/01/2015/12/27/25	FARKE CONSTRUCTION AND PROJECTS	CONSTRUCTION OF INTERNAL STREETS AT ACORNHOEK(WARD 19)	R28 862 877.76	01-Dec-23	31-Jun-24	3 MONTHS	R	21,699,689.00	R7,355,867.93	N/A	N/A	On going
136	BILGIMP22/01/2015/12/27/25	ZONKE ZIKHATHA TRADING ENTERPRISE CC	CONSTRUCTION OF INTERNAL STREETS IN GAMBOTI(B) DURBARS COP REGION (WARD 1)	R26 405 304.50	01-Dec-23	31-Jun-24	6 MONTHS	R	11,451,025.52	R1,025,302.06	N/A	N/A	On going
137	BILGIMP22/01/2015/12/27/25	MUNIZ GROUP JAYA UPUZLA	CONSTRUCTION OF INTERNAL STREETS AT WARD 23(CORK)VILLAGE	R31 031 435.00	01-Dec-23	30-Jun-24	6 MONTHS	R	15,301,320.00	R1,317,320.00	N/A	N/A	On going
138	BILGIMP22/01/2015/12/27/25	MUHIMA GROUP (PTY) LTD	SPUGRAING OF DINGULAR PACKAGE PLANT WATER TREATMENT WORKS	R22 657 493.34	01-Dec-23	31-Mar-24	3 MONTHS	R	3,655,313.64	R1,584,579.70	N/A	N/A	On going
139	BILGIMP22/01/2015/12/27/25	MM INDUSTRIES	PROVISION OF WATER RETICULATION AT KUMHLOVANE PHASE 1	R28 119 430.03	03-Nov-23	03-Mar-24	3 MONTHS	R	7,249,340.00	R1,541,060.70	N/A	N/A	On going
140	BILGIMP22/01/2015/12/27/25	FSHAWWA TRADING & PROJECTS	CONSTRUCTION OF INTERNAL STREETS IN WARD 9 IN AVILANJAH	R26 459 670.12	16-Nov-23	16-Mar-24	3 MONTHS	R	19,166,920.00	R7,292,689.71	N/A	N/A	On going
141	BILGIMP22/01/2015/12/27/25	FMOKODENKA LTD	WATER RETICULATION AT KUDLOVANE PHASE 1	R27 349 128.38	27-Nov-23	27-Mar-24	3 MONTHS	R	11,024,946.00	R3,545,172.12	N/A	N/A	On going
142	BILGIMP22/01/2015/12/27/25	UCFCT TRADING JV	WATER RETICULATION AT NIMKUHLA VILLAGE PHASE 2	R20 215 709.23	27-Nov-23	01-Mar-24	2 MONTHS	R	4,260,000.00	R1,377,010.27	N/A	N/A	On going
143	BILGIMP22/01/2015/12/27/25	VUNYADE GROUP PTY LTD	WATER RETICULATION AT SIGAGUVE VILLAGE PHASE 2	R19 319 754.02	27-Nov-23	27-Mar-24	2 MONTHS	R	16,348,154.00	R6,160,400.45	N/A	N/A	On going
144	BILGIMP22/01/2015/12/27/25	GOLDEN ENEWS	WATER RETICULATION AT JAMYEANE AND OMBOVILLAGE PHASE 1	R20 109 208.91	30-Mar-23	30-Mar-24	1 MONTH	R	11,871,027.71	R1,848,585.22	N/A	N/A	On going
145	BILGIMP22/01/2015/12/27/25	ELMANCO BUSINESS ENTERPRISE	WATER RETICULATION AT MIDLAKE BUSINESS PHASE 1	R24 588 448.00	20-Mar-23	20-Mar-24	1 MONTH	R	10,301,320.00	R1,317,320.00	N/A	N/A	On going
146	BILGIMP22/01/2015/12/27/25	MAASHI TRADING ENTERPRISE	PROVISION OF WATER RETICULATION AT SHAGALE VILLAGE PHASE 1	R18 864 264.00	01-Mar-23	29-Feb-24	3 MONTHS	R	3,655,313.64	R1,584,579.70	N/A	N/A	On going
147	BILGIMP22/01/2015/12/27/25	FARIA CONSTRUCTION	WATER RETICULATION AT KIRIBA AND TUKAENI VILLAGE PHASE 1	R29 310 344.00	01-Mar-23	01-Mar-24	1 MONTH	R	12,251,516.00	R1,651,745.02	N/A	N/A	On going
148	BILGIMP22/01/2015/12/27/25	NOSHAIAN CONSTRUCTION	CONSTRUCTION OF INTERNAL STREETS IN A HAPPI DANTAGE	R25 327 534.00	01-Mar-23	01-Mar-24	1 MONTH	R	1,076,359.00	R327,525.15	N/A	N/A	On going
149	BILGIMP22/01/2015/12/27/25	UDARE HOLDINGS	CONSTRUCTION OF SECURITY SERVICES AND ARMED RESPONSE FOR A PERIOD OF 36 MONTHS	R15 994 601.97	19-Mar-23	19-Aug-24	12 MONTHS	R	4,915,265.45	R1,368,875.34	N/A	N/A	On going
150	BILGIMP22/01/2015/12/27/25	MATLARONA SECURITY UNIT	CONSTRUCTION OF SECURITY SERVICES AND ARMED RESPONSE FOR A PERIOD OF 36 MONTHS	R27 767 745.00(RATE)	27-Mar-24	21-Mar-24	2 YEARS	R	9,832,459.00	R0.00	N/A	N/A	On going
151	BILGIMP22/01/2015/12/27/25	MAKINGU SECURITY SERVICES	PROVISION OF SECURITY SERVICES AND ARMED RESPONSE FOR A PERIOD OF 36 MONTHS	R27 767 745.00(RATE)	27-Mar-24	21-May-27	3 YEARS	R	6,597,379.64	R0.00	N/A	N/A	On going
152	BILGIMP22/01/2015/12/27/25	BHEISLEY'S TRADING ENTERPRISE	PROVISION OF SECURITY SERVICES AND ARMED RESPONSE FOR A PERIOD OF 36 MONTHS	R46 489.5(RATE)	27-Mar-24	01-May-27	3 YEARS	R	3,334,868.85	R0.00	N/A	N/A	On going
153	BILGIMP22/01/2015/12/27/25	COOTIVA SECURITY SERVICES	PROVISION OF SECURITY SERVICES AND ARMED RESPONSE FOR A PERIOD OF 36 MONTHS	R10 655.50(RATE)	27-Mar-24	01-May-27	3 YEARS	R	11,196,245.38	R0.00	N/A	N/A	On going
154	BILGIMP22/01/2015/12/27/25	LAMELA SECURITY SERVICES	PROVISION OF SECURITY SERVICES AND ARMED RESPONSE FOR A PERIOD OF 36 MONTHS	R3919.0(RATE)	27-Mar-24	01-May-27	3 YEARS	R	6,042,572.60	R0.00	N/A	N/A	On going
155	BILGIMP22/01/2015/12/27/25	MANSENTE SECURITY AND RMIM SECURITIES	PROVISION OF SECURITY SERVICES AND ARMED RESPONSE FOR A PERIOD OF 36 MONTHS	R17 527.35(RATE)	27-Mar-24	01-May-27	3 YEARS	R	3,551,341.00	R0.00	N/A	N/A	On going
156	BILGIMP22/01/2015/12/27/25	MAWENI SECURITY SERVICES	PROVISION OF SECURITY SERVICES AND ARMED RESPONSE FOR A PERIOD OF 36 MONTHS	R17 527.35(RATE)	27-Mar-24	01-May-27	3 YEARS	R	7,159,339.20	R0.00	N/A	N/A	On going
157	BILGIMP22/01/2015/12/27/25	THE A TEAM TASK FORCE PTY LTD	PROVISION OF SECURITY SERVICES AND ARMED RESPONSE FOR A PERIOD OF 36 MONTHS	R4 445 000.00	04-Mar-23	04-Mar-25	2 MONTHS	R	8,334,868.85	R0.00	N/A	N/A	On going
158	BILGIMP22/01/2015/12/27/25	MFATIA ENTERPRISE SECURITY	PROVISION OF SECURITY SERVICES AND ARMED RESPONSE FOR A PERIOD OF 36 MONTHS	R4 445 000.00	04-Mar-23	04-Apr-27	3 YEARS	R	857,551.38	R0.00	N/A	N/A	On going
159	BILGIMP22/01/2015/12/27/25	INDUSTRO SECURITY AVAMATO1	PROVISION OF SECURITY SERVICES AND ARMED RESPONSE FOR A PERIOD OF 36 MONTHS	R4 445 000.00	04-Mar-23	05-Apr-27	3 YEARS	R	6,562,957.85	R0.00	N/A	N/A	On going
160	BILM CORP(X)005	NTHWE SUPPLIERS PTY LTD	PROVISION OF ANNUAL MAYORIAL CUP TOURNAMENT AND MAYORIAL MARATHON	RATES	28-Sep-24	06-Months	12 MONTHS	R	2,445,000.00	R1,065,500.00	N/A	N/A	On going
161	BILM CORP(X)005	NYBALU HOLDING PTY LTD	GEOREFERENCING AND CAPTURE OF ALL INFRASTRUCTURE	RATES	04-Apr-24	04-Apr-25	1 MONTH	R	2,445,000.00	R1,065,500.00	N/A	N/A	On going
162	BILM CORP(X)005	SYNTALUNG ENTERPRISE	REFUGEE SERVICES AND CLEANING MATERIALS FOR A PERIOD OF 3 YEARS	RATES	05-Apr-24	05-Apr-27	3 YEARS	R	857,551.38	R0.00	N/A	N/A	On going
163	BILM CORP(X)005	MARCS SAFETY AND TRAINING CONSULTING	POOL OF TRAINING PROVIDERS FOR A PERIOD OF THREE YEARS	RATES	05-Apr-24	05-Apr-27	3 YEARS	R	-	R0.00	N/A	N/A	On going
164	BILM CORP(X)005	HEND GROUP	POOL OF TRAINING PROVIDERS FOR A PERIOD OF THREE YEARS	RATES	15-Mar-24	05-Apr-27	3 YEARS	R	1,054,000.00	R0.00	N/A	N/A	On going
165	BILM CORP(X)005	PSALM ACADEMY (PTY)LTD	POOL OF TRAINING PROVIDERS FOR A PERIOD OF THREE YEARS	RATES	15-Mar-24	05-Apr-27	3 YEARS	R	1,054,000.00	R0.00	N/A	N/A	On going

165	BL MC CORPORA X103	JORDAN TRAINING INSTITUTE	BOOK OF TRAINING PHONODIES FOR A PERIOD OF THREE YEARS	RATES	05-Apr-24	15-Apr-27	3 YEARS	R	-	N/A	N/A	On going	
166	BL MC CORPORA X104	MCOR TRAINING INSTITUTION	BOOK OF TRAINING PHONODIES FOR A PERIOD OF THREE YEARS	RATES	05-Apr-24	15-Apr-27	3 YEARS	R	-	N/A	N/A	On going	
167	BL MC CORPORA X105	MCOR KUNDEMENT HOLDINGS	BOOK OF TRAINING PHONODIES FOR A PERIOD OF THREE YEARS	RATES	05-Apr-24	15-Apr-27	3 YEARS	R	-	N/A	N/A	On going	
168	BL MC CORPORA X106	MCOR KUNDEMENT HOLDINGS	BOOK OF TRAINING PHONODIES FOR A PERIOD OF THREE YEARS	RATES	05-Apr-24	15-Apr-27	3 YEARS	R	-	N/A	N/A	On going	
169	BL MC CORPORA X107	THREELTETI MALL SKILLS & TRAINING (PTY) LTD	BOOK OF TRAINING PHONODIES FOR A PERIOD OF THREE YEARS	RATES	05-Apr-24	15-Apr-27	3 YEARS	R	-	N/A	N/A	On going	
170	BL MC CORPORA X108	GUMELA GENERAL DEALER AND PROJECTS	BOOK OF TRAINING PHONODIES FOR A PERIOD OF THREE YEARS	RATES	05-Apr-24	15-Apr-27	3 YEARS	R	-	N/A	N/A	On going	
171	BL MC CORPORA X109	SANDYOTU THISI TRADING (PTY) LTD	BOOK OF TRAINING PHONODIES FOR A PERIOD OF THREE YEARS	RATES	05-Apr-24	15-Apr-27	3 YEARS	R	-	N/A	N/A	On going	
172	BL MC CORPORA X110	LAKOLO COMMUNITY DEVELOPMENT & TRADE	BOOK OF TRAINING PHONODIES FOR A PERIOD OF THREE YEARS	RATES	05-Apr-24	15-Apr-27	3 YEARS	R	-	N/A	N/A	On going	
173	BL MC CORPORA X111	THINHOU PROJECTS	BOOK OF TRAINING PHONODIES FOR A PERIOD OF THREE YEARS	RATES	05-Apr-24	15-Apr-27	3 YEARS	R	-	N/A	N/A	On going	
174	BL MC CORPORA X112	MANGATIĆ (PTY) LTD	BOOK OF TRAINING PHONODIES FOR A PERIOD OF THREE YEARS	RATES	05-Apr-24	15-Apr-27	3 YEARS	R	-	N/A	N/A	On going	
175	BL MC CORPORA X113	IMPULANIA PROJECTS	BOOK OF TRAINING PHONODIES FOR A PERIOD OF THREE YEARS	RATES	05-Apr-24	15-Apr-27	3 YEARS	R	-	N/A	N/A	On going	
176	BL MC CORPORA X114	GEOMATICS GURBES (PTY) LTD	ASSESSMENT OF PHYSICAL ADDRESS IN ALL RURAL SETTLEMENTS	RATES	05-Apr-24	15-Apr-27	3 YEARS	R	-	N/A	N/A	On going	
177	BL MC CORPORA X115	MITHOKOZISI INVESTMENT JV	DEVELOPMENT OF THULAMAHASHIE CLOTHING PHASE I	RATES	16-Apr-24	18-Oct-24	6 MONTHS	R	-	N/A	N/A	On going	
178	BL MC CORPORA X116	WHITE BUSHKU AND LOCAL MUNICIPALITY (BLM) FOR A PERIOD OF THREE YEARS SUBJECT TO AVAILABILITY OF DABRI FUNDING	AS PER DAHRE APPROVAL	RATES	28-Jun-24	28-Jun-27	3 YEARS	R	1 334 000.00	850.00	N/A	N/A	On going
179	BL MC CORPORA X117	CCG SYSTEMS	PROVISION OF SYSTEM SUPPORT, SERVICE AND ANNUAL MAINTENANCE AND LICENSING FOR A PERIOD OF THREE YEARS	RATES	01-Jul-24	30-Jun-27	3 YEARS	R	475 000.00	850.00	N/A	N/A	On going
180	BL MC CORPORA X118	THOTEB COOL TECH (PTY) LTD	TO CONDUCT FEASIBILITY STUDY FOR BIOPROCESSING HUB	RATES	01-Jul-24	19-Nov-24	4 MONTHS	R	11 577 320.87	813 668 425.76	N/A	N/A	On going
181	BL MC CORPORA X119	SOKA EMATI INVESTMENT	KUDANE AREA	RATES	01-Jul-24	19-Nov-24	4 MONTHS	R	-	N/A	N/A	On going	
182	BL MC CORPORA X120	BISHKAWA TRADING AND PROJECTS	PANEL OF SERVICE PROVIDERS FOR DEMOLITION OF ILLEGAL STRUCTURES AS AND WHO IS LOCATED	RATES	19-Jul-24	19-Jul-27	3 YEARS	R	-	N/A	N/A	On going	
183	BL MC CORPORA X121	MATLALA NYAPELE INVESTMENT AND PROJECTS	PANEL OF SERVICE PROVIDERS FOR DEMOLITION OF ILLEGAL STRUCTURES AS AND WHO IS LOCATED	RATES	19-Jul-24	19-Jul-27	3 YEARS	R	-	N/A	N/A	On going	
184	BL MC CORPORA X122	LATELLE TRADING (PTY) LTD	PANEL OF SERVICE PROVIDERS FOR DEMOLITION OF ILLEGAL STRUCTURES AS AND WHO IS LOCATED	RATES	19-Jul-24	19-Jul-27	3 YEARS	R	-	N/A	N/A	On going	
185	BL MC CORPORA X123	JORDYMAH ENTERPRISE(PTY) LTD	PANEL OF SERVICE PROVIDERS FOR DEMOLITION OF ILLEGAL STRUCTURES AS AND WHO IS LOCATED	RATES	19-Jul-24	19-Jul-27	3 YEARS	R	-	N/A	N/A	On going	
186	BL MC CORPORA X124	BHEASLEY'S TRADING AND ENTERPRISE	PANEL OF SERVICE PROVIDERS FOR DEMOLITION OF ILLEGAL STRUCTURES AS AND WHO IS LOCATED	RATES	19-Jul-24	19-Jul-27	3 YEARS	R	-	N/A	N/A	On going	
187	BL MC CORPORA X125	YOLA GENERAL TRADING (PTY) LTD	PANEL OF SERVICE PROVIDERS FOR DEMOLITION OF ILLEGAL STRUCTURES AS AND WHO IS LOCATED	RATES	19-Jul-24	19-Jul-27	3 YEARS	R	-	N/A	N/A	On going	
188	BL MC CORPORA X126	TNT PROJECTS (PTY) LTD	PANEL OF SERVICE PROVIDERS FOR DEMOLITION OF ILLEGAL STRUCTURES AS AND WHO IS LOCATED	RATES	19-Jul-24	19-Jul-27	3 YEARS	R	-	N/A	N/A	On going	
189	BL MC CORPORA X127	KATLIN CONSTRUCTION CC	RENOVATION & TENURE OF THULAMAHASHIE SEC OFFICE THULAMAHASHIE REGION	RATES	20-Jul-24	26-Dec-24	6 MONTHS	R	-	N/A	N/A	On going	
190	BL MC CORPORA X128	ROYKING GROUP (PTY) LTD	CONSTRUCTION OF ABS (UNITSI) BASIC SANITATION IN WARD 14, 15, 16, 19, 20 AND 22	RATES	05-Aug-24	02-Dec-24	6 MONTHS	R	-	N/A	N/A	On going	
191	BL MC CORPORA X129	ZOKAR TRADING (PTY) LTD	CONSTRUCTION OF ABS (UNITSI) BASIC SANITATION IN WARD 15, 17, 19, 20 AND 21	RATES	05-Aug-24	02-Dec-24	6 MONTHS	R	-	N/A	N/A	On going	
192	BL MC CORPORA X130	ZAKACAN TRADING AND PROJECTS	CONSTRUCTION OF ABS (UNITSI) BASIC SANITATION IN WARD 20, 30, 33, 34 AND 38	RATES	05-Aug-24	02-Dec-24	6 MONTHS	R	-	N/A	N/A	On going	
193	BL MC CORPORA X131	YETSAKALA (PTY) LTD	DEVELOPMENT, HOSTING, MAINTENANCE AND SUPPORT OF WEBSITE AND INTERNET	RATES	05-Aug-24	06-Aug-27	3 YEARS	R	-	N/A	N/A	On going	
194	BL MC CORPORA X132	KIGOGO HEALTH CARE (PTY) LTD	PANEL OF PROFESSIONAL MEDICAL HEALTH PRACTITIONERS FOR EMPLOYER'S MEDICAL EXAMINATIONS FOR A PERIOD OF THREE YEARS	RATES	05-Aug-24	06-Aug-27	3 YEARS	R	-	N/A	N/A	On going	
195	BL MC CORPORA X133	LAMBIA HEALTH SERVICES	PANEL OF PROFESSIONAL MEDICAL HEALTH PRACTITIONERS FOR EMPLOYER'S MEDICAL EXAMINATIONS FOR A PERIOD OF THREE YEARS	RATES	05-Aug-24	06-Aug-27	3 YEARS	R	-	N/A	N/A	On going	
196	BL MC CORPORA X134	LUBICH (PTY) LTD	PANEL OF PROFESSIONAL MEDICAL HEALTH PRACTITIONERS FOR EMPLOYER'S MEDICAL EXAMINATIONS FOR A PERIOD OF THREE YEARS	RATES	05-Aug-24	06-Aug-27	3 YEARS	R	-	N/A	N/A	On going	
197	BL MC CORPORA X135	DIRE T MATRON'S OCCUPATIONAL HEALTH CONSULTANTS	PANEL OF PROFESSIONAL MEDICAL HEALTH PRACTITIONERS FOR EMPLOYER'S MEDICAL EXAMINATIONS FOR A PERIOD OF THREE YEARS	RATES	05-Aug-24	06-Aug-27	3 YEARS	R	-	N/A	N/A	On going	
198	BL MC CORPORA X136	OCUPRIP (PTY) LTD	PANEL OF PROFESSIONAL MEDICAL HEALTH PRACTITIONERS FOR EMPLOYER'S MEDICAL EXAMINATIONS FOR A PERIOD OF THREE YEARS	RATES	05-Aug-24	06-Aug-27	3 YEARS	R	-	N/A	N/A	On going	
199	BL MC CORPORA X137	NTANGANI GENERAL TRADING	PANEL OF SUPPLY AND DELIVERY OF OFFICE FURNITURE FOR A PERIOD OF 24 MONTHS	RATES	05-Aug-24	24-Nov-24	24 MONTHS	R	-	N/A	N/A	On going	
200	BL MC CORPORA X138	BAPHELE PROJECT DEVELOPMENT	PANEL OF SUPPLY AND DELIVERY OF OFFICE FURNITURE FOR A PERIOD OF 24 MONTHS	RATES	05-Aug-24	24-Nov-24	24 MONTHS	R	-	N/A	N/A	On going	
201	BL MC CORPORA X139	BUENKA TRADING ENTERPRISE	PANEL OF SUPPLY AND DELIVERY OF OFFICE FURNITURE FOR A PERIOD OF 24 MONTHS	RATES	05-Aug-24	24-Nov-24	24 MONTHS	R	-	N/A	N/A	On going	
202	BL MC CORPORA X140	BISHKAWA TRADING AND PROJECTS	PANEL OF SUPPLY AND DELIVERY OF OFFICE FURNITURE FOR A PERIOD OF 24 MONTHS	RATES	05-Aug-24	24-Nov-24	24 MONTHS	R	-	N/A	N/A	On going	
203	BL MC CORPORA X141	MACHONIENE TRADING	PANEL OF SUPPLY AND DELIVERY OF OFFICE FURNITURE FOR A PERIOD OF 24 MONTHS	RATES	05-Aug-24	24-Nov-24	24 MONTHS	R	-	N/A	N/A	On going	
204	BL MC CORPORA X142	ENT PROJECTS (PTY) LTD	PANEL OF SUPPLY AND DELIVERY OF OFFICE FURNITURE FOR A PERIOD OF 24 MONTHS	RATES	05-Aug-24	24-Nov-24	24 MONTHS	R	-	N/A	N/A	On going	
205	BL MC CORPORA X143	MOPHETUM TRADING	PANEL OF SUPPLY AND DELIVERY OF OFFICE FURNITURE FOR A PERIOD OF 24 MONTHS	RATES	05-Aug-24	24-Nov-24	24 MONTHS	R	-	N/A	N/A	On going	
206	BL MC CORPORA X144	KATLIN CONSTRUCTION CC	FOUNDING OF DRAISILOOP REGIONAL OFFICE	RATES	01-Apr-24	01-Apr-30	6 MONTHS	R	-	N/A	N/A	On going	
207	BL MC CORPORA X145	A.M CONSULTING ENGINEERS (PTY) LTD	PANEL OF PROFESSIONAL ENGINEERING SERVICES FOR ELECTRICAL AND INFRASTRUCTURE PROJECTS AS AND WHEN REQUIRED FOR 3 YEARS	RATES	12-Aug-24	12-Aug-27	3 YEARS	R	-	81 495 815.90	N/A	On going	
208	BL MC CORPORA X146	MAT CONSULTING ENGINEERS #1 (PTY) LTD	PANEL OF PROFESSIONAL ENGINEERING SERVICES FOR ELECTRICAL AND INFRASTRUCTURE PROJECTS AS AND WHEN REQUIRED FOR 3 YEARS	RATES	12-Aug-24	12-Aug-27	3 YEARS	R	-	80 00	N/A	On going	
209	BL MC CORPORA X147	MONTENY GROUP	PANEL OF PROFESSIONAL ENGINEERING SERVICES FOR ELECTRICAL AND INFRASTRUCTURE PROJECTS AS AND WHEN REQUIRED FOR 3 YEARS	RATES	12-Aug-24	12-Aug-27	3 YEARS	R	-	80 00	N/A	On going	
210	BL MC CORPORA X148	IM CONSULTING ENGINEERS	PANEL OF PROFESSIONAL ENGINEERING SERVICES FOR ELECTRICAL AND INFRASTRUCTURE PROJECTS AS AND WHEN REQUIRED FOR 3 YEARS	RATES	12-Aug-24	12-Aug-27	3 YEARS	R	-	80 00	N/A	On going	
211	BL MC CORPORA X149	RELIANT CONSULTING	PANEL OF PROFESSIONAL ENGINEERING SERVICES FOR ELECTRICAL AND INFRASTRUCTURE PROJECTS AS AND WHEN REQUIRED FOR 3 YEARS	RATES	12-Aug-24	12-Aug-27	3 YEARS	R	-	80 00	N/A	On going	
212	BL MC CORPORA X150	AGNONHEX HOLDINGS	PANEL OF PROFESSIONAL ENGINEERING SERVICES FOR ELECTRICAL AND INFRASTRUCTURE PROJECTS AS AND WHEN REQUIRED FOR 3 YEARS	RATES	12-Aug-24	12-Aug-27	3 YEARS	R	-	80 00	N/A	On going	
213	BL MC CORPORA X151	AFRICAN CHILD ENGINEERS	PANEL OF PROFESSIONAL ENGINEERING SERVICES FOR ELECTRICAL AND INFRASTRUCTURE PROJECTS AS AND WHEN REQUIRED FOR 3 YEARS	RATES	12-Aug-24	12-Aug-27	3 YEARS	R	-	80 00	N/A	On going	
214	BL MC CORPORA X152	IM CONSULTING ENGINEERS	PANEL OF PROFESSIONAL ENGINEERING SERVICES FOR ELECTRICAL AND INFRASTRUCTURE PROJECTS AS AND WHEN REQUIRED FOR 3 YEARS	RATES	12-Aug-24	12-Aug-27	3 YEARS	R	-	80 00	N/A	On going	
215	BL MC CORPORA X153	TR CONSULTING AND PROJECTS (PTY) LTD	PANEL OF PROFESSIONAL ENGINEERING SERVICES FOR ELECTRICAL AND INFRASTRUCTURE PROJECTS AS AND WHEN REQUIRED FOR 3 YEARS	RATES	12-Aug-24	12-Aug-27	3 YEARS	R	-	80 00	N/A	On going	
216	BL MC CORPORA X154	WAK ENGINEERING CONSULTANTS (PTY) LTD	PANEL OF PROFESSIONAL ENGINEERING SERVICES FOR ELECTRICAL AND INFRASTRUCTURE PROJECTS AS AND WHEN REQUIRED FOR 3 YEARS	RATES	12-Aug-24	12-Aug-27	3 YEARS	R	-	80 00	N/A	On going	
217	BL MC CORPORA X155	MNP ENGINEERING PROJECTS	PANEL OF PROFESSIONAL ENGINEERING SERVICES FOR ELECTRICAL AND INFRASTRUCTURE PROJECTS AS AND WHEN REQUIRED FOR 3 YEARS	RATES	12-Aug-24	12-Aug-27	3 YEARS	R	-	80 00	N/A	On going	
218	BL MC CORPORA X156	ETHMALA CONSULTING ENGINEERING (PTY) LTD	PANEL OF PROFESSIONAL ENGINEERING SERVICES FOR ELECTRICAL AND INFRASTRUCTURE PROJECTS AS AND WHEN REQUIRED FOR 3 YEARS	RATES	12-Aug-24	12-Aug-27	3 YEARS	R	-	80 00	N/A	On going	
219	BL MC CORPORA X157	MARINE CONSULTING	PANEL OF PROFESSIONAL ENGINEERING SERVICES FOR ELECTRICAL AND INFRASTRUCTURE PROJECTS AS AND WHEN REQUIRED FOR 3 YEARS	RATES	12-Aug-24	12-Aug-27	3 YEARS	R	-	80 00	N/A	On going	

PANEL OF PROFESSIONAL ENGINEERING SERVICES FOR ELECTRICAL AND INFRASTRUCTURE PROJECTS AS AND WHEN REQUIRED FOR 2 YEARS									
			RATES						
220	BLM/ENG/2024/27/P002	TANK PROJECT SOLUTIONS		12-Aug-24	12-Aug-27	2 YEARS	R	0.00	N/A
221	BLM/ENG/2024/27/P002	TOTAL VALUE AV KAROTIC CONSULTING		12-Aug-24	12-Aug-27	3 YEARS	R	0.00	N/A
222	BLM/ENG/2024/27/P002	WMASELL CONSULTING AND PROJECTS		12-Aug-24	12-Aug-27	3 YEARS	R	0.00	N/A
223	R115	TEKOM SA SOC LTD		12-Aug-24	12-Aug-27	3 YEARS	R	0.00	N/A
224	BLMB/WYN/2023/24	CONS RUCITION OF CULVERT BRIDGE AT MAMHETIC PRIMARY WARD 25	RATES	12-Aug-24	26-Nov-24	2 MONTHS	R	27 931.83	N/A
225	BLM5016	SIBUSIWE CONTRACTOR	RATES	12-Aug-24	10-Dec-24	4 MONTHS	R	1 362 000.00	N/A
		UPGRADING OF SHATALE WASTE WATER TREATMENT WORKS WARD 25	RATES	12-Nov-24	15-Nov-24	1 MONTH	R	140 000.00	N/A
		PROVISION OF SHORT TERM INSURANCE COVER FOR MOBILE AND MANOVABLE ASSETS FOR 36 MONTHS	RATES	18-Nov-24	18-Nov-27	3 YEARS	R	6 522 547.22	N/A
		FENCING OF MARGARET MANANA COMMUNITY HALL	RATES	12-Dec-24	12-Apr-25	4 MONTHS	R	6 522 547.22	N/A
226	BLMCORP/PE/2019/12	MNC BEER TRADING	R21 604 814.72	18-Nov-24	18-Nov-27	3 YEARS	R	14 772 727.50	N/A
227	BLMMWP/PE/X008/12	MNC BEER TRADING	R970 391.50	12-Dec-24	12-Apr-25	4 MONTHS	R	970 391.50	N/A
228	154419432/CF002/204/7/201 CO/161-	REHABILITATION OF ACORNHOEK LIBRARY PHASE 1	R6 198 521.50	12-Dec-24	12-Apr-25	4 MONTHS	R	-	R6 198 521.50
229	21601/M/HOD/01	REHABILITATION TO CUNNINGHORE B COMMUNITY HALL	R1 180 814.25	12-Dec-24	12-Apr-25	4 MONTHS	R	-	R1 180 814.25
230	BLMMWP/PE/X008/11	AKHUMA PROPERTY DEVELOPERS	R19 579 300.00	12-Dec-24	12-Dec-27	3 YEARS	R	-	R19 579 300.00
		REPEATER COMMUNICATION SYSTEM	R19 579 300.00	12-Dec-24	12-Dec-27	3 YEARS	R	-	N/A

Annexure F

Commitment as at 30 June 2024

Project Number	Project Description	Allocation Amount(₦)	Expenditure(₦)	Total(₦)	Total(₦)	Engineer	Contractor	Appointment Date	
BL-MHOTOP/2002	Supply installation and maintenance of smart meters for period of 3yrs	12,064,772,16	2,174,706,12	9,890,665,04	1,482,569,90	11,373,375,54	Power-C Marketing Africa (Pty) Ltd	2022/03/30	
BL-MH-CAPX/0012	Neighbourhood Development Pp. Replacement of asbestos Water Rl	44,081,510,70	8,355,177,71	32,32,99	5,359,009,96	41,085,177,71	Thirion Project Management	2021/10/05	
BL-MH/0150/ED/21/23	Construction of Main Road Chalets in Weverend and	4,265,302,24	-	2,455,958,43	1,880,122,81	2,070,076,82	Lewiti Engineer (Pty) Ltd	2022/02/07	
BL-MH/0161/ED/21/23	Construction of Gladhouse Abitation and Waste Equipments at Imya	4,675,846,00	-	2,149,860,86	2,527,485,20	379,122,78	2,906,501,98	West Engineer (Pty) Ltd	2022/02/07
BL-MH/0174/ED/21/23	Construction of Hunting Cultural Village Chalets	3,613,275,35	-	2,089,301,44	1,715,072,91	257,356,08	Volumbe Consulting Engineers	2022/02/07	
BL-MH/0594/ED/21/23	Construction of Hunting Cultural Village Chalets and Infrastructure	2,424,520,33	-	1,450,915,71	973,630,22	1,46,053,08	Wilmobe Consulting Engineers	2022/02/07	
BL-MH/UL19-1	Infrastructure Development at Hospital view	17,742,700,00	-	5,785,107,42	11,947,159,58	1514,711,89	Tas Masomo (N) (Pty) LTD	2017/12/07	
BL-MH/0524/HO	Construction of Head office Municipal Building in Bushbridge	103,098,447,41	-	59,742,665,59	43,355,778,82	6,505,356,83	Engineering Service (Pty) Newiese Thobs Construction &	2019/12/10	
BL-MR121	Rehabilitation of Internal Streets in Mthuthu	640,000,00	-	550,582,28	89,317,72	13,412,66	Zimile Consulting Engineers	2021/08/27	
BL-MR126-1	Rehabilitation of Internal Streets in Mthuthu	7,293,495,50	-	7,092,117,56	201,377,64	30,098,39	Zimile Consulting Engineers Kallin Construction	2022/10/24	
BL-MR148	Rehabilitation of Internal Streets in Thulamahasthe Phase 2	2,056,630,34	-	1,285,393,96	771,265,38	115,685,46	Watson Consulting Engine Maumalanga Projects	2021/08/27	
BL-MS/008/RB/G/2021/05/19	Upgrading of Mavbilu Waste Water Treatment Works	134,630,199,00	-	110,383,579,26	24,246,189,74	3,636,609,64	Inthekanpo Consultants Mjumilelio Business Enterprise	2018/03/02	
BL-MSE/WP/2023	Upgrading of Mthuthu Wastewater Treatment at Various Townships	19,041,635,63	-	3,018,048,41	16,023,187,22	2,003,788,08	Mamidi and Company HBC Construction	2021/08/27	
BL-MW005	Upgrading or Sharable Water Treatment Works	27,750,445,48	-	11,802,927,68	15,947,642,80	2,987,191,81	Inthekanpo Consultants	2022/03/07	
BL-MW009	Water Relocation in Huntingdon	3,910,426,30	-	1,949,030,90	1,961,389,50	294,209,63	MSIR Consulting Engineering	2022/01/27	
BL-MW-121	Water Relocation in Huntingdon	6,685,78,76	-	3,052,265,21	1,643,255,75	246,28,86	TI Engineering Services	2022/05/30	
BL-MAC/2028/B	Renovation of Zedding Passage Plant	14,634,411,50	-	9,639,195,59	4,995,315,01	7,482,394	Nomilundo Group of IHC Bee Trading	2022/05/30	
BL-MW/308A	Upgrading of Bushbridge Pipeline from Imyaka Regional WTW	4,682,412,75	-	2,102,738,18	2,589,074,57	388,451,18	NDL Nomilundo Group of Hispano TIA Amanzi Water Scien	2022/05/30	
BL-MW/2028/PHASE2	Returnishment of Singapula Package Plant	1,168,280,15	-	730,175,10	438,05,05	65,115,76	NDL Nomilundo Group of Consulting Engineers	2023/12/12	
BL-MW/500/PHASE2	Sandwich Package Plant Phase 2	5,647,550,62	-	4,311,986,50	1,333,986,50	7,415,984,74	Hlayeli Consulting Engin Monium Trading IV Gochi I Tra	2021/08/27	
BL-MW/501-01	UPGRADING OF DIGITAL PACKAGE PLANT RAW WATER AND RANS	22,618,16,18	-	16,713,602,06	6,444,614,10	966,692,12	Hlayeli Consulting Engin Matumalo Group	2021/08/27	
BL-M-WATER-377-1	PROVISION OF WATER RETICULATION AT SHAFRAZ RD/P EXTENTION	8,130,998,66	-	7,887,668,50	243,322,16	38,498,32	SAMTAK CONSULTING EN Mabuhlo Business Enterprise	2022/11/24	
BL-MWATER/OS/2021	Water Loss Management Programme for a Period of One Year	2,911,728,10	-	2,911,728,10	2,911,728,10	1,30,603,97	C-SEAL Consulting	2019/09/22	
BL-MWATER/UPD/2023	Upgrading of Bushbridge Pipeline from Imyaka Regional WTW	22,333,228,30	-	19,851,831,04	4,135,371,99	1,021,291,70	NDL Nomilundo Group of IHC Bee Trading	2022/06/20	
BL-MWATER/UPD/KAN/2023	Construction of Bushbridge Pipeline from Imyaka Regional WTW	8,664,485,08	-	18,119,071,99	4,949,345,41	4,829,011,64	Kasibay Trading and Proj	2022/06/20	
BL-MWATER/PE/03/22	Replacement of AC Pipeline Phase 2	11,557,381,55	-	7,169,001,81	1,498,581,27	2,241,187,19	Phuma Kwelelo and Associa Rethwana Developers	2021/08/27	
BL-MWATER/PE/377-2	PROVISION OF WATER RETICULATION AT AUTHORSTONE-GASELANI	1,130,434,78	-	791,304,35	339,30,43	12,549,781,33	Vunika Consulting Engine Mjumala Group	2021/08/27	
BL-MW/MP/152/77/RS/15/19	PROVISION OF WATER RETICULATION AT Nevington Village Phase 1	14,634,326,99	-	13,063,831,04	1,435,326,99	50,869,57	SAMTAK CONSULTING EN Mabuhlo Business Enterprise	2022/11/24	
BL-MW/MP/152/77/18/20	Construction of Internal Streets at Alwancourt Village	22,333,228,30	-	19,851,831,04	4,135,371,99	1,021,291,70	C-SEAL Consulting	2019/09/22	
BL-MW/MP/155/65/SM/16/19	Construction of Bushbridge Regional Landfill 1-House Trade Sta	2,310,000,00	-	1,795,025,00	513,935,00	77,096,25	NDL Nomilundo Group of Projects	2022/06/20	
BL-MW/MP/177/0/W/19/21	Water Relocation in Rollo Phase 3	5,629,190,36	-	2,691,798,21	2,938,08,17	3,322,28,56	CY Chabane and Associa Rethwana Developers	2021/08/27	
BL-MW/MP/182/56/WM/21/23	Construction of Athorstone Sports Facility Phase 2	40,301,889,97	-	31,777,632,99	31,673,486,31	5,985,70,80	NDL Nomilundo Group of Projects	2022/06/20	
BL-MW/MP/2015/CE/20/23	Water Relocation Belast Phase 2	30,203,613,71	-	28,582,735,79	1,650,725,92	245,041,06	Boschuk Consulting Engin Nitemo Projects	2021/08/27	
BL-MW/MP/21/0/DN/21/23	Water Relocation in Rondalesey	31,720,13,70	-	31,076,721,58	51,455,52	77,111,42	Sardine Consulting Engin Nipalele Investment	2022/06/20	
BL-MW/MP/21/20/21/23	Construction of Water Reticulation in Ward 20	30,646,938,96	-	29,976,785,49	670,156,47	100,233,47	Project Intellect Consulting Mbira Trading	2021/08/27	
BL-MW/MP/21/21/RS/72/23/PHASE26	Construction of Internal Streets at Mtsikisitane Phase 2B	18,865,904,16	-	11,212,159,59	7,673,486,17	1,151,062,20	8,824,810,37	Ukukhanya Consulting Engin Ngwato Mats (Pty) Ltd	2021/08/27
BL-MW/MP/21/22/RS/72/23/URBANE	Construction of Internal Streets at Mtsikisitane Phase 3	13,821,568,33	-	785,004,00	1,626,652,93	1,955,442,44	14,891,581,97	Ubrane Holdings	2021/08/27
BL-MW/MP/21/22/RS/72/23	Construction of Internal Streets at Mtsikisitane Ward 4	22,735,347,97	-	17,278,912,67	23,022,986,40	3,455,447,97	Tshware Consulting Engin Ndlovu Group	2021/08/27	
BL-MW/MP/21/23/RS/72/23	Construction of Internal Streets in Zinthila Ward 28	18,237,757,82	-	17,810,022,64	3,141,725,97	4,717,023,45	TDK Consulting Engineers Ndlovu Group	2022/06/20	
BL-MW/MP/21/24/RS/72/23	Construction of Access Road in Ward 21 Acomhook	47,353,501,77	-	43,418,056,77	4,286,785,49	10,000,00	TDK Consulting Engineers Ndlovu Group	2022/06/20	
BL-MW/MP/21/25/RS/72/23	Construction of Road at Mthuthu Ward 3	24,122,775,50	-	24,163,986,11	49,776,39	7,391,43	Ridge Projects	2022/06/20	
BL-MW/MP/21/26/RS/72/23	Built Water Infrastructure in Rollo Phase 3	2,560,455,33	-	1,264,455,63	1,293,798,72	19,386,80	G-SEAL Consulting	2021/08/27	
BL-MW/MP/21/27/RS/72/23	Water Relocation at Ntomo Phase 1	29,041,358,50	-	21,637,055,30	7,400,965,30	11,015,25,78	Monila Consulting Engine MM Industries	2021/08/27	
BL-MW/MP/21/28/RS/72/23	Water Relocation in Rondalesey Phase 2	21,741,452,33	-	11,294,524,05	10,446,526,28	1,567,059,76	Monila Consulting Engine LCPCT Trading	2021/08/27	
BL-MW/MP/21/29/RS/72/23	Water Relocation in Jameyan and Zombo Village Phase 1	29,327,395,66	-	10,533,701,01	11,832,547,18	64,025,24	Monila Consulting Engine Vhunani Necabane Trading Ente	2022/06/20	
BL-MW/MP/21/30/RS/72/23	Water Relocation in Kurnula and Tyakeni Village Phase 2	22,897,784,29	-	17,987,933,36	3,335,565,00	594,334,75	Monila Consulting Engine Phama Engineering Serv F/H Motekena (Pty) Jv	2021/08/27	
BL-MW/MP/21/31/RS/72/23	Provision of Water Reticulation in Edinburgh Village Phase 1	27,687,995,05	-	24,221,027,74	3,461,962,31	5,192,26,10	Monila Consulting Engine Mbileni Trading T/A Mbileni Eng	2022/06/20	
BL-MW/MP/21/32/RS/72/23	Built Water Infrastructure in Edinburgh Village Phase 2	29,083,058,36	-	27,748,930,38	1,346,265,98	201,639,90	1,545,805,88	WWE Consulting Engineers The Unrestricted	2021/08/27
BL-MW/MP/21/33/RS/72/23	Water Relocation in Sengule Village Phase 1	21,740,243,18	-	18,185,338,38	1,080,603,80	11,105,25,30	Monila Consulting Engine Mbileni Eng	2021/08/27	
BL-MW/MP/21/34/RS/72/23	Water Relocation in Sengule Village Phase 2	19,561,285,43	-	5,428,556,14	4,286,827,79	12,604,080,57	Monila Consulting Engine Mbileni Eng	2021/08/27	
BL-MW/MP/21/35/RS/72/23	Water Relocation in Jameyan and Zombo Village Phase 1	22,927,395,66	-	10,533,701,01	16,584,922,65	13,807,259,76	Monila Consulting Engine Mbileni Eng	2021/08/27	
BL-MW/MP/21/36/RS/72/23	Water Relocation in Kurnula and Tyakeni Village Phase 2	23,732,947,87	-	7,650,085,65	16,081,984,22	1,786,58,54	Monila Consulting Engine Mbileni Eng	2021/08/27	
BL-MW/MP/21/37/RS/72/23	Paving of 2 Bm Road in Acomhook Ward 19	28,965,911,46	-	16,856,771,42	12,129,194,04	6,193,79,10	13,981,57,14	Spice Consulting Services H/F Mbileni Eng	2021/08/27
BL-MW/MP/21/38/RS/72/23	Construction of Internal Streets in Ward 10 Byfordento	23,750,125,66	-	7,267,008,15	16,465,037,51	2,468,445,65	18,832,085,16	Halway Consulting Engin Mbileni Eng	2023/11/24
BL-MW/MP/22/23/AN/21/23/25	Water Relocation in Sengule Village Phase 2	17,145,395,50	-	8,185,338,38	8,185,338,38	1,044,000,57	Monila Consulting Engine Mbileni Eng	2021/08/27	
BL-MW/MP/22/23/AN/21/23/25	Water Relocation in Jameyan and Zombo Village Phase 1	22,927,395,66	-	10,533,701,01	16,584,922,65	1,736,82,16	Monila Consulting Engine Mbileni Eng	2021/08/27	
BL-MW/MP/22/23/AN/21/23/25	Water Relocation in Kurnula and Tyakeni Village Phase 2	23,732,947,87	-	7,650,085,65	16,081,984,22	2,412,289,09	Monila Consulting Engine Mbileni Eng	2021/08/27	
BL-MW/MP/22/23/AN/21/23/25	Paving of 2 Bm Road in Acomhook Ward 19	28,965,911,46	-	16,856,771,42	12,129,194,04	6,193,79,10	13,981,57,14	Spice Consulting Services H/F Mbileni Eng	2021/08/27
BL-MW/MP/22/23/AN/21/23/25	Construction of Internal Streets in Ward 10 Byfordento	21,774,026,39	-	17,145,395,50	16,465,037,51	1,044,000,57	Monila Consulting Engine Mbileni Eng	2021/08/27	
BL-MW/MP/22/23/AN/21/23/25	Water Relocation in Sengule Village Phase 2	19,561,285,43	-	5,428,556,14	4,286,827,79	643,324,18	4,932,324,18	Monila Consulting Engine Mbileni Eng	2021/08/27
BL-MW/MP/22/23/AN/21/23/25	Water Relocation in Jameyan and Zombo Village Phase 1	22,927,395,66	-	10,533,701,01	16,584,922,65	1,736,82,16	Monila Consulting Engine Mbileni Eng	2021/08/27	
BL-MW/MP/22/23/AN/21/23/25	Water Relocation in Kurnula and Tyakeni Village Phase 2	23,732,947,87	-	7,650,085,65	16,081,984,22	2,412,289,09	Monila Consulting Engine Mbileni Eng	2021/08/27	
BL-MW/MP/22/23/AN/21/23/25	Paving of 2 Bm Road in Acomhook Ward 19	28,965,911,46	-	16,856,771,42	12,129,194,04	6,193,79,10	13,981,57,14	Spice Consulting Services H/F Mbileni Eng	2021/08/27
BL-MW/MP/22/23/AN/21/23/25	Construction of Internal Streets in Ward 10 Byfordento	21,774,026,39	-	17,145,395,50	16,465,037,51	1,044,000,57	Monila Consulting Engine Mbileni Eng	2021/08/27	
BL-MW/MP/22/23/AN/21/23/25	Water Relocation in Sengule Village Phase 2	19,561,285,43	-	5,428,556,14	4,286,827,79	643,324,18	Monila Consulting Engine Mbileni Eng	2021/08/27	
BL-MW/MP/22/23/AN/21/23/25	Water Relocation in Jameyan and Zombo Village Phase 1	22,927,395,66	-	10,533,701,01	16,584,922,65	1,736,82,16	Monila Consulting Engine Mbileni Eng	2021/08/27	
BL-MW/MP/22/23/AN/21/23/25	Water Relocation in Kurnula and Tyakeni Village Phase 2	23,732,947,87	-	7,650,085,65	16,081,984,22	2,412,289,09	Monila Consulting Engine Mbileni Eng	2021/08/27	
BL-MW/MP/22/23/AN/21/23/25	Paving of 2 Bm Road in Acomhook Ward 19	28,965,911,46	-	16,856,771,42	12,129,194,04	6,193,79,10	13,981,57,14	Spice Consulting Services H/F Mbileni Eng	2021/08/27
BL-MW/MP/22/23/AN/21/23/25	Construction of Internal Streets in Ward 10 Byfordento	21,774,026,39	-	17,145,395,50	16,465,037,51	1,044,000,57	Monila Consulting Engine Mbileni Eng	2021/08/27	
BL-MW/MP/22/23/AN/21/23/25	Water Relocation in Sengule Village Phase 2	19,561,285,43	-	5,428,556,14	4,286,827,79	643,324,18	Monila Consulting Engine Mbileni Eng	2021/08/27	
BL-MW/MP/22/23/AN/21/23/25	Water Relocation in Jameyan and Zombo Village Phase 1	22,927,395,66	-	10,533,701,01	16,584,922,65	1,736,82,16	Monila Consulting Engine Mbileni Eng	2021/08/27	
BL-MW/MP/22/23/AN/21/23/25	Water Relocation in Kurnula and Tyakeni Village Phase 2	23,732,947,87	-	7,650,085,65	16,081,984,22	2,412,289,09	Monila Consulting Engine Mbileni Eng	2021/08/27	
BL-MW/MP/22/23/AN/21/23/25	Paving of 2 Bm Road in Acomhook Ward 19	28,965,911,46	-	16,856,771,42	12,129,194,04	6,193,79,10	13,981,57,14	Spice Consulting Services H/F Mbileni Eng	

MIGMP/2245/RSI/23/26	Construction of Internal streets in Ward 7 at Thababagolo Hasekeng VII	28 016 288.35 -	461 071.20	23 403 227.15	3 510 464.07	26 913 711.22	Nemorango Engineer	Natalia Nyipole Investment	2022/11/24
HIGMP/2250/RSI/23/26-1	Construction Of Access Road To Alfordshill Hosptial Primary Schoo	16 587 229.61 -	11 075 304.40	5 110 925.21	5 877 464.00	758 638.79	Kago Consulting	Prime Africa Trading Enterprise	2022/06/30
HIGMP/2250/RSI/23/26-1	Water Rehabilitation in Kildare Phase 1	54 621 1241.70 -	13 241 289.51	41 378 942.19	6 206 841.34	47 585 785.53	TM Africa Engineering Services	Eunango Business Enterprise	30/06/2022
HIGMP/2250/RSI/23/26-2	Water Rehabilitation in Kildare & Phase 2	27 329 386.82 -	6 373 167.26	20 565 229.56	3 143 434.43	24 099 685.98	TM Africa Engineering Services	FH Makona (Pty)	30/06/2022
HIGMP/2261/RSI/23/25	Construction of 2 Km Internal Streets in Eginton ward 33 Hunukwane	27 549 052.86 -	21 665 043.01	5 886 009.65	882 901.47	6 785 811.12	HSW Project Managers & Latelele Trading (Pty) Ltd	HSW Project Managers & Latelele Trading (Pty) Ltd	2022/11/24
HIGMP/2261/RSI/23/25	Internal Street in Amanzimtoti and Botani	25 423 965.83 -	21 679 669.85	3 744 295.78	561 644.34	4 305 940.12	KIPP Consulting Engineers	Global and Madeleni JV	24/11/2022
HIGMP/2265/RSI/23/25	Paving of Internal Streets in New Forest	30 586 096.21 -	7 285 941.07	23 390 158.14	3 495 023.71	26 785 181.85	CV Chebene and Associate	Yellow Train Traking 27	2022/01/07
HIGMP/2265/RSI/23/25	Construction of Internal Streets in Marulan Ward 9	25 041 515.15 -	9 155 164.42	15 965 350.73	2 262 802.60	17 348 155.33	Newuralu Consulting Engg	Rishikawa Trading and Projects	2022/11/24
HIGMP/2265/RSI/23/25-1	Development of thulamahashie Cemeteries	20 802 672.32 -	1 689 400.26	19 33 272.06	2 869 900.81	22 008 262.87	LBM Consulting	Methokosizi 121 Investment IV	2022/06/30
HIGMP/2265/RSI/23/25-2	Construction of Thulamahashie Regional Landfill Phase 3	66 690 782.31 -	29 424 219.83	38 170 470.48	43 920 941.04	43 920 941.04	Cv Chasame and Associate	Rishikawa Trading and Projects	2019/01/10
HIGMP/2265/RSI/23/25-2	Upgrading of road from Castle to Thembela Primary School	21 452 755.75 -	20 013 3947.78	1 438 307.96	215 746.21	1 654 056.17	imhlanaphi Consultants	STONEFOUND Engineering So	2019/04/15
R-RIPZ/20/1/23	REHABILITATION OF TARRED STREETS AT MALLUBANE HAF WARD 1	2 689 540.90 -	-	2 899 640.00	-	2 899 640.00	Mazi & Sons Construction N	Mazi & Sons Construction N	2024/08/26
R-RIPZ/20/1/23	Reconstruction of Tared Streets at Acomtoek Haf Greenhally Ward 11	1 989 487.50 -	-	1 989 487.50	-	1 989 487.50	Shumbar Trading (Pty) Ltd	Shumbar Trading (Pty) Ltd	2024/08/28
R-RIPZ/20/2/23	Reconstruction of Culvert Bridge at Mashigona Primary Ward 20	1 128 430.43 -	-	1 128 430.43	169 264.57	1 287 695.00	Habitat@Business Enterprise	Habitat@Business Enterprise	2024/08/26
R-RIPZ/20/2/23	Reconstruction of Culvert Bridge at Metlalagile Primary Ward 32	1 127 571.50 -	-	1 127 571.50	169 106.18	1 286 680.68	Ian Brothers Trading Enterprise	Ian Brothers Trading Enterprise	2024/08/28
R-RIPZ/20/7/23	Rehabilitation of Tared Streets at Shapale Ward 7	2 607 560.09 -	-	2 607 560.09	391 134.01	2 866 694.10	ANXYS Developments	ANXYS Developments	2024/08/26
R-RIPZ/20/11/23	Reconstruction of Cyphert Bridge at Relane C to D Ward 11	1 304 341.83 -	-	1 304 341.83	199 652.17	1 500 000.00	NIN Trading (Pty) Ltd	NIN Trading (Pty) Ltd	2024/08/28
Total		1 655 229 045.58 -	970 790 478.33	884 438 567.25	101 683 306.33	786 120 873.57			

ANNEXURE G

BLM: EXTERNAL RISK MANAGEMENT COMMITTEE
MUNICIPAL MANAGER

:13 /02/2025

RISK MANAGEMENT COMMITTEE REPORT: 2024/2025 STRATEGIC RISK ASSESSMENT ACTION PLAN FOR SECOND QUARTER

1. STRATEGIC THRUST

2024/ 2025 STRATEGIC RISK ASSESSMENT ACTION PLAN SECOND QUARTER

2. OBJECTIVES

- (a). To confirm the municipality's strategic objectives
- (b). To identify the significant strategic & operational risks threatening the achievement of the objectives
- (c). Analyze the risk (impact/ Potential loss & likelihood);
- (d). Analyze the perceived control effectiveness.

3. SUMMARY

The report articulates to the 2024 /2025 strategic risk register addressing the risks which were identified during strategic risk assessment.

4. PROBLEM STATEMENT

Every year the municipality is expected to produce strategic risk register through risk assessment processes. The strategic risk as identified on the register displays high inherent and residual risks. Getting reports from directorates still a challenge and it poses a negative impact in terms of producing quality reports for the RMC and AC. The risk mitigation factors to address the risk applied regularly. At this level, emerging risks were identified and need immediate attention.

5. LEGAL IMPLICATIONS

(a) In terms of MFMA Section 166 sub-section (2)a: Advise the Municipal Council, the political office bearers, the Accounting Officer and the management staff of the municipality on matters relating to- (i). Internal financial control and internal audits;

(ii). Risk Management

(b) Public Sector Risk Management Framework

6. FINANCIAL IMPLICATIONS

None, as it was internally driven

7. RECOMMENDATION(S)

It is recommended that:

That the external Risk Management Committee considers and notes the 2024/2025 strategic risk register for second quarter.

Author

J NGOBENI

MUNICIPAL MANAGER



TO : EXTERNAL RISK MANAGEMENT COMMITTEE CHAIRPERSON

FROM : MR S.P MOKGANYA
RISK MANAGER

Subject : SUBMISSION OF FOURTH QUARTER PROGRESS REPORT ON MITIGATION OF STRATEGIC HIGH RISKS
2024/25

The above subject refers.

Please receive attached herewith the progress report on the mitigation of strategic high risks of the municipality for the period ended 07th February 2025.

We have received progress reports with/without PoE from the risk mitigation action owners. In the event that, new strategic risks are identified during the 2024/2025, such risk will be documented as "emerging risk".

Risk Ref. No	Risks Identified	Inherent Rating	Residual Rating	Status Quo on Implementation of mitigating Strategies	Responsible Person	Assessment by Risk Management as at 07 February 2025	Status	Trend Analysis	PoE Submitted (Yes/No)	Requisitions
1	Load Shedding	25	6	Partially mitigated	Director Technical	1. Four generators were installed in 4 service delivery points. 2. Sourcing of alternative energy is at specification stage.	:-)	↗ (Improved)		
2	Low Revenue Collection	25	12	Partially treated.	Medium	CFO	1. RES will be reviewed in March 2025. It's ongoing process, credit control and	↗ (Unchanged)	:-)	Invitations for Indaba, Reminder notices, Debt

PROGRESS REPORT ON MITIGATION OF SIGNIFICANT RISKS

Risks Identified	Status Quo on implementation of mitigating Strategies	Responsible Person	Assessment by Risk Management as at 07 February 2025	Status	Trend Analysis	PoE Submitted (Yes/No)
Risk Ret. No	Risk Rating for 4 th Quarter					
3	Uncordinated Human settlement	25	12	Partially treated	Medium	Director: EDPE
					<ul style="list-style-type: none"> 1. Enforcement of the illegal occupation of land and site demarcation By-law - Ongoing 2. Identify Unutilized Municipal Owned Land for disposal. 3. Schedule a meeting to discuss benchmarking with Thulamela Municipality 4. Schedule an engagement 	No

Risks Identified	Status Quo on Implementation of mitigating Strategies	Responsible Person	Assessment by Risk Management as at 07 February 2025	Status	Trend Analysis	POE Submitted (Yes/No)
Risk Ref. No	Residual Rating	Risk Rating for 4 th Quarter				
4	Inability to meet service delivery demands	25	14	Not mitigated yet	High	<p>with EDM and other stakeholders on funding of township establishment.</p> <p>5. Site services will be prioritised in F/Y 25/26 by Technical Services</p> <p>6. Identify projects within Precinct Plans</p>
						<p>1. Community Service to address the shortage of by-law enforcers.</p> <p>2. Water master plan at draft stage and roads master plan is in place.</p> <p>Billing of new reticulated sites has not started.</p> <p>4. Vacant positions not filled.</p> <p>5. The meeting with COGTA and Department of Water and Sanitations are going well.</p>

PROGRESS REPORT ON MITIGATION OF SIGNIFICANT RISKS

Risk Ref. No	Inherent Rating	Residual Rating	Risk Rating for 4 th Quarter	Responsible Person	Assessment by Risk Management as at 07 February 2025	Status	Trend Analysis	PoE Submitted (Yes/No)
5	Inadequate human resource	25	14	Not mitigated yet	High	Director: Corporate	(Improved)	
					6. Development of integrated Transport Plan will commence in the third quarter 7. Piloting of water meter has completed for businesses. 8. Ringfencing of Water Services function is at 20%.		(Unchanged)	

Risk Ref. No	Risks Identified	Status Quo on Implementation of mitigating Strategies	Responsible Person	Assessment by Risk Management as at 07 February 2025	Status	Trend Analysis	POE Submitted (Yes/No)	
6	Inherent Rating	Residual Rating		Risk Rating for 4 th Quarter				
6	Inability to create a conducive environment for business.	12	Ongoing	Medium	Director: EDPE	<p>progress.</p> <p>8. Technical Director appointed.</p> <p>9. Request to fund new position has been submitted to finance waiting approval of budget adjustment</p>	 (Improved)	
7	Fraud and corruption	25	12	Partially treated	Medium	CFO, Risk Manager Director	<p>1. implementation of Consequence management is ongoing under DLTC, 2. 70% overtime reduced.</p>	 (Regressed)

PROGRESS REPORT ON MITIGATION OF SIGNIFICANT RISKS

Risk Ref. No	Inherent Rating	Residual Rating	Risk Rating for 4 th Quarter	Responsible Person	Status Quo on Implementation of Mitigation Strategies	Assessment by Risk Management as at 07 February 2025	Status	Trend Analysis	PoE Submitted (Yes/No)
8	1. Loss of critical municipal system data.	25	12	Corporate	3. Monitoring fleet system installed to all relevant managers to improve monitoring. 4. 12 employees appointed including Director Technical services. 5. Procurement of goods and services are reported to Council on a quarterly.	Partially treated	Partially treated	(Improved)	
					Director Corporate, CFO	1 Security guards have been stationed at both server rooms, and access is also controlled through biometric authentication. Surveillance cameras are installed in the server rooms. Server room will also be allocated on the new building 2.A sever was procured for the testing environment, 3.Penetration testing has	Not treated	(Regressed)	Memos and Reports

Risk Identified	Risk Ref. No	Inherent Rating	Residual Rating	Status Quo on Implementation of mitigating Strategies	Risk Rating for 4 th Quarter	Responsible Person	Assessment by Risk Management as at 07 February 2025	Status	Trend Analysis	PoE Submitted (Yes/No)

PROGRESS REPORT ON MITIGATION OF SIGNIFICANT RISKS

Risks Identified	Inherent Rating	Residual Rating	Status Quo on Implementation of mitigating Strategies	Risk Rating for 4th Quarter	Responsible Person	Assessment by Risk Management as at 07 February 2025	Status	Trend Analysis	PoE Submitted (Yes/No)
1. Inability to manage disasters and crime.	High	Medium	authentication is done, and research will be done on how to implement multifactor authentication on financial system. 9. benchmarking was done to check which cloud solution will work best for the municipality. 10. training was done on help desk system before implementation. 11. Awareness on information security is conducted quarterly.	Medium	Director Community	1. Construction of Marite Police station under planmay. Satellite police station is operational. Visible police, patrolling R40 in Marite in ongoing. 3. Operational Plan for visible	Partially treated	Improved	Yes
2. Cybersecurity risks	Medium	Medium	authentication is done, and research will be done on how to implement multifactor authentication on financial system. 9. benchmarking was done to check which cloud solution will work best for the municipality. 10. training was done on help desk system before implementation. 11. Awareness on information security is conducted quarterly.	Medium	IT Manager	1. Construction of Marite Police station under planmay. Satellite police station is operational. Visible police, patrolling R40 in Marite in ongoing. 3. Operational Plan for visible	Partially treated	Improved	Yes

Risks Identified	Status Quo on Implementation of mitigating Strategies	Inherent Rating	Residual Rating	Risk Rating for 4 th Quarter	Responsible Person	Assessment by Risk Management as at 07 February 2025	Status	Trend Analysis	PoE Submitted (Yes/No)
10 Noncompliance to MFMA	20	12	Partially treated	Medium	CFO, Director Corporate	1. MPAC committee is sitting quarterly and recommendation for consequence management are directed to relevant directorate.	2. File plan approved and under implementation.	3. The posts for accountants has been advertised to mitigate the challenges within SCM	Adverts, Invitation and Attendance registers

PROGRESS REPORT ON MITIGATION OF SIGNIFICANT RISKS

Risks Identified	Status Quo on implementation of mitigating Strategies	Responsible Person	Assessment by Risk Management as at 07 February 2025	Status	Trend Analysis	PoE Submitted (Yes/No)
						(Unchanged)
1. Inherent Rating	25	12	Ongoing	Medium	CFO	Submitted AFS and Audit Action Plan
Negative Audit Outcome.						
EMERGING RISK			EMERGING RISK		EMERGING RISK	EMERGING RISK
1. Lack of Business Continuity Plan	25	20	Draft BCP	High	Corporate Services Director	Draft BCP
2. Negative financial position						Presentation made by Finance during strategic

SECOND QUARTER STRATEGIC RISK REPORT 2024/25

Risk ID	Risk Description	Risk Rating	Risk Type	Risk Owner	Mitigation Strategy	Impact Score	Probability	Mitigation Progress	Risk Register Status	
									Open	Closed
1	Inability to meet service delivery demands	5/13	Business Continuity	Dr. Technical Services	1. Employment of By-serve Engineers 2. Develop Master plan 3. Monitoring of Regional Human settlement 4. High water levels due to Biblical anomalies and heavy rains 5. Blow hole site uncertainties. 6. Non payment for services	Quantify	The risk is from the shortage of by-serve engineers. Water master plan is in place and tools master plan is in place. Billing of non reinforced sites has started.	Mitigation is progressing well.	100%	100%
2	Lack of organizational resilience	5/11	Business Continuity	Dr. Corporate Services	1. Develop and implement Business Continuity Plan 2. Outsource the development of organizational Business Continuity Plan(OCBP) 3. Avail Budget 4. Benchmarking for the development of OCBP	Quantify	The risk is from the lack of organizational resilience. The draft business continuity plan developed and yet approved due to budget constraints. Budget will be made available during budget realignment. Once budget is made available during budget realignment. Bench marking has been planned for second quarter	Mitigation is progressing well.	100%	100%
3	Inability to create a conducive environment for business	5/12	Business Continuity	Dr. Corporate Services	1. Inadequate implementation of LED Strategy 2. Inadequate skills to drive LED projects 3. Inadequate funding of the LED Forum 4. Inadequate support to STABE 5. Inadequate infrastructure developments 6. Marketing of Business Forum	Quantify	1. Finalizing the implementation of the LED organizational structure 2. Capacity building of the LED forum 3. Review the LED strategy through Developed Advisory Committee(DAC) 4. Implementation of the Business Forum	Mitigation is progressing well.	100%	100%

7	Low	Revenue Collection	5/19	From the time of implementation of the new collection policy, credit management will be provided.	None	None	N/A
				1. Implement credit management system 2. Implement cash collection system 3. Implement revised credit policies 4. Implement revised service delivery system 5. Local account become 6. Direct debit collected to service the collection team 7. Technology and tool development 8. Increased sales advertising of services 9. Increased sales advertising of products 10. Availability to provide funding for early started projects 11. Increased budget 12. Care on collection 13. Background check carried out 14. Link of customers to fund with old master records	Quarterly	1. FED will be reviewed in March 2020. A reporting procedure, credit control and debt management policy to be implemented, budgeted to wider sector. Awareness campaign will be carried out with the public. 5. 50 % discount will continue until 30 June 2020. Master credit file will be replaced by new one. 3. The municipality have an intelligent system in place. 7. Performance of the system will be evaluated and improved. 4. Assessments for Contractors will be conducted in third quarter. 5. 50% discounted extended and implemented.	The risk is well managed from the previous financial year. It is now being assessed through the customer portal.
8	Low	Lead Bidding	5/16	1. Increase the deployment of generators to service delivery points 2. Explore alternative energy sources 3. Total Solar 4. Grid Tie 5. Wind Turbines	Bi-Technical Services Interventions	1. 4 generators were installed in 4 service delivery points. 2. Boarding of alternative energy in specification stage	Reputations The risk is from the previous financial year. It is now a medium risk.
9	High	Non compliance to NEEMA	5/11	1. Lack of consequence management 2. Unclear specifications 3. Poor implementation of procurement plan 4. Unethical and shortsighted behaviour to documented procedures (DCP) 5. Poor document control management 7. Not adhering to timelines 8. Poor Asset Management 9. Poor Supply Chain Management 10. Poor enforcement of cost control 11. Fraudulent and Waste Expediture 12. Unauthorized Expediture 13. Irregular Expediture	CFO Corporate Services	1. MPAC committee is setting up to receive recommendations for consequence management are advertised to relevant directors. 2. File plan approved and under implementation. 3. The ports for accountants has been advertised to mitigate the challenges within NEAMA.	Advert The risk is receiving attention, however, it remains a high risk.

10	Inadequate HR processes	1. Mid-month of skills audit 2. Inadequate monitoring and suspension of staff and responsibilities (Job Evaluation) 3. Update roles and responsibilities 4. Delays in recruitment and placement of staff 5. Absenteeism 6. Inadequate Training 7. Poor implementation of consequences management 8. Non-compliance working environment 9. Lack of filling of critical positions 10. Lack of filling of critical positions 11. Unjustified budget to fund the organisational structure	U.S. mid-month of skills audit	De Corporate Services	Chair	1. Placement Policy approved and other improvements. 2. Job descriptions and responsibilities of staff and responsibilities of staff. 3. Outcome roles and responsibilities (Job Evaluation) 4. Delays in recruitment and placement of staff 5. Inadequate Training 6. Poor implementation of consequences management 7. Lack of filling of critical positions 8. Non-compliance working environment 9. Lack of filling of critical positions 10. Lack of filling of critical positions 11. Unjustified budget to fund the organisational structure	CFO	Chair	1. Placement Policy approved and implemented of skills audit on progress. 2. Checking regular improved mid staff monitoring has been improved. 3. Job descriptions developed and under the signifying process. 4. Three employees placed in line with the placement policy. 5. 1 Head coach conducted and outcome implemented. 6. All planned developed and evaluated for 265 jobs required 265 jobs implementation. 7. 7/24/18 has finalized the evaluation report to personnel, implementation progress. 8. Technical Director appointed. 9. Request to find new position has been submitted to finance reading approval of budget deployment.	None	None	The risk is from the previous year, and it is receiving attention.	N/A	N/A	N/A
11	Negative Audit outcome	1. Material misstatements on the AFs and disclosure 2. Material misstatements on the AFG 3. Significant and material deficiencies 4. Non-compliance with MPASIA and GAGP standards	SGR10	1.	1.	1. Implementation of the Clean Audit Strategy 2. Implementation of UFRM Strategy 3. Planning Audit Engagement. 4. Correspondence requirement of non-compliance. 5. Progress Monitoring of AAs and Internal Audit Action Plan	CFO	Chair	1. Implementations to review by end February AFs and APFs. 2. No increase in sample size and APFs. 3. AFs at early plan of the environment and fill the environment. 4. Audit Action Plan	None	None	Misaligned strategies are reducing the risk.	N/A	N/A	N/A
12	Inability to manage centre and districts	1. High unemployment rate 2. Crime, drugs 3. Poverty 4. Illegal connection of electricity 5. Cable theft 6. High rate of criminal activities 7. Trivial life	SGR12	1.	1.	1. Leadership & contribution of Marine Police stations 2. Provide more resources to strengthen, traffic services and crime management services. 3. Increase visibility of public enforcement. 4. Upgrade of Acarines Police stations. 5. Partnership with local government. 6. Partnership with NGOs 7. Partnership with Marine Police stations. 8. Partnership with Marine Police stations and Traditional Authority (ATA), Marine Resources Officer Daily Visit at Haligan Hill	The Community Services	Chair	1. Contribution of Marine Police stations 2. Resources under the leadership emerged the appointment of assistant chief staff. 3. Openness plan for increasing traffic needs with SAPS, Business and Security components, S&B Partnership with Durbanville Drive Watch and Shweshwe Cheshire, SAPS, Marine Police and CRPF is ongoing. 4. Community Safety Forum facilitated as part of vehicle identification, under implementation. 5. Partnership with SAPS, Business and Security components, S&B Partnership with Durbanville Drive Watch and Shweshwe Cheshire, SAPS, Marine Police and CRPF is ongoing. 6. Partnership with SAPS, Business and Security components, S&B Partnership with Durbanville Drive Watch and Shweshwe Cheshire, SAPS, Marine Police and CRPF is ongoing.	None	None	Attendance of Marine police stations between R1 and R2, increasing attention	N/A	N/A	N/A

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6

(b) Treasury Regulations and Public Sector Risk Management Framework

(iii). Risk Management

- (a) In terms of MFMA Section 166 sub-section (2)a: Advise the Municipal Council, the political office bearers, the Accounting Officer and the management staff of the municipality on matters relating to- (i). internal financial control and internal audits;

LEGAL IMPLICATIONS

The risk management culture in the municipality is not fully embedded and this influences the risk maturity level of the municipality both strategically and operationally.

PROBLEM STATEMENT

The report focuses on the overall implementation of the risk management plan for the second quarter. The Risk Management Unit has managed to achieve its planned outputs and activities for this reporting quarter, though getting reports from directors still a challenge and it poses a negative impact in terms of producing quality reports for the RMIC and AC. The analysis of the residual risks will be reported fully in the third quarter reporting. Emerging risks were identified and documented on the emerging risk register.

SUMMARY

- (a) To keep the Risk Management Committee abreast on the overall implementation of the risk management plan by the Risk Management Unit for the 2024/2025 second and third quarter.

(b) To develop a risk map which will identify and rank all significant risks facing the municipality and facilitate the achievement of the risk management implementation plan.

OBJECTIVES

2024/2025 OPERATIONAL RISK REGISTERS

STRATEGIC THRUST

MANAGEMENT COMMITTEE REPORT: 2024/2025 SECOND QUARTER RISK

SECOND QUARTER RISK REPORT FINANCE 2024/25

Risk ID	Risk Description	Risk Type	Risk Impact	Risk Probability	Mitigation Strategy	Owner	Last Update	Risk Register Status		Risk Register Status		Risk Register Status		Risk Register Status	
								Open	Closed	Open	Closed	Open	Closed	Open	Closed
1	Financial Risk 2	Market risk	Medium	Medium	1. Monitor risk from financial markets and implement risk management policies. 2. Validate all financial risk and ensure risk is managed.	Manager Assets	1. 30 June 2024 2. October 2023	Uncertainties in interest rates and economic conditions have increased and have not been addressed.	None	None	None	None	The risk has been reduced to medium risk.	None	None
2	Lack of revenue	Strategic risk	Medium	Medium	1. Delay in repairing or replacing the aging infrastructure. 2. New payment for services received by customers. 3. Delays in implementing the Credit Control Policy Policy	Manager Assets	1. Ongoing 2. Ongoing	The process of recovering outstanding debts is currently underway. Recovery of the two largest debts has been completed. However, more debts remain outstanding.	None	None	None	None	The risk has been reduced to medium risk.	None	None
3	New payment 5	Operational risk	Medium	Medium	1. Incorrect or incomplete customer records. 2. No replacement of failed or damaged meter systems.	Manager Revenue	1. Ongoing 2. Ongoing 3. Ongoing	The municipality has established a 10% discount for customers to settle their accounts.	50%	Discussed by Council to extend by 30 days 2025 and its implemented.	None	None	The risk has been reduced from high to medium.	None	None
4	New Non-compliance to Marcos I National Treasury regulations	Regulatory risk	Medium	Medium	1. million notifications not completed with respect to requesting of the ERP, the system and the thought in the system. 2. Let off of certain services and undue control on projects. 3. Multiple introduction of circulars	RightMark Manager	1. Ongoing 2. Ongoing 3. Ongoing	The municipality has developed a plan to address the issues. A task force has been established to monitor the progress.	None	Engagements are still in progress with OCG to develop the module.	None	None	The risk remains high, medium risk has been reduced to low risk.	None	None

5	* Unplanned	0	<p>1. Unplanned procurement</p> <p>2. Inadequate or incomplete submission of procurement plans</p> <p>3. Delays in procurement</p>	<p>1. Delays in submission of requests by end users</p> <p>2. Non-compliance of quantity procurement places by end users.</p>	Supply Chain Management	1. June 2024	Engagements have been completed. However, there is an intended to be undertaken of the implementation plan. The procurement plan has been aligned with the final Budget Final Project Plan and will be submitted to the Board in its entirety on 1st March 2024.	The risk outcomes were communicated to the relevant stakeholders and the procurement plan has been aligned with the final Budget Final Project Plan and will be submitted to the Board in its entirety on 1st March 2024.	
6	* High	9	<p>1. Late or non-submission of invoices</p> <p>2. Incorrect information submitted by the end users</p> <p>3. Non replacement of terminated employees</p>	<p>1. Late or non-submission of invoices</p> <p>2. Incorrect information submitted by the end users</p> <p>3. Non replacement of terminated employees</p>	Expenditure Manager	1. Monthly 2. Above 2024 3. Monthly	<p>1. 1,603.96 paid within 30 days, 29.4% paid after 30 days and 70.5% invoices still outstanding.</p> <p>2. Received invoices have been submitted to HR in the 2nd quarter of 2023/2024.</p> <p>3. Invoices are stamped and dated when received.</p>	<p>1. Due to current cashflow challenges there has been a slight delay in payment within 30 days.</p> <p>2. Late payment of critical invoices that needs to be filed quarterly has been submitted to HR in the 2nd quarter of 2023/2024.</p> <p>3. Invoices are stamped and dated when received.</p>	<p>1. Payment to creditors.</p> <p>2. Late payment of critical invoices that needs to be filed quarterly has been submitted to HR in the 2nd quarter of 2023/2024.</p> <p>3. Creditors are informed and aware of the process.</p>
7	High	10	<p>1. Problems and Waste in Expenditure</p> <p>2. Irregular Expenditure</p> <p>3. Unauthorized Expenditure</p>	<p>1. Problems and Waste in Expenditure</p> <p>2. Irregular Expenditure</p> <p>3. Unauthorized Expenditure</p>	Management Expenses, Budget & R&D	Ongoing	<p>1. Monthly budget</p> <p>2. End users are encouraged to submit their budgets to the system.</p>	<p>1. PWG continues to increase due to 80% from licensing of vehicle withheld since 2022 until December 2023.</p> <p>2. Currently there is no irregular expenditure recorded, which means we are complying with processes.</p>	<p>1. PWG continues to increase due to 80% from licensing of vehicle withheld since 2022 until December 2023.</p> <p>2. Currently there is no irregular expenditure recorded, which means we are complying with processes.</p>
8	1	1	<p>1. Delays in submitting financial reports on time</p> <p>2. Accelerated depreciation cycle</p>	<p>1. Delays in submitting financial reports on time</p> <p>2. Accelerated depreciation cycle</p>	Maintenance Assets	1. November 2023 2. 31 JANUARY 2024 3. OCTOBER 2023 4. MARCH 2024	<p>1. Delays in the preparation of financial reports on time.</p> <p>2. Asset values are being written off earlier than required.</p> <p>3. Assets depreciate at a faster rate than required.</p> <p>4. Maintenance activities are not being carried out in a timely manner.</p> <p>5. Components of assets are not being replaced in a timely manner.</p>	<p>1. Delays in preparing financial reports on time.</p> <p>2. Asset values are being written off earlier than required.</p> <p>3. Assets depreciate at a faster rate than required.</p> <p>4. Maintenance activities are not being carried out in a timely manner.</p> <p>5. Components of assets are not being replaced in a timely manner.</p>	<p>1. Home for this quarter</p> <p>2. Home for this quarter</p> <p>3. Home for this quarter</p> <p>4. Home for this quarter</p>

Failure to procure	4	4. Poor Relationship with audited organization 2. Delay in approving orders	Manager SCM	1. December 2023	1. There was no need for assignment at this stage since there were no new projects.	Currently no procurement plans are submitted to audited organization.	The procurement plan was shared with both Performance Management and Strategic Business Units, however, Manager did not provide us with commitments.	Quarterly reports	The date of the last review was included in the monthly reports.	SCM Manager has been assigned to the order centers.	SCM Manager has been assigned to the order centers.	N/A	None
9	10	1. Audited organization has not received its financial statements on time. 2. All documents to prove procurement have been signed by audited organization.	Manager A/S	1. Monthly review of the GL, and timely submission of financial statements. 2. Communication with audited organization to receive information on time.	1. Monthly review of the GL, and timely submission of financial statements. 2. Communication with audited organization to receive information on time.	Monthly	1. General Ledger is reviewed for discrepancies on a monthly basis. 2. Reconciliations are reviewed on a monthly basis. 3. Report on timely submission of information is compiled on a monthly basis. 4. Treasury has developed a system for audit action plan to be monitored.	Monthly	None	None	None	N/A	None
10	11	1. Month end financial statements not done on time. 2. Reconciliations not done on time. 3. Culture of not submitting information on time. 4. Ineffective monitoring of Audit Action Plan issues.	Manager A/S	1. Monthly review of the GL, and timely submission of financial statements. 2. Communication with audited organization to receive information on time.	1. Monthly review of the GL, and timely submission of financial statements. 2. Communication with audited organization to receive information on time.	Monthly	1. General Ledger is reviewed for discrepancies on a monthly basis. 2. Reconciliations are reviewed on a monthly basis. 3. Report on timely submission of information is compiled on a monthly basis. 4. Treasury has developed a system for audit action plan to be monitored.	Monthly	None	None	None	N/A	None

Risk ID	Risk Description	Risk Category	Risk Type	Severity	Impact	Mitigation Strategy	Owner	Last Update Date	Risk Register Status		Risk Rating	Risk Score	
									Open	Closed			
1	Material support to implementation of LED Strategy	Strategic Risk	Operational Risk	Medium	Medium	1. Allocation of sufficient budget on LED projects 2. Inhibit the LED Forum 3. Ensure the setting of the LED Forum 4. Request for appointment of vacant funded position	LED Manager	1. 30 June 2024 2. 30 June 2024 3. 30 June 2024 4. 30 June 2024	1. Budget for LED projects still not sufficient. 2. Inhibit for the other members in the LED Forum is still outstanding due to lack of resources and commitment. 3. The LED Forum has monthly and quarterly meetings. 4. A standing programme of meeting was approved by Council. Meetings were deferred to next financial year, submission to Corporate Services was done, awaiting response	The risk is improving from a medium impact level to a low impact level.	None for this quarter	Low	10
2	1. Non-compliance to Planning Legislation 2. Land Invasion	Strategic Risk	Operational Risk	Medium	Medium	1. Lack of awareness on planning legislation by communities 2. Slow process of state land release project 3. Lack of awareness and invasions resulting to land invasion	Chief Town Planner	1. 15 December 2023 2. 30 May 2024	1. Terms of reference for state land release drafted. 2. Two G2 workshop scheduled for October 2024.	The risk is now medium and taking measures on the highest.	None for this quarter	Medium	15
3	1. Incomplete infrastructure in distant locations 2. No integration of spatial information with immovable assets	Strategic Risk	Operational Risk	Medium	Medium	1. Inadequate submission of As-build drawings 2. Under utilization of spatial information.	GIS	1. 30 October 2023 2. 30 June 2024 3. 30 June 2024	1. Final GIS strategy submitted to the PGC for comments. 2. Finalizing of Infrastructure - Inspection and Data collection completed.	The risk is still waiting for PGC's comment.	None for this quarter	Medium	10

4	1. Non-compliance to environmental legislation, 2. Climate change vulnerability	1. Unauthorized WWIW 2. Building on wet lands 3. Illegal operation of timber sawmill 4. Inadequate support by Traditional Authority 5. Erratic weather conditions 6. Shortages of staff	Environmental Manager	1. Ongoing 2. Ongoing 3. 31 March 2024 4. Ongoing	1. Audit conducted in 1.4kts of WWIW, 1X WWIW and 1X WIP. There is no ongoing 0.8kts WIP. There is no ongoing 0.8kts WWIW 2. GDS awaiting for the appointment of the Air Quality Officer. 3. Request for the appointment of the Air Quality Officer 4. Conduct an Environmental Awareness campaign in communities and schools.	Reports The risk is now low and attends site register with consultation officers from DAIEA, 2. The Air Quality Officer not yet appointed. 3. IX Climate Change Workshop conducted for all communities. 4. IX Environmental Awareness Campaign conducted in communities and schools. [listed].	1. WWIW is now low and attends site register with consultation officers from DAIEA, 2. The Air Quality Officer not yet appointed. 3. IX Climate Change Workshop conducted for all communities. 4. IX Environmental Awareness Campaign conducted in communities and schools. [listed].	Continued to monitor WWIW until new authoris ed
5	4	1. Inadequacy in collecting refuse due to breakdowns, 2. Inufficient human resources, 3. Non-adherence to landfill sites licences, 4. Incomplete regional landfill site, 5. Backlog in waste collection services.	Manager Waste	1. 30 June 2024 2. 30 June 2024 3. 15 December 2023 4. Ongoing Monitoring	1. Procure 1 compactor truck 2. Procure skip bins 3. Repair bins 4. Request to fill critical vacant positions 4. Monitor the completion of regional landfill site	1. A new request has been submitted to SCA to procure a compactor truck and skip bins have been submitted to SCM. 2. The monitoring is still going at the inertfill site. 2,3000 kts were received and 3110 kts have been distributed in Q4. 3. A request to fill vacant plots was made and the Waste Officer treasury will be advised on the next batch of advert. 4. The construction activities at the landfill site have resumed and the monitoring is ongoing.	Delivery Note has reduced staff however 1. Delivery remains in unoccupied building 2. Walks to the regional Account Handler office.	1. Burning down areas on site of sites. 2. Walks to the regional Account Handler office. 3. An agreement of the Regional Landfill Site.
6	5	1. Lack of trading licence 2. Trading with an expired Trading license	Non-compliance to business regulation	1. Continuous awareness programmes and regular inspections 2. Continuous implementation of the by-law	1. Eight workshops conducted for this quarter and inspections done daily. 2. Two multi-cladify operations were conducted for this quarter. 3. Trading licences renewed.	Registration of traders shops are directed by the president	The risk is low and it is being monitored	

3	Poor project implementation	1. Insufficient supervision on project implementation by end users 2. Lack of engagement of contractors 3. Poor accountability of procurement and late appointments 4. Shortened project durations 5. Non-compliance to procurement processes 6. Unplanned change of project duration and/or location 7. Construction Matrix	1. Develop a schedule for site investigations and unannounced site visit. 2. Engage end users from project initiation to completion. 3. Monitor the implementation of procurement plan by end users 4. Develop a grading document on change of project description and location 5. Engage the Construction Matrix 6. Engage BAPG where possible	FMU Manager 1. February 2024 2. Ongoing 3. Ongoing 4. February 2024 5. Ongoing 6. Ongoing 7. February 2024	1. Site meetings and unannounced visits are being conducted. 2. End user engagement is ongoing. 3. Procurement plan is being implemented. 4. Develop a grading document on change of project description and location 5. Engage the Construction Matrix 6. Engage BAPG where possible	1. Site meetings and unannounced visits are being conducted. 2. End user engagement is ongoing. 3. Procurement plan is being implemented. 4. UCP (for project implementation) is being implemented. 5. The procurement plan has been developed. 6. The influence of construction Matrix has increased (through the LED System)	1. Site meetings and unannounced visits are being conducted. 2. End user engagement is ongoing. 3. Procurement plan is being implemented. 4. UCP (for project implementation) is being implemented. 5. The procurement plan has been developed. 6. The influence of construction Matrix has increased (through the LED System)	1. Site meetings and unannounced visits are being conducted. 2. End user engagement is ongoing. 3. Procurement plan is being implemented. 4. UCP (for project implementation) is being implemented. 5. The procurement plan has been developed. 6. The influence of construction Matrix has increased (through the LED System)	None for this quarter None for this quarter	None	None
4	Non-compliance to National Building Regulations, Standards & Norms, NHFBC and CHG Act	1. Non-adherence to Occupational Health and Safety recommendations 2. Inadequate budget and staff for maintenance of municipal buildings 3. Vandals and theft 4. Unauthorized fencing 5. Building plans not approved (By EPR, Town Planning and Building)	1. Retain 20 municipal buildings 2. Construction of 10 grand rooms 3. Fencing of 2 infrastructure 4. Construction of 5 operators houses 5. Implementation of OAM Plan 6. Consider the National Infrastructure Maintenance Strategy 7. Ensure bidding process passes through all external processes	Manager Building Infrastructure 1. June 2024 2. June 2024 3. June 2024 4. June 2024 5. June 2024 6. June 2024 7. June 2024	1. Fencing of Municipal Stores, Zookeeping package plant phase 2, Lyra Engineering accommodation, Maths Passage Plant is under implementation. Tas are on alert, for fencing Development and Infrastructure Office.	1. Preparation of 20 building bids through all external processes 2. Grand rooms constructed. 3. Municipal infrastructure were fenced required, 1 external door installed and repaired and 4. Operators houses were built 5. Implementation of OAM has improved 6. Consideration of National Infrastructure Maintenance Strategy 7. The process of approving bidding process has improved (through all external processes)	Completion certificates	The risk is mitigated and reduced. The risk is mitigated and reduced.	None for this quarter	None	None
5	Inadequate building infrastructure	1. Inadequate lighting 2. Interrupted power supply	1. Installation of 1 public light per ward 2. Conduct load assessment for off grid plants and buildings 3. Quantify the alternative energy cost for all plants and buildings 4. Request for filling of vacant positions 5. Unbudgeted procurement of backup generators@Solar	Manager Central Electrical and Mechanical 1. June 2024 2. June 2024 3. June 2024 4. June 2024 5. June 2024 7. June 2024	1. Solar high intensity is limited at Matlali substation as pilot project appointed contractors on site 2. Required to fill vacant posts submitted to HR. 3. Fourth track up encounter station and generator loyalty now. 4. Request to fill vacant posts submitted to HR. 5. Draft BCP is developed. 6. Fear generated	1. Routine maintenance is ongoing. 2. Required to fill vacant posts submitted to HR.	Reports	The risk is mitigated and reduced.	None	None	None
6	Interruption of power supply	1. Inadequate security lights in places and communities 2. Inadequate maintenance of public lights	1. Installation of 1 public light per ward 2. Conduct load assessment for off grid plants and buildings 3. Quantify the alternative energy cost for all plants and buildings 4. Request for filling of vacant positions 5. Implementation of the maintenance plan 6. Request for additional budget for backup generators	Manager Central Electrical and Mechanical 1. June 2024 2. June 2024 3. June 2024 4. June 2024 5. June 2024 7. June 2024	1. Solar high intensity is limited at Matlali substation as pilot project appointed contractors on site 2. Required to fill vacant posts submitted to HR. 3. Fourth track up encounter station and generator loyalty now. 4. Request to fill vacant posts submitted to HR. 5. Draft BCP is developed. 6. Fear generated	1. Routine maintenance is ongoing. 2. Required to fill vacant posts submitted to HR.	Reports	The risk is mitigated and reduced.	None	None	None

Risk ID	Risk Description	Risk Impact	Risk Probability	Risk Response		Risk Status	Owner	Owner for this quarter	Owner for next quarter	
				Initial Response	Review for this quarter					
6	Insufficient water supply	1. Insufficient water supply 2. Pipe bursts 3. Theft and vandalism 4. Unauthorized water connection 5. Lead reduction 6. Shortage of staff 7. Shortage of steel 8. Poor maintenance of fleet 9. Poor implementation and enforcement of water services by law 10. Unsafe working conditions in certain plants	Medium	1. Monthly report on customer non-compliance • John 2. Implement HSE Standard (new or existing) repair within 24 hours 3. Prepared by town engineers liaison 4. Request HSE to fill vacancies as per agreed programme 5. Shorten time to gather information for reports 6. Prepared Corporate Backlog to focus on Fleet Service Business Unit 7. Review Corporate Strategy Document 8. Review and Finalise Water and Sanitation Policy 9. Review of Water Treatment Plants	1. June 2024 2. June 2024 3. June 2024 4. June 2024 5. June 2024 6. June 2024 7. Request HSE to fill vacancies as per agreed programme 8. Shorten time to gather information for reports 9. Prepared Corporate Backlog to focus on Fleet Service Business Unit 10. Review Corporate Strategy Document 11. Review and Finalise Water and Sanitation Policy 12. Review of Water Treatment Plants	1. Routine 2. By law enforcement is ongoing 3. Various posts advertised. 4. WCDM programmes are being implemented.	1. Routine 2. By law enforcement is ongoing 3. Various posts advertised. 4. Draft water services policy developed. 5. Motors at RC23 Towns towns replaced. 6. WCDM programmes are being implemented.	N/A	N/A	N/A
7	Inadequate water provision of water supply	1. Unauthorized water connections 2. Delays due to inadequate flow meters 3. Ageing infrastructure 4. Lack of awareness on water use 5. Inadequate metering and billing	Medium	1. Installation of bulk flow meters, calibration and monitoring of water flow.	1. June 2024 2. June 2024 3. June 2024 4. June 2024 5. June 2024	1. O&M plans are being implemented and revised to reflect unauthorised water connections 2. Calibration of all water flow meters 3. On the job training conducted 4. On the job training conducted	1. O&M plans are being implemented and revised to reflect unauthorised water connections 2. Calibration of all water flow meters 3. On the job training conducted 4. On the job training conducted	1. Completion certificates issued 2. calibration and removal of unauthorized water connections 3. Water loss report 4. report 5. report	1. Water quality monitoring is being conducted in towns affected by illegal connections 2. O&M plans are being implemented 3. A service provider has been appointed to take corrective actions	
8	Unstable Drinking Water	1. Non-compliance to drinking Water quality standard (SANS 241). 2. Aging infrastructure. 3. Inadequate maintenance 4. Inadequate operations of water treatment facilities	Medium	1. Ensure continuous testing of water condition 2. Conduct annual assessment for water infrastructure 3. Implementation of maintenance plan 4. Conduct on job assessments for process controllers twice per year	1. June 2024 2. June 2024 3. June 2024 4. June 2024	1. Water quality monitoring is being conducted in towns affected by illegal connections 2. On the job assessments being implemented	1. Water quality monitoring is being conducted in towns affected by illegal connections 2. O&M plans are being implemented 3. On job assessments of processes controllers is being implemented	1. Water quality monitoring is being conducted in towns affected by illegal connections 2. O&M plans are being implemented 3. On job assessments of processes controllers is being implemented	1. Water quality monitoring is being conducted in towns affected by illegal connections 2. O&M plans are being implemented 3. On job assessments of processes controllers is being implemented	

Risk ID	Risk Type	Risk Description	Risk Rating	Risk Owner	Risk Impact	Risk Probability	Mitigation Strategy	Risk Status	Risk Register		Risk Register Last Update	
									Open	Closed		
1	Road accidents	1. Insufficient Traffic Officers 2. Insufficient patrol vehicles 3. Overall worthy vehicles 4. Insufficient road safety measures causing congestion 5. Insufficient budget to procure road block equipment 6. High volume of vehicles (traffic congestion) 7. Short vehicles 8. Alcohol abuse by pedestrians	III	II	1. Budget and procure road block equipment. 2. Increase the size of a Breakthrough Conditions. 3. Books were purchased by PMSC in accordance with Law. 4. An additional road safety measure was introduced. 5. A road block equipment was procured. 6. Traffic use allowances were provided. 7. Ongoing processes. 8. Quarterly.	1.30 (Executive Officer)	1. Insufficient traffic officers based at TATCO were moved to HII. 2. Procurement of low cost vehicles is in progress. 3. Books were purchased by Breakthrough Conditions. 4. An additional road safety measure was introduced. 5. A road block equipment was procured. 6. Traffic use allowances were provided. 7. Ongoing processes. 8. Quarterly.	Initial plan is in progress. TATCO were moved to HII. Procurement of low cost vehicles is in progress. Books were purchased by Breakthrough Conditions. An additional road safety measure was introduced. A road block equipment was procured. Traffic use allowances were provided. Ongoing processes. Quarterly.	Open	Open	20-Oct-23	
2	Poor services	1. Shortage of staff 2. Inadequate security systems 3. Poor infrastructure maintenance 4. Holding public meetings 5. Insufficient budget	II	I	1. Continued services 2. Shortage of staff 3. Poor infrastructure maintenance 4. Holding public meetings 5. Insufficient budget	1. March 2024	1. The new library for meeting area has been completed. 2. Library books procured. 3. Books purchased. 4. The deployment of staff has been increased. 5. Insufficient budget.	1. Maintenance has been completed. 2. Library books procured. 3. Books purchased. 4. The deployment of staff has been increased. 5. Insufficient budget.	Open	Open	11-Mar-24	
3	Inadequate supplies	1. Insufficient personnel: Fire 2. High fees on establishing	IV	I	1. Engage Corporate Fire Services 2. Engage Technical Fire Services 3. Establish Thabazimbi Fire Station 4. Develop fire structure policy 5. Procurement of fire engines 6. Procurement of vehicles under the Tenders and Contracts 7. Procurement of vehicles under the Fire Fighting Fund 8. Validation of the Fire Hydrants	1.30 (Fire Officer)	1. Insufficient personnel, including fire fighters and fire vehicles. 2. Insufficient inspection on buildings for fire certificates. 3. Shortage of fire stations (Thabazimbi).	1. Engaged fire fighters and fire vehicles. 2. Insufficient inspection on buildings for fire certificates. 3. Shortage of fire stations (Thabazimbi). 4. Developed fire structure policy. 5. Procurement of fire engines. 6. Procurement of vehicles under the Fire Fighting Fund. 7. Validation of the Fire Hydrants.	Initial plan is in progress. Engaged fire fighters and fire vehicles. Insufficient inspection on buildings for fire certificates. Shortage of fire stations (Thabazimbi). Developed fire structure policy. Procurement of fire engines. Procurement of vehicles under the Fire Fighting Fund. Validation of the Fire Hydrants.	Open	Open	31-Mar-23

7	1. Inadequate security services 2. Poor maintenance of minimum security standards 3. Poor planning 4. Inattention to service delivery 5. Lack of advanced security system 6. Lack of route for grants 7. Damaged CCTV Cameras	1. Implement budget 2. Provide maintenance of minimum security standards 3. Poor planning 4. Implement the service delivery 5. Lack of advanced security system 6. Lack of route for grants 7. Damage CCTV Cameras	1. Assess current requirements 2. Identify security controls, systems and measures 3. Implementations of the security respond strategy 4. Assess sufficient budget 5. Upgrade Infrastructure 6. Engage Technical to head office to finalise services in all work stations. 7. Implement security measures in the new Building 8. Repair the damaged CCTV Cameras 9. Procure a route for grants 10. Finalise the security services and	1. Ongoing 2. Ongoing 3. Ongoing 4. Ongoing 5. Ongoing 6. Ongoing 7. December 2023 8. March 2024 9. June 2024	The task reports were blocked and CCTV cameras were installed in Head Office, and it is now operational. The new security system was implemented.	1. Assess current requirements 2. Identify security controls, systems and measures 3. Implementations of the security respond strategy 4. Assess sufficient budget 5. Upgrade Infrastructure 6. Engage Technical to head office to finalise services in all work stations. 7. Implement security measures in the new Building 8. Repair the damaged CCTV Cameras 9. Procure a route for grants 10. Finalise the security services and	1. Assess current requirements 2. Identify security controls, systems and measures 3. Implementations of the security respond strategy 4. Assess sufficient budget 5. Upgrade Infrastructure 6. Engage Technical to head office to finalise services in all work stations. 7. Implement security measures in the new Building 8. Repair the damaged CCTV Cameras 9. Procure a route for grants 10. Finalise the security services and	1. Assess current requirements 2. Identify security controls, systems and measures 3. Implementations of the security respond strategy 4. Assess sufficient budget 5. Upgrade Infrastructure 6. Engage Technical to head office to finalise services in all work stations. 7. Implement security measures in the new Building 8. Repair the damaged CCTV Cameras 9. Procure a route for grants 10. Finalise the security services and	1. Assess current requirements 2. Identify security controls, systems and measures 3. Implementations of the security respond strategy 4. Assess sufficient budget 5. Upgrade Infrastructure 6. Engage Technical to head office to finalise services in all work stations. 7. Implement security measures in the new Building 8. Repair the damaged CCTV Cameras 9. Procure a route for grants 10. Finalise the security services and	1. Assess current requirements 2. Identify security controls, systems and measures 3. Implementations of the security respond strategy 4. Assess sufficient budget 5. Upgrade Infrastructure 6. Engage Technical to head office to finalise services in all work stations. 7. Implement security measures in the new Building 8. Repair the damaged CCTV Cameras 9. Procure a route for grants 10. Finalise the security services and
8	1. Failure to deliver real time information to customers 2. Inconsistent announcements to communicate 3. Delays in broadcast news 4. Inconsistent staff 5. Lack of Call Center Agents	1. Lack of vehicle to deliver real time news to customers 2. Inconsistent announcements to communicate 3. Delays in broadcast news 4. Inconsistent staff 5. Lack of Call Center Agents	1. Conduct interviews with customers 2. Procure a vehicle 3. Provide a vehicle for disaster relief 4. Reprint for the appointment of the Call Center Agents and Coordinators 5. Coordinate the staff under director	1. Quarterly 2. Quarterly 3. Quarterly 4. Quarterly 5.	The task reports were completed quarterly. It is now available to the public. The vehicle was procured. The vehicle was delivered to the director. Call center agents were reprinted. A vehicle was submitted to procure a vehicle for the Director. Call center agents were reprinted. The vehicle was delivered to the Director. Call center agents were reprinted. The vehicle was delivered to the Director.	The task reports were completed quarterly. It is now available to the public. The vehicle was procured. The vehicle was delivered to the director. Call center agents were reprinted. A vehicle was submitted to procure a vehicle for the Director. Call center agents were reprinted. The vehicle was delivered to the Director.	The task reports were completed quarterly. It is now available to the public. The vehicle was procured. The vehicle was delivered to the director. Call center agents were reprinted. A vehicle was submitted to procure a vehicle for the Director. Call center agents were reprinted. The vehicle was delivered to the Director.	The task reports were completed quarterly. It is now available to the public. The vehicle was procured. The vehicle was delivered to the director. Call center agents were reprinted. A vehicle was submitted to procure a vehicle for the Director. Call center agents were reprinted. The vehicle was delivered to the Director.	The task reports were completed quarterly. It is now available to the public. The vehicle was procured. The vehicle was delivered to the director. Call center agents were reprinted. A vehicle was submitted to procure a vehicle for the Director. Call center agents were reprinted. The vehicle was delivered to the Director.	
9	1. Inadequate monitoring activities 2. Damage to corporate image	1. Unannounced visits by Nolwazi and the Preneuse 2. Daily and Monthly reconciliation 3. Continuous engagement between the director and shareholders to deal with the agents 4. Installation of CCTV Cameras 5. Developed standard daily cash management	1. Quarterly 2. Quarterly 3. Quarterly 4. Quarterly 5. Quarterly	1. On the 25 September 2024 the Preneuse and Nolwazi visited the office due to lack of evidence. 2. Continuous engagement between the director and shareholders to deal with the agents 3. The director and shareholders to deal with the agents 4. Installation of CCTV Cameras 5. Developed standard daily cash management	1. The auditor regarding the two audits has been engaged for additional information due to lack of evidence. 2. Continuous engagement between the director and shareholders to deal with the agents 3. The director and shareholders to deal with the agents 4. Installation of CCTV Cameras 5. Developed standard daily cash management	1. On the 25 September 2024 the Preneuse and Nolwazi visited the office due to lack of evidence. 2. Continuous engagement between the director and shareholders to deal with the agents 3. The director and shareholders to deal with the agents 4. Installation of CCTV Cameras 5. Developed standard daily cash management	1. The auditor regarding the two audits has been engaged for additional information due to lack of evidence. 2. Continuous engagement between the director and shareholders to deal with the agents 3. The director and shareholders to deal with the agents 4. Installation of CCTV Cameras 5. Developed standard daily cash management	1. The auditor regarding the two audits has been engaged for additional information due to lack of evidence. 2. Continuous engagement between the director and shareholders to deal with the agents 3. The director and shareholders to deal with the agents 4. Installation of CCTV Cameras 5. Developed standard daily cash management	1. The auditor regarding the two audits has been engaged for additional information due to lack of evidence. 2. Continuous engagement between the director and shareholders to deal with the agents 3. The director and shareholders to deal with the agents 4. Installation of CCTV Cameras 5. Developed standard daily cash management	

SECOND QUARTER RISK REPORT MUNICIPAL MANAGEMENT'S 2024/25

Risk ID	Risk Description	Risk Rating	Risk Type	Risk Impact	Risk Likelihood	Risk Status	Risk Owner	Risk Register Number	Risk Register Process	Risk Assessment Method	Risk Management Initiatives		Risk Mitigation Status	Risk Monitoring Status	Risk Reporting Frequency	Risk Reporting Period	Risk Reporting Due Date	Risk Reporting Last Date	Risk Reporting Next Date
											Initiated	Completed							
1	Poor implementation of Budget & SDBIP	3	+ 1. Lack of monitoring and evaluation 2. Shortage of staff 3. Delays in the implementation of the organization	High	24	At Risk	PMS Manager	Quarterly	The remaining Delays Corporate Services Manager took place and it is yet to happen pending the implementation of employee placement process.	Evaluation and Monitoring will not be carried out until phase anytime soon.	1. Monitoring and Evaluation sub-unit has been implemented with effect from January 1, 2025. 2. Appointment of personnel is not yet accomplished. 3. Development of PMAE policy will start after.	None	N/A	None	None	None	None	None	None
2	Late submission of reports	4	Insufficient support by directors on matters of risk.	Medium	12	At Risk	Risk Manager	Quarterly	Frequent late support of the Accounting Officer through departmental meetings	In submitting reports by other directorates. The first meeting of the Internal Risk Committee took place. Request to train the members has been sent to Provincial Treasury.	There are still delays in submitting reports by other directorates. The first meeting of the Internal Risk Committee took place. Request to train the members has been sent to Provincial Treasury.	None	N/A	None	None	None	None	None	
3	Delay to respond to registered complaints by members of the public.	5	1. Inadequate response to registered complaints by members of the public. 2. Non-submission of document for public confirmation by directorate 3. Website hosted externally 4. ECRM not compatible to the ICT Infrastructure 5. Website not compliant to LAN	Medium	12	At Risk	Manager Communications	Quarterly	1. Attempt to complainants within 14 days. 2. Issue a memo to directorates to submit the documents for publishing. 3. Ensure the service provider to give preference to internally update the website. 4. Improve compatibility of ECRM to ICT Infrastructure 5. Links with ICT to synchronize the Website and LAN 6. Pro-active communication	All complaints received are responded to within 14 days. There has been improvement as most of the outstanding documents for publishing on the website have been submitted and the content is being updated. The website has already been updated. 4. The new service provider is currently implementing the system through external ICT infrastructure. 5. The enhancement for website has been developed to take the LAN compatibility among its the website and the service provider. 6. Proactive communications are done effectively.	1. As and when there are complaints communicated to us. 2. Quarterly 3. November 2023 4. November 2023 5. November 2023	None	N/A	None	None	None	None	None	None

4	Inadequate (achievement of strategic objective)	<ul style="list-style-type: none"> 1. Lack of communication or recess with the public after budget adjustment. 2. Lack of inter-departmental communications. 3. Insufficient time to develop the strategic objectives during a strategic session. 4. Management of ICP, Budget and BEGP. 5. Poor KPI 	<p>1. Ensure that the ICP One-to-one communications of budget adjustments to community through the Mayor and Ward controllers.</p> <p>2. Develop a calendar of events.</p> <p>3. Recommendation for 5. Strategic planning session.</p> <p>4. Coordinate the Alignment of ICP, Budget and BEGP.</p> <p>5. Develop a calendar of events.</p>	<p>1. Bi-monthly One-to-one communications of budget adjustments to the public.</p> <p>2. Develop a calendar of events.</p> <p>3. Recommendation for 5. Strategic planning session.</p> <p>4. Coordinate the Alignment of ICP, Budget and BEGP.</p> <p>5. Develop a calendar of events.</p>	<p>1. Bi-monthly One-to-one communications of budget adjustments to the public.</p> <p>2. Develop a calendar of events.</p> <p>3. Recommendation for 5. Strategic planning session.</p> <p>4. Coordinate the Alignment of ICP, Budget and BEGP.</p> <p>5. Develop a calendar of events.</p>	<p>1. Bi-monthly One-to-one communications of budget adjustments to the public.</p> <p>2. Develop a calendar of events.</p> <p>3. Recommendation for 5. Strategic planning session.</p> <p>4. Coordinate the Alignment of ICP, Budget and BEGP.</p> <p>5. Develop a calendar of events.</p>	<p>1. Bi-monthly One-to-one communications of budget adjustments to the public.</p> <p>2. Develop a calendar of events.</p> <p>3. Recommendation for 5. Strategic planning session.</p> <p>4. Coordinate the Alignment of ICP, Budget and BEGP.</p> <p>5. Develop a calendar of events.</p>	<p>1. Bi-monthly One-to-one communications of budget adjustments to the public.</p> <p>2. Develop a calendar of events.</p> <p>3. Recommendation for 5. Strategic planning session.</p> <p>4. Coordinate the Alignment of ICP, Budget and BEGP.</p> <p>5. Develop a calendar of events.</p>
5	Delays in the implementation of the Internal Audit Plan	<ul style="list-style-type: none"> 1. Directories underlining Internal Audit's request for audit information and packaging. 2. Inadequate implementation of audit committees and internal audit recommendations. 3. One vacant position for Junior Internal Auditor. 4. Lack of Combined Assurance Framework. 	<p>1. Request the Accounting Officer's support to intervene to ensure enforcement of the implementation of the Internal Audit and Audit Committees recommendations.</p> <p>2. Request Corporate services to fill the funded vacant position.</p> <p>3. Engage the Accounting Officer to assist with Combined Assurance.</p> <p>4. Request the Accounting Officer's support to intervene to ensure timely submission of reports.</p>	<p>1. Quarterly.</p> <p>2. Next Financial Year.</p> <p>3. Quarterly</p>	<p>1. Management implemented 80% of the recommendations made by Internal Audit and audit committee.</p> <p>2. Appointments will be done after the first financial year.</p> <p>3. Implementation of combined assurance will be done in the second quarter.</p> <p>4. The Accounting Officer intervenes where there are delays in submission of reports.</p>	<p>1. Management implemented 80% of the recommendations made by Internal Audit and audit committee.</p> <p>2. Appointments will be done after the first financial year.</p> <p>3. Implementation of combined assurance will be done in the second quarter.</p> <p>4. The Accounting Officer intervenes where there are delays in submission of reports.</p>	<p>The risk is low and any recommendations made by Internal Audit and audit committee are being addressed.</p> <p>It is being addressed.</p>	<p>The risk is low and any recommendations made by Internal Audit and audit committee are being addressed.</p> <p>It is being addressed.</p>
6	ICP Manager	<p>1. Ensure that the ICP One-to-one communications of budget adjustments to the public.</p> <p>2. Develop a calendar of events.</p> <p>3. Recommendation for 5. Strategic planning session.</p> <p>4. Coordinate the Alignment of ICP, Budget and BEGP.</p> <p>5. Develop a calendar of events.</p>	<p>1. Bi-monthly One-to-one communications of budget adjustments to the public.</p> <p>2. Develop a calendar of events.</p> <p>3. Recommendation for 5. Strategic planning session.</p> <p>4. Coordinate the Alignment of ICP, Budget and BEGP.</p> <p>5. Develop a calendar of events.</p>	<p>1. March 2024</p> <p>2. September 2023</p> <p>3. November 2023</p>	<p>1. Bi-monthly One-to-one communications of budget adjustments to the public.</p> <p>2. Develop a calendar of events.</p> <p>3. Recommendation for 5. Strategic planning session.</p> <p>4. Coordinate the Alignment of ICP, Budget and BEGP.</p> <p>5. Develop a calendar of events.</p>	<p>1. Bi-monthly One-to-one communications of budget adjustments to the public.</p> <p>2. Develop a calendar of events.</p> <p>3. Recommendation for 5. Strategic planning session.</p> <p>4. Coordinate the Alignment of ICP, Budget and BEGP.</p> <p>5. Develop a calendar of events.</p>	<p>The risk is from the ICIP manager.</p> <p>It is from the ICIP manager.</p>	<p>NoA</p> <p>NoA</p>
7								

Quarter	Key Initiatives	Key Focus Area	Key Performance Indicators	Strategic Objectives	Key Activities	Key Milestones	Key Risks	Key Opportunities	Key Challenges	Key Findings	Key Decisions	Key Actions	Key Progress	Key Impact	Key Next Steps
1	Fortifying MIFP personnel framework	Human Resources	Employee retention rate, Employee satisfaction survey results, Turnover rate	1. Ensure stable and skilled workforce 2. Develop succession planning 3. Implement performance management system	1. Review current HR processes and identify gaps 2. Develop a performance management system 3. Identify key roles and develop succession plans 4. Implement employee recognition program	1. Monthly staff meeting 2. Bi-monthly performance reviews 3. Annual performance evaluations 4. Quarterly succession planning sessions	1. High turnover rate 2. Inconsistent performance management system 3. Lack of clear succession planning	1. Improved employee engagement 2. Enhanced performance management system 3. Identified key roles and developed succession plans	1. Resource constraints 2. Resistance to change 3. External market competition	1. Performance management system implemented 2. Succession planning initiated 3. Employee recognition program launched	1. Develop performance management system 2. Implement succession planning 3. Launch employee recognition program	1. 75% of employees report improved engagement 2. 80% of employees report clear performance expectations 3. 90% of key roles have identified successors	1. Improved employee engagement 2. Enhanced performance management system 3. Identified key roles and developed succession plans	1. Continue to monitor employee engagement and satisfaction levels 2. Evaluate performance management system effectiveness 3. Refine succession planning process	
2	HR compliance	Human Resources	Number of audits passed, Compliance training completion rate, Employee grievances	1. Ensure compliance with labor laws 2. Implement new compliance training program	1. Conduct internal audits 2. Develop new compliance training program 3. Implement new grievance handling process	1. Annual internal audit reports 2. Bi-monthly compliance training sessions 3. Quarterly grievance handling reports	1. Resource constraints 2. Resistance to change 3. External market competition	1. Improved compliance with labor laws 2. Enhanced compliance training completion rate 3. Reduced employee grievances	1. Resource constraints 2. Resistance to change 3. External market competition	1. Develop new compliance training program 2. Implement new grievance handling process	1. 95% of employees report high compliance with labor laws 2. 100% completion rate for new compliance training 3. 5% reduction in employee grievances	1. Improved compliance with labor laws 2. Enhanced compliance training completion rate 3. Reduced employee grievances	1. Continue to monitor compliance with labor laws 2. Evaluate new compliance training program effectiveness 3. Refine grievance handling process		
3	Employee well-being	Human Resources	Employee well-being survey results, Absenteeism rate, Turnover rate	1. Promote mental health awareness 2. Implement flexible work arrangements 3. Encourage physical activity	1. Develop mental health awareness campaign 2. Implement flexible work arrangements 3. Encourage physical activity	1. Monthly well-being surveys 2. Bi-monthly mental health awareness sessions 3. Quarterly physical activity challenges	1. Resource constraints 2. Resistance to change 3. External market competition	1. Improved mental health awareness 2. Enhanced flexible work arrangements 3. Increased physical activity	1. Resource constraints 2. Resistance to change 3. External market competition	1. Develop mental health awareness campaign 2. Implement flexible work arrangements 3. Encourage physical activity	1. 85% of employees report improved mental health awareness 2. 90% report flexible work arrangements 3. 70% report increased physical activity	1. Improved mental health awareness 2. Enhanced flexible work arrangements 3. Increased physical activity	1. Continue to monitor mental health awareness and flexible work arrangements 2. Evaluate physical activity challenges effectiveness		
4	Employee development	Human Resources	Employee development survey results, Training completion rate, Turnover rate	1. Develop leadership skills 2. Implement professional development programs 3. Encourage continuous learning	1. Develop leadership skills 2. Implement professional development programs 3. Encourage continuous learning	1. Monthly development surveys 2. Bi-monthly leadership skill training sessions 3. Quarterly professional development programs	1. Resource constraints 2. Resistance to change 3. External market competition	1. Improved leadership skills 2. Enhanced professional development programs 3. Increased continuous learning	1. Resource constraints 2. Resistance to change 3. External market competition	1. Develop leadership skills 2. Implement professional development programs 3. Encourage continuous learning	1. 90% of employees report improved leadership skills 2. 100% completion rate for professional development programs 3. 80% report increased continuous learning	1. Improved leadership skills 2. Enhanced professional development programs 3. Increased continuous learning	1. Continue to monitor leadership skills and professional development programs effectiveness 2. Evaluate continuous learning initiatives		

Risk ID	Risk Description	Risk Category	Risk Type	Severity	Impact	Mitigation Strategy	Owner	Owner Status	Owner Contact	Owner Notes	Owner Next Action	Owner Next Due Date	Owner Last Update	Owner Last Update By	Risk Status		
															Open	Closed	
1	Inability to communicate	Business	Operational	Medium	Medium	Establish communication channels.	Admin Manager	Owner	N/A	This risk has been monitored and no corrective action is required.	N/A	N/A	N/A	N/A	N/A	N/A	
2	1. Poor Telecom network 2. Delays in delivery of guidelines	Business	Operational	High	Medium	Establish a backup communication plan.	Administrator to the SIA	Owner	N/A	The process of establishing broader communication channels has been initiated on the 20th of January 2025 and it will be completed on the 20th quarter. 2. The delays in delivery of guidelines are a result of non-payment to their suppliers. The supplier has been considered and the payment will be made before the 10th of February 2025 and return promised to deliver the guidelines after they have received the proof of payment.	N/A	This risk was very credible and very serious. It should be monitored closely to cover the third financial year.	N/A	N/A	N/A	N/A	N/A
3	1. Data loss 2. Operational disruptions	Business	Operational	Medium	Medium	1. Limit access to third party services 2. Provide a monitoring tool 3. Limited monitoring tools	Manager ITG	Owner	N/A	1. A meeting was held with regard to third party access. 2. Due to budget constraint, the process to procure a monitoring tool has not been initiated. 3. A meeting will be held with the service provider for the enforcement of the policy. 4. A server has been purchased.	The risk is unacceptably high. It should be made in terms of the financial second-year.	The risk is still applicable and should be made in terms of the financial second-year.	N/A	N/A	N/A	N/A	N/A
4	1. Unauthorised third party system access 2. Unrelated backups 3. Limited monitoring tools	Business	Operational	Medium	Medium	1. Develop a monthly Management Policy 2. Enforce the Change Management Policy 3. Procure a server for backup testing	Manager ITG	Owner	N/A	1. To develop induction material in the third quarter. 2. 12 positions were delivered and filled during second quarter.	The risk is already scheduled to medium.	The risk is already scheduled to medium.	N/A	N/A	N/A	N/A	N/A
5	1. Lack of replacement of employees 2. Lack of induction for transition from Regional Offices to [Extreme Model]	Business	Operational	Medium	Medium	1. Develop the transition induction manual 2. Recruit personnel	HR Manager	Owner	N/A	1. Currently busy with the reorganization of the organization. 2. Placement committee is sibling zone quarterly. 3. Transfer agreement has been developed through Legal Office.	The risk has reduced to medium.	The risk has reduced to medium.	N/A	N/A	N/A	N/A	N/A
6	In access CLTC staff	Business	Operational	Medium	Medium	1. Review of the CLTC organization 2. Placement and promotion 3. Up skilling of employees 4. Develop a transfer agreement	HR Manager	Owner	N/A	1. Currently busy with the reorganization of the organization. 2. Placement committee is sibling zone quarterly. 3. Transfer agreement has been developed through Legal Office.	The risk is available and scheduled to be forwarded to those who control the bookings of former members.	The risk is available and scheduled to be forwarded to those who control the bookings of former members.	N/A	N/A	N/A	N/A	N/A

Risk Number	Risk Description	Risk Type	Action Plan Item(s) Pending	Action Plan Item(s) Completed	Risk Exposure	Mitigation Status	Impact Score	Likelihood Score	Overall Risk Score	Risk Register Details		Owner	Owner Status	Review Date	Review Status
							Initial	Current							
1	On the rise	Operational	1. Poor use of work email 2. Compromised data 3. Sharing of password & access to the system.	1. Conduct ICT awareness campaign 2. Create VPN (Virtual Private Network) to monitor access. 3. Enforce the use of work email 4. Review user access rights.	Manager ICT	1. March 2024	1. Awareness was conducted in three service centers 2. On request 3. Quarterly 4. Quarterly	1. Cyber security awareness was done via email sent to all employees 2. Cyber security awareness posters were put on corridors 3. Email utilization is on 90% 4. Access rights are reviewed quarterly (ongoing)	1. No VPN 2. Email utilization screenshot is provided and it has now reduced 3. Email utilization list is on 90% 4. Access rights are reviewed quarterly (ongoing)	The risk environment is now better than before	None	N/A	None	None	None
2	Fraudulent activities	Operational	1. Use of gmail accounts for work purposes. 2. Lack of security personnel at the 2 server rooms. 3. Waits of non credible sites.	1. Request the allocation of physical security 2. Awareness on cyber attack. 3. Push computer updates. 4. Regular backup	ICT Manager	1. fourth quarter	1. Push computer updates are done daily (ongoing) 2. Regular backup 2. Regular backup are done weekly(ongoing)	1. Push computer updates are done daily (ongoing) 2. Regular backup 2. Regular backup are done weekly(ongoing)	1. Computer updates are automatically being monitored 2. Backup and register and screenshots provided	No auto to keep the keys for the server room	Procure	N/A	None	None	None
3	Hacking of Municipal data	Operational	1. Damaged servers	1. Procurement of computers and laptops 2. Set up of office 305 one drive 3. Request for pest control 4. Review the ICT Policy 5. Delays in repairing the network	ICT Manager	1. Quarterly 2. On request 3. December 23 4. March 2024 5. June 2024 6. December 2023	1. A tender was advertised to appoint a panel of service providers for the supply of computers and laptops. 2. Two laptops and 1 server was purchased 3. Three ICT policies were approved	The risk is low and is being monitored	None	N/A	N/A	None	None	None	None
4	Loss of institutional memory.	Operational	1. Low productivity 2. Inability to render services	1. Show replacement of old laptops and computer 2. Clean/Damaged laptops 3. Damaged ICT Infrastructure 4. Raid destroying ICT Infrastructure 5. Delays in repairing the network	Network	1. No	1. Procurement of computers and laptops 2. Set up of office 305 one drive 3. Request for pest control 4. Review the ICT Policy 5. Procure maintenance and support of devices that are out of warranty and worn-out 6. Request the appointment of staff	The risk is low and is being monitored	None	N/A	N/A	None	None	None	None

Risk ID	Risk Description	Risk Type	Impact	Probability	Mitigation Strategy		Owner	Status	Last Update	Risk Score	Risk Rating
					Controlled	Uncontrolled					
1	Non-compliant working environment, possibility of health hazard and injury.	Risk	High	Medium	Continuous monitoring and reporting to OHS officer.	Review and update policies and procedures to address identified risks.	OHS Officer	On Track	2024-07-15	10	Low
2	Loss of municipal property	Risk	Medium	Medium	Established a loss prevention committee and implemented regular audits.	Review and update policies and procedures to address identified risks.	OHS Officer	On Track	2024-07-15	10	Low
3	Pandemic	Risk	Medium	Medium	Established a Pandemic Response Committee and developed a Pandemic Plan.	Review and update policies and procedures to address identified risks.	OHS Officer	On Track	2024-07-15	10	Low
4	Unpredicted outbreaks	Risk	Medium	Medium	Established a Health Monitoring Committee and developed a Health Monitoring Plan.	Review and update policies and procedures to address identified risks.	OHS Officer	On Track	2024-07-15	10	Low

THE SECOND AND THIRD QUARTER 2024/2025 RISK MANAGEMENT COMMITTEE REPORT: FRAUD RISK REGISTER ACTION PLAN FOR	
1.	STRATEGIC THRUST
2.	2024/2025 IMPLEMENTATION OF FRAUD STRATEGY
2.	<p>(a) To eradicate fraud and corruption and ensure that the municipality strives to be perceived as ethical in all its dealings with the public and other interested parties.</p> <p>(b) To ensure all employees and other stakeholders are made aware of its overall anti-fraud and corruption and corruption strategies through various initiatives of awareness and training.</p>
3.	SUMMARY
4.	<p>The reports articulate to the fraud risks register which identified and assessed. Getting reports from directorates still a challenge and it poses a negative impact in terms of mitigating quality reports for the RMIC and AC. These fraud risks were reviewed and general and internal Audit office. Finally, the municipality can now produce fraud risk register.</p> <p>The municipality has in many times been requested to identify fraud risks both by Auditor General and internal Audit office. Finally, the municipality can now produce fraud risk register.</p>
5.	LEGAL IMPLICATIONS
6.	<p>(a) In terms of MFA Section 166 sub-section (2)a: Advise the Municipal Council, the political office bearers, the Accounting Officer, and the management staff of the municipality on matters relating to - (i). Internal financial control and internal audits.</p> <p>(b) Treasury Regulations and Public Sector Risk Management Framework</p> <p>(iii). Risk Management</p>
7.	<p>RECOMMENDATION(s)</p> <p>It is recommended that:</p> <p>That external Risk Management Committee considers the 2024/2025 Fraud Risk Register Action Plan for the second quarter.</p>
	MUNICIPAL MANAGER J NOGOBENI Author

4	Delayed delivery of new vehicles from suppliers	1. Poor delivery timeliness 2. Lack of supervision	Manager Delivery	1. Quarterly 2. 30 December 2023	The process of handing over CIV cameras has been put on hold due to Indiscreet intercept in DLRD and a breakdown in the fleet coordination system.	Firewall, Camera and a gate was installed at Maths packaging plant and Uniglobe packaging plant.	Reports to the risk in involving other areas and have reduced to medium risk.	Name	Name for this quarter	N/A	Name for this quarter
5	SCM	1. Updating of SCM regulations	SCM Manager	1. Quarterly 2. 30 December 2023	1. Convergence Management of the SCM processes. 2. Monitoring of the SCM processes.	Country (As and when they happen)	The risk is now low, root causes were dealt with.	Reports to the risk in involving other areas and have reduced to low risk.	Name	Name for this quarter	N/A
6	Leave based	1. Non-functional electronic leave system 2. Poor integration of the electronic leave system to HRIS/CRM 3. Poor supervision 4. Inconsistent Workdays support for employees 5. Poor implementation of Leave Policy	HR Manager	1. Quarterly 2. 30 December 2023 3. Quarterly	1. Implementation of the Leave Policy 2. Appointment of a panel of health practitioners 3. Interpretation and training of the Electronic Leave System	Country (As and when they happen)	The risk is now and closely monitored.	Monitoring the risk is reduced and has been communicated.	Name	Name for this quarter	N/A
7	Customer	1. Taking money from customers to write off debt and receiving it back by my financial team that have approvals	Customer Manager	1. Quarterly 2. Collected	1. Taking money from customers to write off debt and receiving it back by my financial team that have approvals	Country (As and when they happen)	The risk is now and closely monitored.	Controlled risk policy	Name	Name for this quarter	N/A
8	Recruitment based	1. Inefficient recruitment 2. High unemployment rate 3. Poor website management	HR Manager	1. Quarterly 2. 30 December 2023	Monitor the implementation of the Recruitment Policy and continue improvements	Overall	The risk is low and is being monitored.	The risk is closely monitored.	Name	Name for this quarter	N/A

ANNEXURE H

R533 Graskop Road.
Opp Mapulaneng DLTC



Private bag x 9308
Bushbuckridge

[Bushbuckridge.gov.za](http://bushbuckridge.gov.za)

Co-ordinates: 31°3'59.796"E 24°50'24"S

BUSHBUCKRIDGE
LOCAL MUNICIPALITY

Email:info@bushbuckridge.gov.za

MONTHLY WEBSITE MAINTENANCE REPORT

Reporting period: July 2023

Introduction

Section 21 b of the Local Government Municipal Systems Act 32 of 2000 requires municipalities to display documents on its websites for public consumption. This report reflects the total number of website audience /visits, content uploaded, and downloads made.

DOCUMENTS UPLOADED	DATED PUBLISHED
Awarded Tenders SCM, Awarded Tenders	2023/08/15
Promulgated BLM Spatial Planning	2023/08/16
Land Use Management By-law	2023/08/16
By-law Careers, and Vacancies 2023/08/16 Request for Quotation	2023/08/17
Final IDP/ Budget Process Plan 2024/25 Notice	2023/08/30

DOWNLOADS	NO OF PEOPLE VISITED THE PAGE
Open vacancies	3684
Women's month celebration	3415
Tenders	7854
Request for quotations	4625

WEBSITE UPTIME AND AVAILABILITY

The website was 99,9 % up and running during the period of July 2023 with no vulnerability attacks.

Author: Progress Mashego

04 August 2023

Approved by Communication Manager: Fhumulani Thovhakale

Signature:

R533 Graskop Road.
Opp Mapulaneng DLTC



Private bag x 9308
Bushbuckridge

Co-ordinates: 31°3'59.796"E 24°50'24"

BUSHBUCKRIDGE
LOCAL MUNICIPALITY

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MONTHLY WEBSITE MAINTENANCE REPORT

Reporting period: August 2023.

Introduction

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MONTHLY WEBSITE MAINTENANCE REPORT

Reporting period: September 2023

Introduction

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DOCUMENTS UPLOADED	DATED PUBLISHED
Water supply interruption due to low voltage	2023/09/11
Request For Quotation	2023/09/12
Water supply interruption due to a burst pipe	2023/09/14
IDP process plan-public participation meetings	2023/09/20
SOMA Speech	2023/09/21

DOWNLOADS	NO OF PEOPLE VISITED THE PAGE
Open vacancies	3684
Homepage	7806
Tenders	5547
Request for quotations	6625

WEBSITE UPTIME AND AVAILABILITY

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Author: Progress Mashego

04 October 2023

Approved by Communication Manager: Fhumulani Thovhakale

Signature:

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MONTHLY WEBSITE MAINTENANCE REPORT

Reporting period: October 2023

Introduction

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DOCUMENTS UPLOADED	DATED PUBLISHED
Water supply interruption due to low voltage	2023/10/11
Water supply interruption due to a burst pipe	2023/10/12

DOWNLOADS	NO OF PEOPLE VISITED THE PAGE
Open vacancies	5628
Homepage	6890
Tenders	9866
Request for quotations	5643

WEBSITE UPTIME AND AVAILABILITY

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Author: Progress Mashego

02 November 2023

Approved by Communication Manager: Fhumulani Thovhakale

Signature:

A handwritten signature in black ink, appearing to read "Fhumulani Thovhakale".

R533 Graskop Road.
Opp Mapulaneng DLTC



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Bushbuckridge

Bushbuckridge

1280

Co-ordinates: 31°3'59.796"E 24°50'24"

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MONTHLY WEBSITE MAINTENANCE REPORT

Reporting period: November 2023

Introduction

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DOCUMENTS UPLOADED	DATED PUBLISHED
Request For Quotation	2023/11/13
Water supply interruption	2023/11/15

DOWNLOADS	NO OF PEOPLE VISITED THE PAGE
Open vacancies	5423
Homepage	7654
Tenders	6213
Request for quotations	5432

WEBSITE UPTIME AND AVAILABILITY

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Author: Progress Mashego

04 December 2023

Approved by Communication Manager: Fhumulani Thovhakale

Signature: _____

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1280

Co-ordinates: 31°3'59.796"E 24°50'24"

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MONTHLY WEBSITE MAINTENANCE REPORT

Reporting period: December 2023

Introduction

Section 21 b of the Local Government Municipal Systems Act 32 of 2000 requires municipalities to display documents on its websites for public consumption. This report reflects the total number of website audience /visits, content uploaded, and downloads made.

DOCUMENTS UPLOADED	DATED PUBLISHED
Water supply interruption	2023/12/05
Municipal bursary scheme	2023/12/08
Festive season operating hours	2023/12/12

DOWNLOADS	NO OF PEOPLE VISITED THE PAGE
Open vacancies	9037
Homepage	6435
Tenders	8743
Request for quotations	4788

WEBSITE UPTIME AND AVAILABILITY

The website was 99,9 % up and running during the period of December 2023 with no vulnerability attacks.

Author: Progress Mashego

Approved by Communication Manager: Fhumulani Thovhakale

04 January 2024

Signature:

A handwritten signature in black ink, appearing to read "Progress Mashego".

R533 Graskop Road.

Opp Mapulaneng DLTC

Bushbuckridge



Private bag x 9308

Bushbuckridge

1280

Co-ordinates: 31°3'59.796"E 24°50'24"

BUSHBUCKRIDGE
LOCAL MUNICIPALITY

Email:info@bushbuckridge.gov.za

MONTHLY WEBSITE MAINTENANCE REPORT

Reporting period: January 2024

Introduction

Section 21 b of the Local Government Municipal Systems Act 32 of 2000 requires municipalities to display documents on its websites for public consumption. This report reflects the total number of website audience /visits, content uploaded, and downloads made.

DOCUMENTS UPLOADED	DATED PUBLISHED
Water Supply Notice	2024/01/05
Bushbuckridge Final 2023/2024 IDP , Budget & Traffic documents Notice and Publication	2024/01/07

DOWNLOADS	NO OF PEOPLE VISITED THE PAGE
Home page	13563
Open Vacancies	6291
Tenders	3700
Request for quotations	5000
Employment form	2000

WEBSITE UPTIME AND AVAILABILITY

The website was 99,9 % up and running during the period of January 2024 with no vulnerability attacks.

Author: Progress Mashego

10 February 2024

Approved by Communication Manager: Fhumulani Thovhakale

Signature:

R533 Graskop Road.
Opp Mapulaneng DLTC



Private bag x 9308
Bushbuckridge

Bushbuckridge
Co-ordinates: 31°3'59.796"E 24°50'24"

BUSHBUCKRIDGE
LOCAL MUNICIPALITY

Email:info@bushbuckridge.gov.za

MONTHLY WEBSITE MAINTENANCE REPORT

Reporting period: February 2024

Introduction

Section 21 b of the Local Government Municipal Systems Act 32 of 2000 requires municipalities to display documents on its websites for public consumption. This report reflects the total number of website audience /visits, content uploaded, and downloads made.

DOCUMENTS UPLOADED	DATED PUBLISHED
Water Supply Notice	2024/02/05
Notice of Council Sitting	2024/01/07

DOWNLOADS	NO OF PEOPLE VISITED THE PAGE
Home page	11563
Open Vacancies	4291
Tenders	35600
Request for quotations	4536
Employment form	1897

WEBSITE UPTIME AND AVAILABILITY

The website was 99,9 % up and running during the period of February 2024 with no vulnerability attacks.

Author: Progress Mashego

08 March 2024

Approved by Communication Manager: Fhumulani Thovhakale

Signature:



MONTHLY WEBSITE MAINTENANCE REPORT

Reporting period: March 2024

Introduction

Section 21 b of the Local Government Municipal Systems Act 32 of 2000 requires municipalities to display documents on its websites for public consumption. This report reflects the total number of website audience /visits, content uploaded, and downloads made.

DOCUMENTS UPLOADED	DATED PUBLISHED
Water supply interruption due to low voltage	2024/03/11
Water supply interruption due to a burst pipe	2024/03/12

DOWNLOADS	NO OF PEOPLE VISITED THE PAGE
Open vacancies	16000
Homepage	5641
Tenders	2354
Request for quotations	4634
Employment form	1123

WEBSITE UPTIME AND AVAILABILITY

The website was 99,9 % up and running during the period of March 2024 with no vulnerability attacks.

Author: Progress Mashego

10 April 2024

Approved by Communication Manager: Fhumulani Thovhakale

Signature:

R533 Graskop Road.

Opp Mapulaneng DLTC

Bushbuckridge

Co-ordinates: 31°3'59.796"E 24°50'24"



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1280

Email:info@bushbuckridge.gov.za

MONTHLY WEBSITE MAINTENANCE REPORT

Reporting period: April 2024

Introduction

Section 21 b of the Local Government Municipal Systems Act 32 of 2000 requires municipalities to display documents on its websites for public consumption. This report reflects the total number of website audience /visits, content uploaded, and downloads made.

DOCUMENTS UPLOADED	DATED PUBLISHED
Invitation To Register On The Municipal Indigent Register	2024/04/03
BUDGET POLICY 2024/25	2024/04/03
CAPEX Annexure A	2024/04/03
OPEX Annexure B	2024/04/03
Revenue Annexure B	2024/04/03
Draft Budget Policy	2024/04/03
2022/2023 MPAC Oversight Report	2024/04/03
MPAC Oversight Report Over The Annual Report 2022/2023	2024/04/03
Valuation Roll Notice 2024	2024/04/25
Tender Advert	2024/04/25

DOWNLOADS	NO OF PEOPLE VISITED THE PAGE
Home page	
Career Vacancies	1104
Tenders	908
Request for quotations	1234
Employment form	1006

WEBSITE UPTIME AND AVAILABILITY

The website was 99,9 % up and running during the period of April 2024 with no vulnerability attacks.

Author: Progress Mashego

Approved by Communication Manager: Fhumulani Thovhakale

10 May 2024

Signature:



MONTHLY WEBSITE MAINTENANCE REPORT

Reporting period: May 2024

Introduction

Section 21 b of the Local Government Municipal Systems Act 32 of 2000 requires municipalities to display documents on its websites for public consumption. This report reflects the total number of website audience /visits, content uploaded, and downloads made.

DOCUMENTS UPLOADED	DATED PUBLISHED
Property Rate Policy	2024/05/07
Final Tariff Policy And By-Law 2024/2025	2024/05/07
Final Budget Policy	2024/05/07
Expenditure Policy	2024/05/07
Cash And Investment Policy	2024/05/07
Asset Management Policy	2024/05/07
Supply Chain Management Policy 2024/25	2024/05/07
Bushbuckridge Final 2024/2025 IDP, Budget & Tariffs Documents	2024/05/23
Public Notice for Statements Creditors	2024/05/25
Public Notice for Water Supply Interruption Due To Damaged Air Valves	2024/05/28
Public Notice for Water Supply Interruption Due To Excessive Pipe Leak	2024/05/28
Revised SDBIP 2023/2024	2024/05/30
Third Quarter Performance Report	2024/05/30
Public Notice Date 07/04/2024, Revised SDBIP 2023/2024	2024/05/30

DOWNLOADS	NO OF PEOPLE VISITED THE PAGE
Home page	1090
Open Vacancies	1032
Tenders	1008
Request for quotations	797
Employment form	796

WEBSITE UPTIME AND AVAILABILITY

The website was 99,9 % up and running during the period of May 2024 with no vulnerability attacks.

Author: Progress Mashego

10 June 2024

Approved by Communication Manager: Fhumulani Thovhakale

Signature:

R533 Graskop Road.

Opp Mapulaneng DLTC

Bushbuckridge



Private bag x 9308

Bushbuckridge

1280

Co-ordinates: 31°3'59.796"E 24°50'24"

BUSHBUCKRIDGE
LOCAL MUNICIPALITY

Email:info@bushbuckridge.gov.za

MONTHLY WEBSITE MAINTENANCE REPORT

Reporting period: June 2024

Introduction

Section 21 b of the Local Government Municipal Systems Act 32 of 2000 requires municipalities to display documents on its websites for public consumption. This report reflects the total number of website audience /visits, content uploaded, and downloads made.

DOCUMENTS UPLOADED	DATED PUBLISHED
Vincent ICT Manager	2024/06/10
Employment Post Advert June 2024	2024/06/13
2024/25 Integrated Development Plan	2024/06/20
Oversight Notice and MPAC Report	2024/06/21
Waste Collection Interruption Public Notice	2024/06/26
Public Notice for Skills Development Database	2024/06/27
Public Notice for Water Supply Interruption Due To Bulk Pipe Connection	2024/06/28

DOWNLOADS	NO OF PEOPLE VISITED THE PAGE
Home page	1929
Open Vacancies	2140
Tenders	1056
Request for quotations	88
Employment form	123

WEBSITE UPTIME AND AVAILABILITY

The website was 99,9 % up and running during the period of June 2023 with no vulnerability attacks.

Author: Progress Mashego

Approved by Communication Manager: Phumulani Thovhakale

01 July 2024

Signature:

ANNEXURE I

17 MAY 2024

3rd QUARTER REPORT ON ACCESS TO BASIC SERVICES

WATER	
Total number of households as per 2022 Census	167 927
Piped water	165 156
Other resources	0
None	2 771

SERVICE TYPE	Total Number of households with access to basic water (December 2023)	Total Number of completed projects and area (January to March 2024)	Number of household benefited (March 2024)	Number of households with access to date
Total number of households with access to piped water inside dwelling/yard	122 216	122 216	0	122 216
Total number of households with access to piped water through communal standpipes (distance less than 200m radius)	26 940	26 940	0	26 940
Total number of households with access to water through Jojo tanks	7 600	7 600	0	7 600
Total number of households with access to water through water tankers	8 400	8 400	0	8 400
Total number of households with access to water as end of March 2024	149 156	149 156	0	149 156
Total number of households without access to water as end of March 2024	2 771	2 771	0	2 771

SANITATION	
Total number of households as per 2022 Census	167 927
Flushed/Chemical toilet	35 750
VIP toilet	116 565
Other resources	0
None	913

SERVICE TYPE SANITATION	Total Number of households with access to basic sanitation (December 2023)	Total Number of completed projects and area (January to March 2024)	Number of household benefited (March 2024)	Total Number of households with access to date
Total number of households with access to waterborne/flush toilets	35 257	35 257	0	35 257
Total number of households with access to sanitation through septic tanks & chemical toilets	493	493	0	493
Total number of households with access to VIP toilets	116 565	116 565	0	116 565
Total number of households with access to (non-VIP) toilets	913	913	0	913
Total number of households with access to sanitation through bucket system	0	0	0	0
Total number of households with access to sanitation as end of March 2024	166 235	166 235	0	166 235
Total number of households without access to sanitation as end of March 2024	913	913	0	913

ELECTRICITY	
Total number of households as per 2022 Census	167 927
Connected to electricity	176 760
Other resources	0
None	3 240

SERVICE TYPE ELECTRICITY	Total Number of households with access to basic electricity (December 2023)	Total Number of completed projects and area (January to March 2024)	Number of household benefited (March 2024)	Number of households with access to date
Total number of households with access to electricity as end of March 2024	176 760	0	0	176 760
Total number of households without access to electricity as end of March 2024	3 240	0	0	3 240

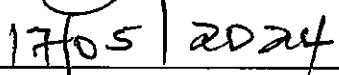
REFUSE REMOVAL	
Total number of households as per 2022 Census	167 927
Removal by local municipality	42 434
Other resources	
None	125 493

SERVICE TYPE: REFUSE REMOVAL	Total Number of households with access to basic refuse removal (December 2023)	Total Number of completed projects and area (January to March 2024)	Number of households benefited (March 2024)	Number of households with access to date
Total number of households <u>with</u> <u>access</u> to refuse removal as end of March 2024	42 434	2	4974	47 408
Total number of households <u>without</u> <u>access</u> to refuse removal as end of March 2024	120 519			

Yours Faithfully

Mr. J Ngobeni
MUNICIPAL MANAGER

Signature



Date

17/05/2024

Audit Action Plans

	Summary	Matters Affecting Audit Report	Other Important Matters	Financial Year
		Audit Opinion		2023/2024
		Unqualified with findings		
No of Findings				
Development		Matters Affecting Audit Report	Other Important Matters	Total
Not Yet Started		0	0	0
Under Development		0	0	0
Developed - Management Approved		0	0	0
Developed - CFO Approved		35	44	79
Developed - Internal Auditor Approved		0	0	0
Developed - Audit Committee Approved		0	0	0
Developed - Council Approved		0	0	0
	Total	35	44	79
Implementation				
Not Yet Started		0	0	0
In Progress		9	12	21
Completed		24	28	52
Agreed Findings Addressed		2	4	6
	Total	35	44	79
Findings also addressed in current year		4	4	8

ANNEXURE J

BUSHBUCKRIDE LOCAL MUNICIPALITY
FLEET MANAGEMENT



OPERATIONAL PROCEDURE MANUAL

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FLEET MANAGEMENT OPERATIONAL PROCEDURE MANUAL

The development of this procedure manual is in line with Bushbuckridge Local Municipality fleet policy. Its main objective is to ensure a proper administration of municipal vehicles. It ensures that utilization of municipal fleet is done in a cost-effective manner when transporting goods and municipal employees.

1. USE OF MUNICIPAL FLEET VEHICLES

Municipal fleet is provided strictly for official use and shall not for any reason be used for private or any other purpose without obtaining the necessary written authority of the accounting officer or the delegated official.

Municipal vehicles may only be driven by:

- A permanent municipal employee or student who has been authorised and tested by the municipality at the municipal testing station and the results satisfies the municipality. A temporary municipal employee who has been tested by the municipality at the municipal testing station and the results satisfies the municipality
- All drivers or users should produce a valid driver's licence before allocation.

2. PROCEDURES TO FOLLOW WHEN REQUESTING POOL VEHICLES

- 2.1 All requests for pool vehicles should be in a formal letter.
- 2.2 A formal request for transport should be directed to the office of Director Corporate Services for approval at least three days before the date of service required, unless it is an emergency.
- 2.3 All authors should create a space for the fleet manager for comment and a space for recommendation by the director from the directorate that requests the transport.
- 2.4 Once a request has been approved, the driver and the official from Fleet Office must inspect the vehicle to ensure that the vehicle is roadworthy before the vehicle can be utilized.
- 2.5 A completed trip authorisation form will be given to the driver.
- 2.6 The driver will complete the trips undertaken and fuel utilized by the municipal vehicle on the logbook
- 2.7 The official from fleet office must do a post inspection in return of the vehicle.

3. IRREGULAR USE OF FLEET ASSETS

Should a fleet asset be used in another manner or for another purpose other than as provided for in the fleet management policy, such use will be deemed to have been irregular and the driver/ operator, notwithstanding any disciplinary procedures taken against him, shall be held liable.

- The cost of repair of the damage incurred in any accident or claims arising from any such accident in which the fleet asset was involved during such an unauthorized journey or work, and which cannot be recovered from the opposite party; and
- The loss incurred by the Municipality because of such fleet assets being stolen during irregular or unauthorized journey or work, irrespective of whether the employee was in any way negligent during the time of such theft of such fleet asset.

4. Use of municipal vehicles for social event and funerals

- 4.1 An authorized official having to attend a social event in his/her official capacity may use a municipal vehicle. This should receive a prior written authority from the Accounting Officer or his/her delegates.
- 4.2 In the event off a funeral of a Municipal employee or the councillor, Municipal vehicle may be used for transporting employees attending such funeral service. This should receive a prior written authority from the Accounting Officer or his/her delegate.
- 4.3 Municipal vehicles may be used for official municipal sporting activities after authorised by the Director Corporate Services.

5 DRIVING/OPERATING OF FLEET ASSETS

All fleet supervisors must ensure that a Municipal fleet assets are only driven/ operated by an employee who is duly authorized thereto and who meet the followings:

- 5.1 Hold valid driver 's license issued in terms of the provisions of the National Road Traffic Act
- 5.2 All Traffic rules and regulations under the National Road Traffic Act 93/1996, including any regulations made applicable to users of municipal vehicles shall always be observed and adhered to by drivers of the Municipal vehicles.
- 5.3 Drivers shall personally be held liable for any fine issued and or penalty that may be imposed by a court of law for an infringement of the National Road Traffic At 93/1996 in respect of speeding vehicles and exceeding speed limits.
- 5.4 Drivers shall not under any circumstance drive municipal vehicle while under the influence of intoxicating liquor, drugs, or substance.
- 5.5 Should a driver found to be drunk or under the influence of intoxicating liquor, such driver will be prohibited from drive or operating municipal fleet for that day and be referred to the doctor for examination.

6 ISSUING OF DRIVER'S TAG

All drivers must be issued with driver's tag before driving or operating the fleet.

The driver's tag cannot be shared amongst the drivers.

Should the driver share driver's tag, such practice will be regarded as misconduct and the concerned drivers will face disciplinary actions.

7 AUTHORIZING PROCEDURE FOR THE MUNICIPAL FLEET

7.1 Vehicle inspection

The driver and the official from Fleet Office or the supervisors must always inspect the vehicles to ensure that the vehicle is roadworthy before the vehicle can be used.

Any defects discovered must receive immediate attention and reported to the Fleet and Licensing Officer

7.2 Trip authorization form

Trip authority form will be given to the driver/ operator who meet the necessary requirement to drive or operate the municipal fleet.

No driver or operator will be allowed to drive or operate the municipal fleet without the trip authority.

7.3 Vehicle logbook

Each vehicle should be allocated with logbook

The driver must complete the trip undertaken and fuel utilized by the Municipal fleet on the logbook.

The supervisor must ensure that the information on the logbook is correct by signing the logbook wherever applicable.

Log sheets shall be submitted to the Fleet Management Unit at the end of the month

8.4 Disqualifications for driving /operating and the restoration of status

8.4.1 An employee who suffers from a physical disability must not be allowed to drive/operate a Municipal fleet asset, unless it has been determined beyond all doubt that his/ her disability is of such a nature that it will not entail a risk for the Municipality.

When it is known that an employee suffers from:

- a) Any other element or illness which appears to make him less capable of effectively or controlling a fleet asset.
 - b) Or he/ she is addicted to the use of a sedative which has a narcotic effect or if it makes him/ her guilty of the excessive use of strong liquor.
- 8.4.2 He or she must immediately be withdrawn from all driving /operating tasks.
- 8.4.3 Such an employee may not be allowed to drive/ operate a fleet asset, unless the Fleet Manager has authorized him/ her with a certificates from a competent, registered medical practitioner from which it is apparent that his/ her condition has been corrected or is under control, as the case may be and he/she is then capable of driving/ operating a fleet asset without posing a risk to other road users, in the case of a motor vehicle, or to the Municipality.
- 8.4.4 Should it become apparent during a driver's / operator's training courses that an employee is incapable of driving a motor vehicle or operating a machine, he /she must immediately be withdrawn from all driving/ operating duties irrespective of whether he/ she is in possession of a valid driver's license or certificates to operate the machine. Such an employee may successfully complete a training course prescribed by the Municipality.
- 8.4.5 In a flagrant manner ruin, neglect, misuse, or use a fleet asset irregularly or drive/ operate such fleet asset recklessly.
- 8.4.6 Where official has been found guilty of using the municipal vehicle in contravention of any of stipulations of the municipal fleet policy
- 8.4.7 Such official must immediately be suspended from driving the municipal vehicle until such time as prescribed correctives and reasonable under the circumstances by the unit manager in consultation with the fleet manager.

9 CARE OF FLEET ASSETS

9.1 Regular cleaning.

Municipality's fleet must always be washed and cleaned on a regular basis. All vehicles should be washed at the municipal wash bays.

The employee who a fleet asset is assigned, he/she must see to it that the asset is washed and cleaned after use. Drivers and general assistants must be responsible to insure the cleanliness of fleet at their disposal.

9.2 Fleet Management System

The Municipality shall appoint a service provider for the period of three (3) years to render fleet management maintenance and support services.

All minor repairs be finalized within two weeks and major repairs within two-three months.

9.3 Service and repairs

All Municipal vehicles shall be serviced in accordance with the municipal fleet policy and specifications prescribed by the manufacturers.

For the necessary service, repairs and attention, all municipal vehicles shall be taken to municipal mechanical workshop.

If the vehicle is still on maintenance plan, it must be taken to the principal dealer.

The vehicles must be taken to the service provider who has RMI, provided the vehicle is out of maintenance plan.

The referral must be given by the service provider for fleet management and support services.

It is the responsibility of the employee in whose care a fleet asset is placed to, to see to it that the fleet is properly maintained and that it is always Roadworthy and/ or serviceable.

The servicing of and repairs to a fleet asset, whether covered by a manufacture's guarantee or not, and the removal or placement of components thereof, by any other than in or in conjunction with the Municipality's technician is prohibited.

9.4 Fuelling of Vehicles

Each vehicle must have individual fuel card. Supervisors are responsible for fuelling of vehicles and ensure safety of the fuel card.

The vehicles must be filled with full tank at the beginning of each week or when does not have sufficient fuel.

All fuel slips must be submitted to Fleet Unit on Wednesdays before 13h00.

10 SAFEGUARD OF FLEET ASSETS, LOADS, PARKING AND BRANDING OF FLEET ASSET

10.1 Safeguarding, and Loads

- The employee to whom a vehicle is entrusted must personally see to it that the ignition, door, and other keys are kept in safe custody to ensure that they are not lost or do not fall into the hand of authorized persons.
- Should the keys to a motor vehicle be lost, steps should immediately be taken to safeguard the vehicle against theft or authorized use. A written report regarding the

circumstances surrounding such loss must be sent to fleet Manager / Fleet Controller in order that he/ she may investigate the matter and give instructions regarding the replacement or otherwise the replacing of the door and locks and petrol tank cover.

- Under no circumstances will fleet keys be left or kept at security gates.
- No persons will be carried with the loads on the vehicles

10.2 Packing

Fleet Assets must be parked or stored within the security areas on their allocated place, with the following exceptions:

When an employee is away from his Home Depot, he/ she must, here possible Park or store the fleet asset within the security area of the municipal property concerned, or business property concern.

10.3 Parking Overnight

Permission may be given for a vehicle to be parked overnight at home of an Official if the following conditions are met.

- a) The location shall be reviewed by the supervisor, and the security must be considered adequate e.g., there is a garage, or lockable gates and supervisor should report such engagements to the fleet management unit.
- b) The member of the staff will be leaving early in the morning or returning late at night.
The actual times that this would come into force would be the time when public transport starts/ stops.
- c) A signed authority form to park a vehicle at home must be issued. The person responsible for signing trip authorities must sign it. It must be issued for each occasion.

10.4 Branding

Fleet section must ensure that all municipal vehicles are branded with the Municipal logo.

All procured vehicles must be branded before they can be utilized for any municipal operations.

11. VEHICLE KEYS

- All vehicle spare keys will be at the office of the Fleet Manager. All keys for vehicles that are in operation will after work be kept in the office of the supervisors of the vehicles.
- Vehicle keys should not be kept in the security gate.

12. ACCIDENT MANAGEMENT

12.1 Procedures to be followed in an event of accident.

- Any accident or incidents with a Municipal vehicle, no matter how minor and irrespective of whether another party is involved or not, must immediately be reported to the supervisor/ fleet Controller within 24hr to the police station.
- A police report that will include ID copy, license copy, AR number and trip authorization must be forwarded to the fleet manager who will take necessary steps to replace or repair the vehicle accordingly.
- The driver must complete insurance accident claim form on time to ensure that the claim is submitted to insurance within 10 days working days. Any third-party claim received shall immediately be submitted to the Fleet Manager within 24 hours.
- In the case of serious or fatal injury, Occupational Health and Safety Officer need to be notified.
- In the case of negligence, the Accounting Officer must appoint the investigation committee to investigate the incident. If the driver found to be guilty a disciplinary measure must be taken.

12.2 Insurance cover

Provision should be made to source out Insurance cover for Municipal fleet with a contract that will not be more thirty-six months.

With the exception of motor vehicle accident in terms of Road Accident Fund Act 56 of 1996 which provides for the payment of damage to third party from the Road Accident Fund for losses or damage as a result of body injury to themselves or the death of or bodily injury of others, the Municipality is comprehensively insured by insurer, it is considered that the Municipality carries its own collision with risks accepts liability for any expenses arising from vehicle collision with the exception of third party claims, claims by opposition parties in respect of the damage to their properties, claims by authorized passengers against the employees who drove the vehicle at the time of collision and in respect of damages to their personal belongings or the loss of or damages to the Municipal property.

13. VEHICLE REPLACEMENT

Asset and Fleet Management must follow the normal Supply Chain management procedure for disposal of fleet.

Economic life assessment should be performed to determine the economic service life expectancy of vehicles and plant under their specific operating conditions.

Vehicles are replaced in terms of the council's replacement schedule and generally not before the expiration of the period as indicated in hours/kilometres/years as set out hereunder in the replacement schedule.

Fleet office must compile a list of all vehicles that are due for disposal and submit to council for approval.

14. REPLACEMENT CRITERION TABLE

VEHICLE GROUP	CRITERIA	REPLACEMENT
Cars, and LDV's	1.Age 2.Km 3.Mech. evaluation	8 years 200 000Km 60%
Trucks	1.Age 2.Km 3.Mech. evaluation	10 years 300 000Km 60%
Earth moving equipment	1.Age 2.Km 3.Mech. evaluation	15 years 15 000hrs 60%
Rollers, and trailers	1.Age 3.Mech. evaluation	8 years 60%

ANNEXURE K



BUILDING INFRASTRUCTURE & MAINTENANCE UNIT: OPERATION & MAINTENANCE 2023 – 2024 FY

No.	Description	Location / Region	Service Provider Details	Vote No.	Vote Description	Envisage Completion Date	Status Quo
1.	Construction of Guardroom and Septic Tank at Zoeknong Package Plant	Zoeknong	Engheeto preettsahy@gmail.com 079 337 5938 / 068 266 8000 / 073 248 3587	BLIMMWPWOPEX008	Maintenance of Municipal Buildings	Order No. PO 13026 Order Date: 12/10/2023 Amount: R 186 310.00 Completion Date: 22/01/2024	100% Completed 3 rd Qtr
2.	Construction of Guardroom and Septic Tank at Klein-Sand Booster Pump Station	Acornhoek	Engheeto preettsahy@gmail.com 079 337 5938 / 068 266 8000 / 073 248 3587	BLIMMWPWOPEX008	Maintenance of Municipal Buildings	Order No. PO 13120 Order Date: 13/10/2023 Amount: R 188 780.00 Completion Date: 29/02/2024	100% Completed 3 rd Qtr
3.	Construction of Guardroom and Septic Tank at Thulamahashe Booster Pump Station	Thulamahashe	Barongwa Business Solutions iamhaleni@gmail.com 072 782 4662	BLIMMWPWOPEX008	Maintenance of Municipal Buildings	Order No. PO 12206 Order Date: 12/07/2023 Amount: R 187 955.00 Completion Date: 30/08/2023	100% Completed 1 st Qtr
4.	Construction of Guardroom and Septic Tank at Wisani Community Hall c/o Edinburg Package Plant	Thulamahashe	Machochi Trading Andrew.nkuna82@gmail.com 063 781 4460	BLIMMWPWOPEX008	Maintenance of Municipal Buildings	Order No. PO 12896 Order Date: 03/10/2023 Amount: R 186 600.00 Completion Date: 28/11/2023	100% Completed 2 nd Qtr
5.	Construction of Guardroom and Septic Tank at Thulamahashe Sewage Booster Pump Station (1)	Thulamahashe	Stick Norah Group sticknorahgroup@gmail.com 071 193 9933	BLIMMWPWOPEX008	Maintenance of Municipal Buildings	Order No. PO 13020 Order Date: 11/10/2023 Amount: R 195 303.00 Completion Date: 09/02/2024	100% Completed 3 rd Qtr
6.	Construction of Operators House (Phase 1) at Klein-Sand Booster Pump Station	Acornhoek	Charwin Entertainment Chsimzammarsh14@gmail.com 060 501 9940	BLIMMWPWOPEX008	Maintenance of Municipal Buildings	Order No. PO 13011 Order Date: 11/10/2023 Amount: R 183 129.00 Completion Date: 13/12/2023	100% Completed 2 nd Qtr

7.	<u>Construction of Operators House (Phase 1) at Zoeknog Package Plant</u>	Zoeknog TTS Les Holdings ttslesholdings@gmail.com 072 516 8388	BLMMWPWOPEX008	Maintenance of Municipal Buildings	Order No. PO 13009 Order Date: 11/10/2023 Amount: R 196 582.73	100% Completion Completion Date: 17/04/2024
8.	<u>Construction of Operators House (Phase 1) at Marite Package Plant c/o Thulamahashe Booster Pump Station</u>	Marite Rhutinka Trading Mnisiinus02@gmail.com 071 337 3152	BLMMWPWOPEX008	Maintenance of Municipal Buildings	Order No. PO 13014 Order Date: 11/10/2023 Amount: R 194 998.00	100% Completion Completion Date: 22/02/2024
9.	<u>Construction of Operators House (Phase 1) at Thulamahashe Booster Pump Station c/o Hoxani WTW</u>	Thulamahashe TTS Les Holdings ttslesholdings@gmail.com 072 516 8388	BLMMWPWOPEX008	Maintenance of Municipal Buildings	Order No. PO 13052 (A) Order Date: 13/10/2023 Amount: R 196 582.73	Re-Advert (Reported to Finance) Completion Date: 09/09/2024
10.	<u>Fencing of Zoeknog Package Plant</u>	Zoeknog Mpumi-Stone Projects Pty Ltd admin@mpumistone.co.za 076 498 1169	BLMMWPWOPEX008 BLMM501	Maintenance of Municipal Buildings	Appointment Amount: R 423 439.78 Vat Incl. R 58 030.85 Vat Incl. Total Amount: R 481 490.63 App Date: 19/05/2023 Completion Date: 16/08/2023	100% Completed Completion Date: 16/08/2023
11.	<u>Fencing of Mkhuhlu Stores</u>	Mkhuhlu MC BEE TLD JV tenders@mcbee.co.za 071 744 4054 / 068 192 3103	BLMMWPWOPEX008 BLMM501	Maintenance of Municipal Buildings	Appointment Amount: R 659 918.88 Vat Incl. 2022/2023 FY App Date: 19/05/2023 Completion Date: 04/09/2023	100% Completed Completion Date: 04/09/2023
12.	<u>Renovations to Huntington Community Hall</u>	Lillydate Camrok Construction camrokc@gmail.com 082 058 0826	BLMMWPWOPEX008	Maintenance of Municipal Buildings	Appointment Amount: R 650 083.50 Vat Incl. 2022/2023 FY App Date: 19/05/2023 Completion Date: 15/08/2023	100% Completed Completion Date: 15/08/2023
13.	<u>Renovations to Mhala DLTC</u>	Thulamahashe Zonatha Trading and Construction Zoyanda0@gmail.com 072 129 8681	BLMMWPWOPEX008	Maintenance of Municipal Buildings	Appointment Amount: R 1 440 518.00 Vat Incl. R 211 977.50 Vat Incl. Total Amount: R 1 652 495.50 2022/2023 FY App Date: 19/05/2023 Completion Date: 27/11/2023	100% Completed Completion Date: 27/11/2023

14.	Renovations to Merriam-Mokgakane Community Hall	Acornhoek	Raah Trading Enterprise mugabindivho@gmail.com 071 109 6708		BLMMWPWOPEX008	Maintenance of Municipal Buildings	Appointment Amount: R 1 518 799.54 Vat Incl. 2022/2023 FY App. Date: 09/03/2023 Completion Date: 09/01/2024	100% Completion 3 rd Qtr
15.	Construction of Abolition Facility and Changeroom (Phase 1) at Dwarshoop Regional Office	Dwasloop	Moganeseng Trading moganesengtrading@gmail.com 076 571 8505		BLMMWPWOPEX008	Maintenance of Municipal Buildings	Order No. PO 11861 Order Date: 23/06/2023 Amount: R 192 195.22 Completion Date: 30/10/2023	100% Competed 2 nd Qtr
16.	Consultants for Construction of Acornhoek Multi-Purpose Centre	Acornhoek	Sindi Consulting Engineers bongani@sindiconsulting.co.za 082 335 4213		TBA	TBA	Fees be calculated as per approved Engineering Fee Policy of BLM	Populating Information for Draft Concept
17.	Office Repairs, Rubble Removals, Perimeter Wall Extension and Installation of Electrical Fence at Head-Office	Mavijan	Mbileni Trading 073 160 0353 info@mbileneengineering.co.za		BLMMWPWOPEX008	Maintenance of Municipal Buildings	BLMMWPWOPEX008/5 (2022/2023 FY) (App. Date: 01/12/2022) Commencement Date: 2022 – 2023 FY Appointed Amount: R 5 861 415.45 (VAT Inclusive) Completion Date: 30/06/2023	100% Completed
18.	Supply & Installation of Clear-View Fence at Inyaka WTW Operators	Mavijan	K-Visionary Trading Enterprise CC sales@kvisionary.com 082 248 9766		BLMMWPWOPEX008	Maintenance of Municipal Buildings	Appointment Amount: R 990 243.53 Vat Incl. 2023/2024 FY App. Date: 26/09/2023 Completion Date: 20/11/2023	100% Completion 2 nd Qtr
19.	Construction & Connection of a Septic-Tank and Soak-Pit at Cork Package Plant	Mkhululu	Khensamama Solution Khensamama9@gmail.com 072 314 3154		BLMMWPWOPEX008	Maintenance of Municipal Buildings	Order No. PO 14304 Order Date: 01/03/2024 Amount: R 152 000.00 Completion Date: 20/03/2024	100% Completed
20.	Entrance and Gate Repairs at Thulamahashe Regional Office	Thulamahashe	Texas Trading 36 Stan.mohlala@gmail.com 060 954 2989		BLMMWPWOPEX008	Maintenance of Municipal Buildings	Order No. PO 14164 Order Date: 22/02/2024 Amount: R 172 997.00 Completion Date: 08/03/2024	100% Completed 3 rd Qtr

21.	Supply & Installation of Steel-Wall Clear-View Fence at Marite Package Plant	Marite	Crystal Sparkle Trading 98 CC admin@crystalsparkle.co.za 082 959 4083	BLMMWPPWOPEX008	Maintenance of Municipal Buildings	Appointment Amount: R 4 280 329.90 Vat Incl. 2023/2024 FY App Date: 04/04/2024 Completion Date: 28/06/2024	100% Completed 4 th Qtr
22.	Renovations of Shatale Regional Office	Shatale	Nkonyanes Enterprise nkonyanesenterprise@gmail.com 069 889 0732 / 067 771 0348	BLMMWPPWOPEX008	Maintenance of Municipal Buildings	Order No. PO 13117 Order Date: 13/10/2023 Amount: R 115 000.00 Completion date: 13/12/2023	100% Completed 2 nd Qtr
23.	Renovations to Dwaarsloop Traffic Office	Dwaarsloop	Melundo Trading moshwaneinno@gmail.com 076 065 6372	BLMMWPPWOPEX008	Maintenance of Municipal Buildings	Order No. PO 13253 (A) Order Date: 13/10/2023 Amount: R 179 325.00 Completion Date: 30/10/2023	100% Competed 2 nd Qtr
24.	Office Repair at Mapulaneng DLTC	Maviljan	Muthevhe Civils nr.sweli@gmail.com 072 952 3220	BLMMWPPWOPEX008	Maintenance of Municipal Buildings	Order No. PO 14645 Order Date: 27/03/2024 Amount: R 274 339.40 Completion Date: 19/03/2024	100% Completed 3 rd Qtr
25.	Removal, Supply & Installation of a Vehicular Gate and Door at Jim Brown Booster Pump Station	Marite	Thabankurhu Enterprise thabankurhuentreprise@gmail.com 072 035 6423	BLMMWPPWOPEX008	Maintenance of Municipal Buildings	Order No. PO 14170 Order Date: 23/02/2024 Amount: R 29 350.00 Completion Date: 19/03/2024	100% Completed 3 rd Qtr

ANNEXURE L

BUSHBUCKRIDGE LOCAL MUNICIPALITY



DIRECTORATE: TECHNICAL SERVICES

SUB DIRECTORATE: CENTRAL ELECTRICAL – MECHANICAL WORKSHOP

Standard Operating Procedure Title	Central Electrical and Mechanical Workshop
Standard Operating Procedure Number	BLMELECTRICAL & MECHANICAL 007
Revision Number	07

SOP No: BLMELECTRICAL & MECHANICAL 07
Effective Date:01JULY2023
Revision No: 07
Title: Central Electrical & Mechanical Workshop

Contents

1 Context

Electricians perform a variety of complex and skilled work in electrical operations, maintenance, alterations and repairs of electrical system and equipment. Installs, maintain, troubleshoots, and repairs of street lights, standby generators and any electrical components, locates and test and repairs malfunctions of electrical equipment. The Electrician also performs skilled electrical work on municipal buildings.

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NO	PROCEDURE	FREQUENCY	RESPONSIBLE PERSON
1.	Procedure for Reporting Faulty Street Lights and		
1.1	A bushbuckridge residence residing in the area where there is a fault, must report this fault telephonically or in person, in any municipal offices.	As and when	Councillor or community member
1.2	On the receipt of the complain the responsible councillor will refer the complain to the electrical unit	As and when	Councillor or community member
1.3	Then the electrical unit must record this complain and send electrical technician to verify the fault within three days of receipt of such complain	As and when	Central Electrical-Mechanical Workshop Manager
1.4	The Electrical Technician would now know the fault whether is a cable fault or lights	As and when	Electrician Technician
1.5	The electrical unit would then place an order with the municipality stores and for proper procedures for ordering please consult the Stores	As and when	Electrician Technician
1.6	The Electrician will replace the lights or cable or fix the fault	As and when	Electrician Technician
2.	Procedure for Reporting Faulty Robots		
2.1	A bushbuckridge residence, driver or traffic officers in the area where there is a fault or a driver of vehicle, must report this fault telephonically or in person in the municipal office or head office	As and when	Anyone
2.2	On receipt of the reported incidence, the manager responsible send the technician for investigation.	As and when	Central Electrical-Mechanical Workshop Manager
2.3	After the fault finding has been finished, if any part of the traffic light needs to be replaced, service provider responsible for traffic lights is sent to fix it.	As and when	Central Electrical-Mechanical

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			Workshop Manager
3.	Procedure for requesting item which are out of stock		
3.1	Write a memo to the Director requesting the item out of stock that needs to be procured	As and when	Electrical Technician
3.2	Take the memo to the Director for approval	As and when	Electrical Manager & Director
3.3	Immediately after Directors' approval, log in to the accounting system using password	As and when	Electrical Technician
3.4	Go to new requisition, create a requisition and post it	As and when	Electrical Technician
3.5	Print the requisition, take it to the Director for approval and the take it to the SCM	As and when	Electrical Technician
4.	High Mast Lighting		
4.1	Testing and Inspection		Electrical Technician
4.2	The cables inside the pole shall be inspected	As and when	Electrical Technician
4.3	Twisted cables shall be untwisted before each subsequent raising and lowering sequence	As and when	Electrical Technician
4.4	The following shall be inspected: <ul style="list-style-type: none"> • Winch gear and housing • Winch cable • Supporting cables • Power cable • Ring assembly • Latching system 	As and when	Electrical Technician

4.5	If problems or deficiencies occur during the testing, the test shall be stopped and the problem or deficiency corrected	As and when	Electrical Technician
4.6	Each ring assembly and supporting cable shall be inspected and adjusted to ensure that the ring is level.	As and when	Electrical Technician
4.7	Appointed Service Provider may assists in case internally cannot be fixed.		Central Electrical and Mechanical Manager
5	Procedure for installation of High Mast Certificate of compliance in fist installation		
5.1	Installation of high masts light/s. <ol style="list-style-type: none"> Project conception and initiation - Allocation of budget to install high mast lights. Project definition and planning - Preliminary planning (feasibility study and designs) after consultant is appointed. Advertisement of tenders which includes tender documents, briefing and compulsory site inspection if possible. Evaluation, adjudication and appointment/s of service provider/s. Project launch or execution - Site hand-over to contractor which includes drawings. Date of commence and completion dates agreement. Construction or execution of the projects. <ul style="list-style-type: none"> • Site Establishment - 5% • Excavation of the pit - 10% • Casting of foundation - 30% • Erection of Mast - 40% • Installation of the light – 13% 	As and when	Electrical Technician/ Central Electrical and Mechanical Manager
5.2	g) Project close - Practical completion (waiting for energization) after cabling– 98% h) Final completion (energization of high masts) – 100%.		Electrical Technician/ Central Electrical

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	Certificate of Compliance shall be issued when: a. The high mast equipment at each high mast pole was tested and inspected b. Each sectional steel high mast lighting pole and raising and lowering equipment passed the proof of performance testing and inspection c. The torque limiter (winch) has been fully tested and verified to be fully functional d. The sectional steel high mast lighting pole jacking and erection procedures have been carried out according to the erection drawings, calculations, and procedures e. At the end of the testing at each sectional steel high mast lighting pole, the ring assembly has been leveled, raised to the top of the pole, and fully and properly docked and latched to the head frame assembly at the top of the pole.		and Mechanical Manager
6.	Procedure for Electrical Maintenance of Municipal Buildings		
6.1	Receive a complaint from municipal employee, supervisor, manager or head of department about any electrical faults	As and when	Municipal Employee
6.2	On the receipt of such complain or report, send electrical employees to do the fault finding	As and when	Electrical Technician
6.3	After the fault finding fix, if any replacement part is needed go to stores for ordering and if parts are out of stock please follow the procedure mentioned in 3.1 – 3.5	As and when	Electrical Technician
7	New Buildings		
7.1	In new erected buildings send qualified electrician to check electrical installations whether they comply with the standards of Electric Regulation	As and when	Central Electrical-Mechanical Workshop Manager

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7.2	If the installation don't meet the requirements the qualified electrician will give the recommendation on what needs to be done for the installations to meet requirements	As and when	Electrical Technician
7.3	If it meets the requirements or the recommendation by a qualified electrician has been implemented issue a certificate of compliance	As and when	Electrical Technician
7.4	In every two years test all the municipal owned buildings and issue Certificate of Compliance when needed.	As and when	Electrical Technician
8	Procedure on Installation of alternative energy e,g generator, solar and etc,		
8.1	<p>Installation of generators.</p> <p>a) Project conception and initiation - Allocation of budget to install generators.</p> <p>b) Project definition and planning - Preliminary planning (feasibility study and designs) consultant may be needed.</p> <p>c) Advertisement of tenders which includes tender documents, briefing and compulsory site inspection.</p> <p>d) Evaluation, adjudication and appointment/s of service provider/s.</p> <p>e) Project launch or execution - Site hand-over to contractor which may includes drawings.</p> <p>Date of commence and completion dates agreement.</p> <p>f) Construction or execution of the projects.</p> <ul style="list-style-type: none"> • Preliminary - 15% • Construction of concrete plinth - 15% • Supply and Install generator - 40% • Installation of cablings and equipment - 20% • Testing and commissioning – 10% <p>g) Project close - Practical completion – 100%</p> <p>h) Final completion – 100%.</p>	As and when	Central Electrical-Mechanical Workshop Manager
9	Monitoring of Eskom Projects		
9.1			Central Electrical-

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	Get information from Councilors to see which villages from Bushbuckridge are not electrified	As and when	Mechanical Workshop Manager/Electrical Technician
9.2	Get list of names of all beneficiaries for the villages from councillors	Annually	Central Electrical-Mechanical Workshop Manager/Electrical Technician
9.3	Write a letter that will be signed by Municipal Manager of the non-electrified villages	Annually	Central Electrical-Mechanical Workshop Manager
9.4	Then signed letter by MM send to Eskom		Central Electrical-Mechanical Workshop Manager
9.5	The Municipality together with Eskom will do a visit in those villages which needs to be electrified to confirm that indeed those villages don't have electricity before project approval	Annually	Eskom/Municipal Electrical Technicians
9.6	Once approved, Eskom will hire a survey and engineer do a design, appoint the contractor, go to the village to hand over the project	Annually	Eskom
10	Implementing of Municipal Projects		
10.1	perform a feasibility study and identify the projects and get names	Annually	Central Electrical-Mechanical Workshop Manager /Electrical Technician

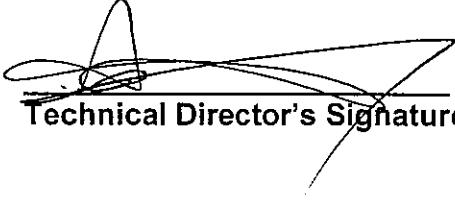
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10.2	Submit to Department of Energy	Annually	Central Electrical-Mechanical Workshop Manager
10.3	Upon approval from Department of Energy indicating how much money they are giving, check how many villages will the money cater for, the villages should also be on IDP	Annually	Central Electrical-Mechanical Workshop Manager
10.4	<p>Municipality will procure consultant for design and contractor for construction of the project.</p> <ul style="list-style-type: none"> • Advertisement of tenders which includes tender documents. • Evaluation, adjudication and appointment/s of service provider/s. 	As and when	SCM
10.5	<p>Project launch or execution - Site hand-over to contractor which includes drawings. Construction or execution of the projects.</p> <ul style="list-style-type: none"> • Preliminary and design – 15%. • Excavation and installation of MV and LV poles – 15% • Stringing of MV and LV conductors – 20% • Installation of transformers and pole boxes – 20% • House connection and meter installation – 10% • Testing and Commissioning – 10% • Project close - Practical completion (waiting for energization) After completion of infrastructure at 98% Eskom is responsible for energizing the project (Switch on electricity to the houses the villages in which municipal project was taking place) to the community and hand over to Eskom once handed over Retention and surety can be released. • Final completion (energization of the project) – 2%. 	As and when	Central Electrical-Mechanical Workshop Manager /Electrical Technician

11.	Procedure for New Eskom Connections Applications		
11.1	Apply or assist with Eskom new connection.	As and when	Electrical Technician
11.2	On the receipt of application form, filled and send it back to Eskom after payment.	As and when	Electrical Technician
11.2	Make a follow up until the new connection is installed,	As and when	Electrical Technician
12	Procedure when there is Power Cuts from Eskom on Municipal Buildings for Non Payment		
12.1	Electrical Unit must get account number of that specific unit that has been disconnected	As and when	Electrical Technician
12.2	Get a statement of Eskom from finance department or ask Eskom to send a statement of account , to see how much that needs to be paid	As and when	Electrical Technician
12.3	Instruct finance department to pay the outstanding amount of the account disconnected	As and when	Electrical Technician
12.4	Send the proof of payment to Eskom for reconnection of electricity	As and when	Electrical Technician
13.	Procedure for Writing Monthly Progress Reports to the Department of Energy		
13.1	Each and every month complete a report about the progress of project that is being done by the municipality on the template received from Department of Energy the template must indicate the following: <ul style="list-style-type: none"> o The amount of money that has been spent for that particular month o The stage of the project o 	Monthly	Central Electrical-Mechanical Workshop Manager

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13.2	Send the completed monthly progress template or report to the MM for approval and signature	Monthly	Central Electrical-Mechanical Workshop Manager
13.3	After the MM has signed the progress report he/she will send it back to the Electric Unit	Monthly	Central Electrical-Mechanical Workshop Manager
13.4	On receipt of a signed progress report from the office of the MM, will send the monthly progress report to the Department of Energy	Monthly	Central Electrical-Mechanical Workshop Manager


Technical Director's Signature

ANNEXURE M



INDIGENT REGISTER: 2023/24

TOTAL RECEIVED	263
TOTAL ACCEPTED	262
TOTAL REJECTED	01

PARTICULARS OF APPLICANTS

NO OF DOC	MUNICIPAL ACCOUNT	ESKOM ACCOUNT NUMBER	SURNAME	NAME	GENDER	MARITAL STATUS	CELLPHONE NUMBER	STAND NO	VILLAGE/TOWNSHIP	WARD NO
AA 01	N/A	04080005160	MATANE	VIOLA	FEMALE	SINGLE	0792248303	159	THULAMAHASHE	36
AA 02	N/A	04233900374	MATHERBULA	CONFIDENCE	FEMALE	SINGLE	071166292/073824803	-	-	-
AA 03	00111906	07103054446	SILAULE	JESSICA	FEMALE	SINGLE	0723143002	340C	MKHUHLU	01
AA 04	N/A	0131037573	LUBISI	FLORENCE	FEMALE	MARRIED	0847410664/0835777863	402	DWARSLOOP	08
AA 05	N/A	07605115778	HATYWAYO	KUYAMUNI	FEMALE	WIDOWED	-	441	ORINOCO A	12
AA 06	N/A	07041798955	MASILANE	MAGARETH	FEMALE	SINGLE	0799339197	178	ORINOCO A	12
AA 07	N/A	04233183716	NDOBELA	SAMUEL	MALE	MARRIED	064664429	A925	MAVILJAN B	09
AA 08	N/A	37201605302	MOKDENA	TUNUNU	FEMALE	SINGLE	0793894271	31	HLALAKAHLE	03
AA 09	N/A	07046104498	SILUBANE	KINDNESS	FEMALE	MARRIED	0715835263	56	HLALAKAHLE	03
AA 10	N/A	07129592668	MKHABELA	SOPHIE	FEMALE	WIDOWED	0726224101	1065	HLALAKAHLE	03
AA 11	N/A	0713744932	MAILA	MAVIS	FEMALE	SINGLE	0664299196	105	HLALAKAHLE	03
AA 12	N/A	04197785506	NDLOVU	SIBONGILE	FEMALE	WIDOWED	0794312450	139	HLALAKAHLE	03
AA 13	N/A	04142150277	MBOYO	NONYAMEKO	FEMALE	SINGLE	0767638601	973	HLALAKAHLE	03
AA 14	N/A	07158878616	LUBISI	OBERT	MALE	SINGLE	0763119179	91	HLALAKAHLE	03
AA 15	N/A	07602004728	SIKUMBANE	JAU	FEMALE	WIDOWED	0728274961	416	CULCUTTA TRUST	03
AA 16	N/A	04236704708	NDLOVU	NITWANANO	FEMALE	SINGLE	0763620099	100	GREENVALLEY	18
AA 17	N/A	04176397125	PEBANE	KENNETH	MALE	MARRIED	0711622795	09	COLLEGE VIEW	09
AA 18	N/A	04270489810	SILUBANE	ESTHER	FEMALE	SINGLE	0726365882	-	LEKANANG	14
AA 19	N/A	01020986673	MAILE	JALEN	FEMALE	WIDOWED	0796449115	H25	LEKANANG	14
AA 20	N/A	04092484759	MKHABELA	SIMON	MALE	MARRIED	0822542012	55	MARITE	04
AA 21	0008497	04137146272	MALUNGANI	GEZANE	MALE	MARRIED	0834991724	544	DWARSLOOP	08

AA 22	N/A	04270477112	SILUBANE	SAINET	MALE	MARRIED	0711547154	408	RELANE TRUST	11
AA 23	N/A	07608243080	MATHEBULA	MALAMBULE	MALE	MARRIED	0711653163	5948	THULAMAHASHE	33
AA 24	N/A	07135954910	MASINGA	LINA	FEMALE	SINGLE	0713050819	25	MASANA TRUST	09
AA 25	N/A	07106910008	SEKGOBELA	NELSON	MALE	MARRIED	0826999959	1	MASANA TRUST	09
AA 26	N/A	22200819262	MOKOENA	HAZEL	FEMALE	SINGLE	0766527770	57	MASANA TRUST	09
AA 27	N/A	07135954220	MATHEBULA	SAINA	FEMALE	WIDOWED	-	-	MASANA TRUST	09
AA 28	N/A	07130646719	LEKHOLENI	LEMITA	FEMALE	SINGLE	07130646719	26	MASANA TRUST	09
AA 29	N/A	04072946559	SEKATANE	BONISI	FEMALE	SINGLE	0760747178	54	MASANA TRUST	09
AA 30	N/A	04073758980	SIWEWA	TYNAH	FEMALE	SINGLE	0715336153	50	MASANA TRUST	09
AA 31	N/A	07605945208	MOENG	THEMBI	FEMALE	SINGLE	0766825756	72	MASANA TRUST	09
AA 32	N/A	04169233154	MOKOENA	MILICENT	FEMALE	SINGLE	07961558889	-	MASANA TRUST	09
AA 33	N/A	07605629877	MTHISI	SHIRLEY	FEMALE	SINGLE	0762813611	6790	MASANA TRUST	09
AA 34	N/A	04273322158	NYABANE	LAZARUS	FEMALE	SINGLE	0730418680	6657	MASANA TRUST	09
AA 35	N/A	04273334674	MASHEGO	RONALD	FEMALE	SINGLE	0762770907	8778	MASANA TRUST	09
AA 36	N/A	04274529124	MHLABINI	ANGELINAH	FEMALE	SINGLE	818024208	57	MASANA TRUST	09
AA 37	N/A	04226173014	MATSANE	LENGOALAMENG	FEMALE	SINGLE	0829760163	2	MASANA TRUST	09
AA 38	N/A	01024507222	NIDHLOVU	THEMBI	FEMALE	SINGLE	0799803359	70	MASANA TRUST	09
AA 39	N/A	041173980956	MATSANE	IDAH	FEMALE	SINGLE	0791220013	C023	MASANA TRUST	09
AA 40	N/A	22203227537	DIBAKOANE	SAM	FEMALE	SINGLE	0713184170	45	MASANA TRUST	9
AA 41	N/A	04273322257	MAYINDI	THEMINAH	FEMALE	SINGLE	0720852286	635	MASANA TRUST	09
AA 42	N/A	01076790367	MALEL	SALOME	FEMALE	SINGLE	0726407817	274	MASANA TRUST	09
AA 43	N/A	37205438956	NYATHI	MAUREEN	FEMALE	SINGLE	0766509829	29	MASANA TRUST	09
AA 44	N/A	04173978838	MNISI	JUDITH	FEMALE	SINGLE	0711394447	C022	MASANA TRUST	09
AA 45	N/A	37200392829	MOGOPANE	ALVA	FEMALE	SINGLE	0826451819	-	MASANA TRUST	09
AA 46	N/A	37178486546	MACHATE	THABISO	FEMALE	SINGLE	0607451957	866	MASANA TRUST	09
AA 47	N/A	04169227332	MAPHANGA	NOMSA	FEMALE	SINGLE	0791208698	367	MASANA TRUST	09
AA 48	N/A	04208805046	MARULE	NOAH	MALE	MARRIED	0825303039	417	MIPHENYATSATI	09
AA 49	N/A	04160074454	MOKOENA	BABOLAYE	FEMALE	SINGLE	0648573730	103	MANDELA VILAGE	09
AA 50	N/A	04169139591	NONYANE	BARIFETSIE	FEMALE	WIDOWED	0764097498	25	MANDELA VILAGE	09

AA 51	N/A	04160074672	MOKOENA	SONICA	FEMALE	WIDOWED	0663512381	88	MANDELA VILAGE	09
AA 52	N/A	0427332894	SWAPI	JABU	MALE	SINGLE	0767463887	237	MANDELA VILAGE	09
AA 53	N/A	22201385733	NYALUNGU	THALITHA	FEMALE	SINGLE	0724804627/0773821780	66	NEWSKOM VILLAGE	09
AA 54	N/A	04273325102	MOKOENA	THATEGO	FEMALE	SINGLE	0767140513/0791643008	1782	MAVILIAN B	09
AA 55	N/A	22201168064	SHAKWANE	MONICA	FEMALE	SINGLE	0835305304	E561	MAVILIAN TRUST	09
AA 56	N/A	14458096549	MASHEGO	CHRISTINA	FEMALE	SINGLE	-	B397	MASANA TRUST	09

AA 57	N/A	013117752010	MASHEGO	GLORY	FEMALE	SINGLE	0725273007	-	MASANA TRUST	09
AA 58	N/A	070965383505	NYATHI	MISHACK	MALE	SINGLE	0724076903	28	MASANA TRUST	09
AA 59	N/A	04073758957	NDLOVU	JEANETT	FEMALE	WIDOWED	0799012168/0720365908	B20	NEWSKOM VILLAGE	09
AA 60	N/A	227032386905	MHAULE	NANATJIE	FEMALE	SINGLE	0665093131/0782466721	-	MATENTENG TRUST	09
AA 61	N/A	37178533982	MIDLULI	TITENG	FEMALE	WIDOWED	0728089252	E220	MATENTENG TRUST	09
AA 62	N/A	22201160110	MASHILE	BAMAKELE	FEMALE	SINGLE	0762290425	154	MATENTENG TRUST	09
AA 63	N/A	01313084848	TIMBA	MANDA	MALE	SINGLE	083749585	227	MATENTENG TRUST	09
AA 64	N/A	04169204122	SEKOLANE	MAKIE	FEMALE	SINGLE	0725647603	36	MATENTENG TRUST	09
AA 65	N/A	01313084863	MANZINI	SPONONO	FEMALE	SINGLE	0721889630	51	MATENTENG TRUST	09
AA 66	N/A	04235747625	SIBIYA	MIRRIAM	FEMALE	SINGLE	0765991985	E89	MATENTENG TRUST	09
AA 67	N/A	07604246335	SAMBO	ELLIOT	MALE	WIDOWED	0722610795	391	MATENTENG TRUST	09
AA 68	N/A	04173982119	NKUNA	KHENSANI	FEMALE	SINGLE	0764718480	A057	MATENTENG TRUST	09
AA 69	N/A	07034372338	MOGANE	RUTH	FEMALE	WIDOWED	0606140866	SHATALE	MATENTENG TRUST	09
AA 70	N/A	04225336081	MASHA	MARIA	FEMALE	WIDOWED	0724175433	B020	MALEPULENG	09
AA 71	N/A	07118683015	MASHIGO	LILLIAN	FEMALE	SINGLE	0715532650	A063	MATENTENG TRUST	09
AA 72	N/A	04275389767	MALAPANE	VICTOR	MALE	SINGLE	0726083932	556	MPHENYATSISI	09
AA 73	N/A	04173976384	NKUNA	NANANA	FEMALE	SINGLE	0818625185	A039	MALEPULENG	09
AA 74	N/A	04160075265	MASHELE	BEN	MALE	SINGLE	0727655346	43	MANDELA VILLAGE	09
AA 75	N/A	04084353707	LURHELE	SIZANI	FEMALE	WIDOWED	0761035661	55	MANDELA VILLAGE	09
AA 76	N/A	04274521394	MASINGA	BRENDA	FEMALE	SINGLE	07220070821	29	MANDELA VILLAGE	09
AA 77	N/A	07605369136	BETTY	MAHOLOBELA	FEMALE	SINGLE	0794578076	44	MANDELA VILLAGE	09
AA 78	N/A	0712628870	MALELE	EMMAH	FEMALE	SINGLE	0712628870	43	MANDELA VILLAGE	09
AA 79	N/A	04160081628	JOYCE	MAILE	FEMALE	SINGLE	0726159907	410	MANDELA VILLAGE	09
AA 80	N/A	22203220144	MERCY	EBYANE	FEMALE	SINGLE	0799925822	288	MANDELA VILLAGE	09
AA 81	N/A	04160084028	DOREEN	MILAZI	FEMALE	SINGLE	0720557140	98	MANDELA VILLAGE	09
AA 82	N/A	04160084051	SINAH	MAPHANGA	FEMALE	SINGLE	0766856565	91	MANDELA VILLAGE	09
AA 83	N/A	04274520545	NYGIRL	MOTUBATSE	FEMALE	SINGLE	0711040550	202	MANDELA VILLAGE	09
AA 84	N/A	07608401944	NWANYOKU	NGOMANE	FEMALE	MARRIED	0823850637	185	WEI FERDEND	34
AA 85	N/A	01082433135	SIBUYI	BONI	FEMALE	SINGLE	0765131679	155	TSUVULANI	12
AA 86	N/A	04107283080	UBISI	MIRIAM	FEMALE	SINGLE	-	20043	TSUVULANI	12
AA 87	N/A	37200814814	MHLANGA	EUNICE	FEMALE	MARRIED	0607926311	354	TSUVULANI	12
AA 88	N/A	01082433887	MATHONSI	RISMATI	MALE	MARRIED	0791095669	227	ORINOCO C	12
AA 89	N/A	04160073393	MKHOMBO	BUSIWE	FEMALE	WIDOWED	0826941145	415	TSUVULANI	12
AA 90	N/A	04226499095	KHOZA	NGOMENI	FEMALE	SINGLE	0722514925/0729365294	425	TSUVULANI	12
AA 91	N/A	01082418342	MAVUNDIA	GETRUDE	FEMALE	SINGLE	0798350120	228	TSUVULANI	12

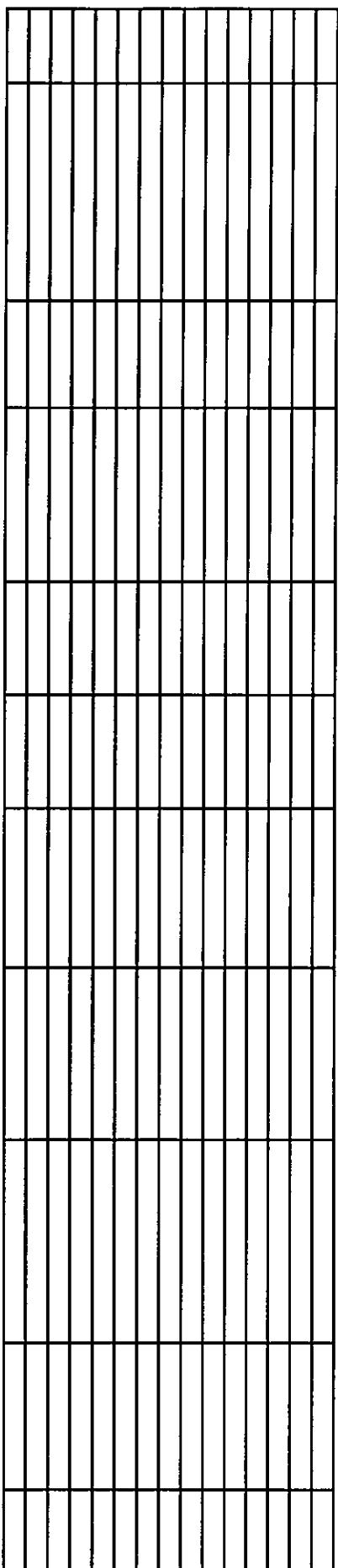
			KHOZA	IDA	FEMALE	SINGLE	0725504323	249	ORINOCO C	12
AA 92	N/A		01082433788						ORINOCO C	12
AA 93	N/A		07608242389	NGOMANA	NKATEKO	MARRIED	0767419398	513	ORINOCO C	12
AA 94	N/A		01316964400	MHLONGO	SUZAN	FEMALE	0739721214	512	ORINOCO C	12
AA 95	N/A		04160081842	MACHUBA	EVELYN	FEMALE	SINGLE	0765993963	BUSHBUCKRIDGE	09
AA 96	N/A		07605365009	SEHLADELA	MABINDA	FAMALE	WIDOWED	0793163812	ALEXANDRA	05
AA 97	N/A		07103072224	MTHETHWA	GODFREY	MALE	SINGLE	08335671571	DWARLSLOP	08
AA 98	N/A		07605116503	MOGANE	CONSTANCE	FEMALE	SINGLE	0733986916	VIOLETBANK	11
AA 99	N/A		04274633678	TJANGELANI	NDLOVU	FEMALE	SINGLE	0763145456	MKHJHLU	25
AA 100	N/A		04248633317	NOMSA	MARYMAKWA.	FEMALE	SINGLE	0792525067	MKHJHLU	25

AA126	N/A	07030739416	MATHEBULA	RAMON	MALE	SINGLE	0720637497	45	ARTHURSTONE	10
AA127	N/A	04208949323	MASILANE	LEANORA	FEMALE	WIDOWED	076378922	34	ARTHURSTONE	10
AA128	N/A	07058348332	SITHOLE	ANNAH	FEMALE	SINGLE	0793342155	49	ARTHURSTONE	10
AA129	N/A	37201604438	MASHIGO	JESTER	FEMALE	SINGLE	0765544968	B55	ARTHURSTONE	10
AA130	N/A	37198524623	NDLOVU	ELIZABETH	FEMALE	SINGLE	0760723579	22	ARTHURSTONE	10
AA131	N/A	07089023399	MATHONSI	RAMEKA	FEMALE	WIDOWED	0797003530	27	ARTHURSTONE	10
AA132	N/A	07058231064	TIBANE	JEANETH	FEMALE	SINGLE	0790255696	48	ARTHURSTONE	10
AA133	N/A	04223152044	KHOZA	ABRIGANE	FEMALE	SINGLE	0791456644	47	ARTHURSTONE	10
AA134	N/A	04208949919	NDLOVU	RIRHANDZU	FEMALE	SINGLE	0764985477	777	ARTHURSTONE	10
AA135	N/A	07089021799	LUBISI	THEMBI	FEMALE	SINGLE	0722381456	30	ARTHURSTONE	10
AA136	N/A	04208949505	LUBISI	NELDAH	FEMALE	SINGLE	0647030380	31	ARTHURSTONE	10
AA137	N/A	37201707579	KHOSA	ORLANDO	FEMALE	SINGLE	0714332407	44	ARTHURSTONE	10
AA138	N/A	04209031394	SOTO	TINYIKO	FEMALE	SINGLE	0790746584	135	ARTHURSTONE	10
AA139	N/A		MAKHUBELE	PRICILLA	FEMALE	SINGLE	0823690945	12	ARTHURSTONE	10
AA140	N/A		LUBISI	THANDY	FEMALE	SINGLE	0716268700	14	ARTHURSTONE	10
AA141	N/A	07088979716	NGWENYA	THOKO	FEMALE	SINGLE		07	ARTHURSTONE	10
AA142	N/A	37198517023	SHONGWE	STEVEN	MALE	MARRIED	0728192461	480	ORINOCO C	12
AA143	N/A	04208804932	MILUNGU	KEVIN	MALE	SINGLE	06065658748	619	ORINOCO C	12
AA144	N/A	01082460112	SIBUYI	FRIEDA	FEMALE	SINGLE	0646167167	391	ORINOCO C	12
AA145	N/A	07113373051	NYATHI	MHAKAMUNI	FEMALE	SINGLE	0646386918	99	ORINOCO C	12
AA146	N/A	37204333332	HLATSWAYO	NANCY	FEMALE	SINGLE	0824752437	467	ORINOCO C	12
AA147	N/A	01082445949	MADASA	HITEKANI	FEMALE	SINGLE	0760885722	94	ORINOCO C	12
AA148	N/A	07605369771	THIBELA	MERRIAM	FEMALE	SINGLE	0790671814	390	ORINOCO C	12
AA149	N/A	07606155468	NTIMANE	SONENI	FEMALE	SINGLE	0713688814	635	ORINOCO C	12
AA150	N/A	07137391475	CHAUKE	MALARIA	FEMALE	SINGLE	0716197758	478	ORINOCO C	12

AA160	N/A	07032500907	GODI	QUEEN	FEMALE	WIDOWED	0826285998	104	NEWINGTON	27
AA161	N/A	37204003547	NDLOVU	PATRICK	MALE	SINGLE	0646131123/0729503832	291	KHOMANANI	27
AA162	N/A	07102369340	SIBIYA	ANITA	FEMALE	SINGLE	0721931355	90A	KHOMANANI	27
AA163	N/A	37201729862	LUBISI	MANDAWU	FEMALE	SINGLE	0720235925/0797188532	295	KHOMANANI	27
AA164	N/A	07102369407	NHLONGO	MANDIA	MALE	SINGLE	0767466052	85A	KHOMANANI	27
AA165	N/A	07609584615	SIBUYI	THEMBI	FEMALE	SINGLE	0714050454	86A	KHOMANANI	27
AA166	N/A	07124030417	SITHOLE	SHINEGIRL	FEMALE	SINGLE	0792991070	361	KHOMANANI	27
AA167	N/A	07115171568	KHOZA	SYLVIA	FEMALE	SINGLE	0629461129	2958	KHOMANANI	27
AA168	N/A	04141637845	MAKURELA	CHIYIWE	FEMALE	WIDOWED	0827976784	62	KHOMANANI	27
AA169	N/A	04271092738	NGOBENI	LESA	FEMALE	WIDOWED	-	65	KHOMANANI	27
AA170	N/A	01076785268	MKANSI	PERCY	MALE	WIDOWED	0765591426	548	KHOMANANI	27
AA171	N/A	07605376545	HOBJANE	NOMVULA	FEMALE	SINGLE	0820656692	190B	KHOMANANI	27
AA172	N/A	07119941453	MKANSI	SINDILE	FEMALE	WIDOWED	0726289408	284	KHOMANANI	27
AA173	N/A	071034633637	MANZINE	RHULLY	FEMALE	SINGLE	-	270	KHOMANANI	27
AA174	N/A	07606540503	MASILELA	MERRIAM	FEMALE	SINGLE	-	234	KHOMANANI	27
AA175	N/A	07608219890	MANZINI	VHUMANI	FEMALE	SINGLE	0775181298	-	KHOMANANI	27
AA176	N/A	07089021989	MATSANE	JAMES	FEMALE	SINGLE	0660393640	76	BUVISONTO	10
AA177	N/A	07133731765	NXUMALO	CLARE	FEMALE	SINGLE	0646030494	163	ORONOCO	12
AA178	N/A	22203161686	MONARENIG	RITABILE	FEMALE	SINGLE	0791258123	393	ORONOCO	12
AA179	N/A	07606528672	KUBAYI	SOPHIE	FEMALE	SINGLE	0796773247	959	ORONOCO	12
AA180	N/A	04275391300	NCINA	GETRUDE	FEMALE	SINGLE	0792102071	-	ORONOCO	12
AA181	N/A	22203119320	THEMBI	SIBUYI	FEMALE	SINGLE	0723613461	-	ORONOCO	12
AA182	N/A	07048153428	MINISI	NOMSA	FEMALE	SINGLE	0766652475	759	ORONOCO	12
AA183	N/A	04271097893	UBISI	TINTSWALO	FEMALE	SINGLE	0713434039	606	ORONOCO	12
AA184	N/A	07124030466	NGWENYA	SARAH	FEMALE	SINGLE	0714201596	338	KHOMANANI	27
AA185	N/A	04154298782	MANZINI	DAVID	FEMALE	SINGLE	0764458411	163	KHOMANANI	27
AA186	N/A	04272890023	MABANGA	MERCY	FEMALE	SINGLE	0762159564	260	KHOMANANI	27
AA187	N/A	04217287533	MATHEBULA	MASAYITI	FEMALE	WIDOWED	0794110199	342	KHOMANANI	27
AA188	N/A	07117779557	KHOSA	ZELIA	FEMALE	WIDOWED	0727246367	744	KHOMANANI	27
AA189	N/A	01015171810	MKANSI	RODGERS	FEMALE	SINGLE	0866898036	262	KHOMANANI	27
AA190	N/A	07087649997	MAVINDI	RESTEL	FEMALE	SINGLE	0767670422	746	KHOMANANI	27
AA191	N/A	37200812081	MADOPI	GIDEON	MALE	SINGLE	0848855704	B799	THULAMAHASHE	37
AA192	N/A	07604248661	MHAULE	VUSI	MALE	SINGLE	0724126977	156	MKHUHLU	1
AA193	N/A	04142255753	NDLOVU	ROSE	FEMALE	SINGLE	08250148672	75C	MKHUHLU	1
AA194	N/A	07609074906	SEOPHANE	ELLAH	FEMALE	MARRIED	076416768	231	CASTEL	14
AA195	N/A	04274536830	MMAMATEPA	FLORAH	FEMALE	SINGLE	0826641034	78/79	CASTEL	14

AA196	N/A	0423027726	MONARENG	ELIZABETH	FEMALE	SINGLE	0722355174	209	CASTEL	14
AA197	N/A	04051507640	SILLIOUS	MAUNYE	MALE	MARRIED	'0760483063	403	CASTEL	14
AA198	N/A	07039520650	MOKOENA	MASILO	MALE	MARRIED	072018828	G160	VIOLETBANK	12
AA199	N/A	07061790049	KHOZA	MAPHOSA	MALE	MARRIED	0824671178	139	DWARSLOOP	8
AA200	N/A	07609045963	MOKOENA	SIMON	MALE	WIDOWED	0732110652	323	CASTEL	14
BB01	N/A	3708195126080	NDZUKULA	FUNGANA	MALE	WIDOWED	0725592489	317	DWARSLOOP	8
BB02	N/A	01081280375	ZITHA	SHAYZANDIA	MALE	MARRIED	0721351546	285 C	MKHUHLU	1
BB03	N/A	01351953580	MANZINI	FELAMANI	FEMALE	WIDOWED	0660422020	740 C	MKHUHLU	1
BB04	N/A	01347814053	MDHLULI	HARRY	MALE	SINGLE	0608349836	259 C	MKHUHLU	1
BB05	N/A	04225054298	NGWENYAMA	HAPPY	MALE	SINGLE	'0828015945	219 C	MKHUHLU	1
BB06	N/A	04091738585	NKUNA	SINDILE	FEMALE	SINGLE	0828670551	B488	MKHUHLU	1
BB07	N/A	04202677144	THELMA	KHOZA	FEMALE	WIDOWED	0766888570	333	KHOMANANI	27
BB08	N/A	22201359563	NDLOVU	NATURE	FEMALE	SINGLE	0768213093	243	KHOMANANI	27
BB09	N/A	04223150071	MASINGA	ANAH	FEMALE	WIDOWED			KHOMANANI	27
BB10	N/A	'07124030383	SIBUYI	EVELYN	FEMALE	SINGLE	0713640785	308	KHOMANANI	27
BB11	N/A	07606159881	MKHONTO	SIDUDLA	FEMALE	WIDOWED	07926159981	91	KHOMANANI	27
BB12	N/A	07046098252	MTHOMBENI	ERIC	MALE	WIDOWED	0798679373	407 A	MKHUHLU	1
BB13	N/A	01348707678	KHOZA	MALHALELE	MALE	MARRIED	07688380598	A12 A	MKHUHLU	1
BB14	N/A	07066171062	KHOSA	DELTON	MALE	SINGLE	0712143777	491 C	MKHUHLU	1
BB15	N/A	07145920950	LUBISI	MASOCHA	MALE	SINGLE	0723832793	1915 B	DWARSLOOP	8
BB16	N/A	04273325177	LEBYANIE	CORDELIA	FEMALE	MARRIED	0648336729	599 A	MAVLIAN	9
BB17	N/A	MMAMAMATEPA	FLORA	FEMALE	SINGLE	0826641034	78/79	CASTEL	14	
BB18	N/A	07611386570	SEHLAEIA	MABINDA	FEMALE	WIDOWED	07933163812	206	ALEXANDRA	5
BB19	N/A	4740101508	BRETTENBACH	JEANETTE	FEMALE	WIDOWED	0769145059	1208	DWARSLOOP	8
BB20	N/A	07129670522	MASHABA	DAVID	MALE	WIDOWED	07629670522	864		3
BB21	N/A		KHOZA	EMELINAH	FEMALE	SINGLE	0769204299	12	CALCUTTA	3
BB22	N/A	04107032577	KHOZA	BETTY	FEMALE	WIDOWED	0725686967	259	CALCUTTA	3
BB23	N/A	07039515395	GRACE	NGOBENI	FEMALE	MARRIED	07039515395	139	CALCUTTA	3
BB24	N/A	01076809894	MARBUZA	PINKY	FEMALE	SINGLE	0711270447	1642	CALCUTTA	3
BB25	N/A	04221587365	MASUKU	EMELIA	FEMALE	MARRIED	0722726282	1314	CALCUTTA	3
BB26	N/A	076117836166			FEMALE	MARRIED	0766380802	1338	MKHUHLU	3
BB27	N/A		NDHLOVU	SAMSON	MALE	MARRIED	0722894310	494	MKHUHLU	3
BB28	N/A	04200991281	BETTY	MARIAM	FEMALE	SINGLE	0726670851	1659	CALCUTTA	3
BB29	N/A	01347403477	RAIDA	NDLOVU	FEMALE	SINGLE	0799150854	1661	CALCUTTA	3
BB30	N/A	01082805280	ZWANE	NONSA	FEMALE	SINGLE	0818522915	20141		36
BB31	N/A	04103352060	LINGWATI	BETTY	FEMALE	SINGLE	0832440267	20130		36
BB32	N/A		UIGWATI	JAMES	MALE	MARRIED	0829535255	101		36
BB33	N/A	4176416123	MAPIYE	ELSIE	FEMALE	WIDOWED	0724387343	207	ROLLE	36

BB34	N/A	01076072832	SIBUYI	CYNTHIA	FEMALE	SINGLE	0723025241	10027	DUMPHRIES
BB35	N/A	04236699137	MANZINI	JAMES	MALE	MARRIED	082953555	101	ROLLE
BB36	N/A	04273325623	MACHABE	LJUNETH	FEMALE	SINGLE	079844295	20130	36
BB37	N/A	04103351054	NANCY	MACHABE	FEMALE	WIDOWED	082095416	363	36
BB38	N/A	04273334312	KHOZA	PATRICIA	FEMALE	SINGLE	0711389372	41104	36
BB39	N/A	04273334312	MACHABE	NANCY	FEMALE	WIDOWED	082095416	363	THULAMATHASHE
BB40	N/A	04103327807	MIDAKA	SAMUEL	FEMALE	SINGLE	0661716804	20130	DUMPHRIES
BB41	N/A	04103352060	MACHABE	LINETH	FEMALE	SINGLE	079844295	30036	THULAMATHASHE
BB42	N/A	04236699137	MANZINI	JAMES	MALE	MARRIED	082953555	101	ROLLE
BB43	N/A	01076072832	SIBUYI	CYNTHIA	FEMALE	SINGLE	0723025241	10027	DUMPHRIES
BB44	N/A	4176416123	MAPIYEYE	ELSIE	FEMALE	WIDOWED	0724387543	207	ROLLE
BB45	N/A	0713124538	MANZINI	JAMES	MALE	MARRIED	082953555	101	ROLLE
BB46	N/A	04103352060	LIGWATTI	BETTY	FEMALE	SINGLE	0832440267	20130	ROLLE
BB47	N/A	01082805282	ZWANE	NOMSA	FEMALE	SINGLE	0818522915	20141	36
BB48	N/A	01347403477	NDHLQVU	JOSEPHINE	FEMALE	SINGLE	0799150854	1661	CALCUTTA
BB49	N/A	04200991281	MDLULI	BETTY	FEMALE	SINGLE	0726670851	1659	CALCUTTA
BB50	N/A	04107010379	NDHLQVU	SAMSON	FEMALE	MARRIED	0722894310	492	MKHURLU
BB51	N/A	076117896166	THOBELA	ADAM	MALE	MARRIED	0766380802	1338	MKHURLU
BB52	N/A	04221587365	MASLUKU	AMELIA	FEMALE	MARRIED	0722726282	1314	CALCUTTA
BB53	N/A	01076809894	MABUZA	PINKY	FEMALE	MARRIED	0711270447	1642	CALCUTTA
BB54	N/A	07039515395	NGOBENI	GRACE	FEMALE	MARRIED	0799432534	139	CALCUTTA
BB55	N/A	04107032577	KHOZA	BETTY	FEMALE	WIDOWED	0723865967	259	CALCUTTA
BB56	N/A		KHOZA	EMELINAH	FEMALE	SINGLE	0763204299	12	CALCUTTA
BB57	N/A	07129670522	MASHABA	DAVID	MALE	SINGLE	0765093761	864	CALCUTTA
BB58	N/A	474010568	BRETTENBACH	NKHENSANI	FEMALE	WIDOWED	0769145059	1208	DWARSLOP
BB59	N/A	07611386520	SEHLABELA	ELIVA	FEMALE	WIDOWED	0793163812	206	ALEXANDRA
BB60	N/A	01082795699	SETALE	JOYCE	FEMALE	SINGLE	0714607937	9	DUMPHRIES
BB61	N/A	01025196286	LUBISI	TRYPHINAH	FEMALE	MARRIED	0721948165	169	ROLLE
BB62	N/A	37200392388	KHOZA	LAINAH	FEMALE	WIDOWED	0724615327	213	ROLLE
BB63	N/A	04196447173	MALAPANE	THEMBA	MALE	SINGLE	0604040135	30023	ROLLE



ID NUMBER	INCOME
9304040410083	R450
0007141161088	R1 440
9707280373086	R-
5406200366088	R2 080
5406060877085	R2 080
6207240384086	R2 080
6107315566083	R2 080
5702190513081	R-
7404120393084	R1 500
6902021514089	R1 400
7804220660085	R500
8410080923082	R1 500
9101130872085	R2 590
6809125924082	R3 080
5803310600088	R2 060
9305050897087	R3 300
6512245273089	R-
5005120588086	R2 080
5702021256082	R2 080
5504115339085	R2 080
4508165515089	R2 598

5803175465089	R2 080
5108025213089	R2 080
4001210443085	R2 200
670105562088	R-
9502031209089	R-
631020417089	R-
5004180189083	R-
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5702021057084	R-
7206150966089	R500
8503171084084	R1 500
8810010667081	R500
7303026164088	R-
9305105882082	R-
68041000752087	R-
5007260264080	R-
8509291024081	R500
5101170174081	R2 100
5812095309087	R2 800
7901130603089	R-
4409110179081	R2 000
8401290756081	R2 000
6204050470089	R2 000
4603151549084	R-
6906160567089	R3 000
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7501095587085	R-
5007020548087	R2 500
4809090201088	R2 000
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9012061135089	R1 000
9309071257089	R1 000
5011200665081	R-
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7404290502084	R-
7607145772088	R350
55070903336081	R2 080
52030311068088	R1 400
5807210541085	R2 000
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8008165456083	R350
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6405150398084	R350
5711095302086	R-
8310260501080	R1 000
6608100891088	R-
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6003045440086	R2 000
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9409240509082	R-
800622062986	R500
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7708031076087	R500
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4912040457080	R2 050
8801121230083	R1 000
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7001020511086	R-
5803070442084	R2 080
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6606066546086	R-
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6903176000081	R-

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8701230748084	R2 120
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9410091156085	R1 060
6901011013086	R-
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7304220377088	R350
3511050121089	R2 100
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7902260577085	R-
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7702021707082	R-
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7402275440080	R370
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7603055616084	R2 000
6301280557089	R2 190
5410101212088	R21 802
5212050696083	R1 100

4009170205089	R1 100
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5911305332083	R2 180
4706265181089	R2 100
	R2 180
3508195126080	R2 100
6302025336086	R2 180
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4912135590083	R2 180
8212265416084	R2 080
7609050415085	R1 060
4603020331085	R2 150
7809210284086	R1 000
520205056086	R2 180
5606280522084	R2 180
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5007215323080	R2 180
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5903250416088	R2 160
5612095592082	R2 180
5012150678084	R2 000

Annexure A

BUSHBUCKRIDGE LOCAL MUNICIPALITY



BUSHBUCKRIDGE
LOCAL MUNICIPALITY

2023/24 FINANCIAL YEAR MDRG PROJECTS PROGRESS

Project No	Project Name	Project Category (Water, sanitation, Roads and Storm water etc)	Project Status	No of Culverts	Work Opportunities Created
MDRG/P1/W1/2023	Installation of 2 x Culverts; Backfilling and Regravelling of Eroded Sections of the Roads (MaF to Mashonamini) - Phase 1 - Ward 1	Culvert Bridge	completed	2 inlets culvert bridge	11
MDRG/P1/W2/2023	Installation of 2 x Culverts; Backfilling and Regravelling of Eroded Sections of the Roads (Vuyelani) – Phase 1 Ward 2	Culvert Bridge	completed	2 inlets culvert bridge	11
MDRG/P1/W4/2023	Installation of 3 x Culverts; Backfilling and Regravelling of Eroded Sections of the Roads (Shatleng to Ka-Ngobe) - Phase 1 - Ward 4	Culvert Bridge	completed	3 inlets culvert bridge	11
MDRG/P1/W5/2023	Installation of 3 x Culverts; Backfilling and Regravelling of Eroded Sections of the Roads (Alexandria Dibhini) - Phase 1 - Ward 5	Culvert Bridge	completed	3 inlets culvert bridge	11

2023/24 FINANCIAL YEAR MDRG PROJECTS PROGRESS

Project No	Project Name	Project Category (Water, sanitation, Roads and Storm water etc)	Project Status	No of Culverts	Work Opportunities Created
MDRG/P1/W6/2023	Installation of 3 x Culverts; Backfilling and Regravelling of Eroded Sections of the Roads (Carton) - Phase 1 - Ward 6	Culvert Bridge	completed	3 inlets culvert bridge	11
MDRG/P1/W7/2023	Installation of 3 x Culverts; Backfilling Stabilisation and Resurfacing of Eroded Sections of the Roads (Mandela to Zone 1) - Phase 1 - Ward 7	Culvert Bridge	completed	3 inlets culvert bridge	11
MDRG/P1/W8/2023	Installation of 4 x Culverts; Backfilling and Regravelling of Eroded Sections of the Roads (Bokhutso Village) - Phase 1 Ward 8	Culvert Bridge	completed	4 inlets culvert bridge	11
MDRG/P1/W10/2023	Installation of 3 x Culverts; Backfilling and Regravelling of Eroded Sections of the Roads (Block C to Block H) - Phase 1 - Ward 10	Culvert Bridge	completed	3 inlets culvert bridge	11

2023/24 FINANCIAL YEAR MDRG PROJECTS PROGRESS

Project No	Project Name	Project Category (Water, sanitation, Roads and Storm water etc)	Project Status	No of Culverts	Work Opportunities Created
MDRG/P1/W11/2023	Re-install the pipeline installation of 5 x Culverts; Backfilling and Regravelling of Eroded Sections of the Roads (Matihule to RDP Clinic) - Phase 1 - Ward 11	Culvert Bridge	completed	5 inlets culvert bridge	11
MDRG/P1/W12/2023	Installation of 3 x Culverts; Backfilling and Regravelling of Eroded Sections of the Roads (Hamalani to Sidlamankosi) - Phase 1 - Ward 12	Culvert Bridge	completed progress	2 inlets culvert bridge	11
MDRG/P1/W13/2023	Re-install the pipeline installation of 5 x Culverts; Backfilling and Regravelling of Eroded Sections of the Roads (Mataalong Primary) - Phase 1 - Ward 13	Culvert Bridge	completed	5 inlets culvert bridge	11
MDRG/P1/W15/2023	Installation of 3 x Culverts; Backfilling and Regravelling of Eroded Sections of the Roads (Brooklyn to Maputha) - Phase 1 - Ward 15	Culvert Bridge	completed	3 inlets culvert bridge	11

2023/24 FINANCIAL YEAR MDRG PROJECTS PROGRESS

Project No	Project Name	Project Category (Water, sanitation, Roads and Storm water etc)	Project Status	No of Culverts	Work Opportunities Created
MDRG/P1/W16/2023	Installation of 4 x Culverts; Backfilling and Regravelling of Eroded Sections of the Roads (Township to Newline Village) - Phase 1 - Ward 16	Culvert Bridge	completed	4 inlets culvert bridge	11
MDRG/P1/W17/2023	Installation of 3 x Culverts; Backfilling and Regravelling of Eroded Sections of the Roads (Happy Dam to Matille Primary) - Phase 1 - Ward 17	Culvert Bridge	completed	3 inlets culvert bridge	11
MDRG/P1/W18/2023	Installation of 2 x Culverts; Backfilling and Regravelling of Eroded Sections of the Roads (Kgapamadi to Graveyard) - Phase 1 - Ward 18	Culvert Bridge	completed	2 inlets culvert bridge	11
MDRG/P1/W19/2023	Installation of 4 x Culverts; Backfilling and Regravelling of Eroded Sections of the Roads (Maxakeni to Masingitana) - Phase 1 - Ward 19	Culvert Bridge	completed	3 inlets culvert bridge	11

2023/24 FINANCIAL YEAR MDRG PROJECTS PROGRESS

Project No	Project Name	Project Category (Water, sanitation, Roads and Storm water etc)	Project Status	No of Culverts	Work Opportunities Created
MDRG/P1/W21/2023	Re-install the pipeline installation of 4 x Culverts; Backfilling and Regravelling of Eroded Sections of the Roads (Castle to Manamoneg) - Phase 1 - Ward 21	Culvert Bridge	completed	4 inlets culvert bridge	11
MDRG/P1/W22/2023	Installation of 3 x Culverts; Backfilling and Regravelling of Eroded Sections of the Roads (Sithari – Dingledale A) – Phase 1 - Ward 22	Culvert Bridge	completed	3 inlets culvert bridge	11
MDRG/P1/W23/2023	Installation of 3 x Culverts; Backfilling and Regravelling of Eroded Sections of the Roads; Reconstruction of the foot bridge (Cork to Graveyard) - Phase1 - Ward 23	Culvert Bridge	completed	3 inlets culvert bridge	11
MDRG/P1/W24/2023	Installation of 2 x Culverts; Backfilling and Regravelling of Eroded Sections of the Roads (Cunningmore A) - Phase 1 - Ward 24	Culvert Bridge	completed	2 inlets culvert bridge	11

2023/24 FINANCIAL YEAR MDRG PROJECTS PROGRESS

Project No	Project Name	Project Category (Water, sanitation, Roads and Storm water etc)	Project Status	No of Culverts	Work Opportunities Created
MDRG/P1/W25/2023	Re-install the pipeline installation of 5 x Culverts; Backfilling and Regravelling of Eroded Sections of the Roads (Shalamuka School) - Phase1 - Ward 25	Culvert Bridge	completed	5 inlets culvert bridge	11
MDRG/P1/W26/2023	Installation of 3 x Culverts; Backfilling and Regravelling of Eroded Sections of the Roads (Vuyelani Primary School) - Phase1 - Ward 26	Culvert Bridge	completed	3 inlets culvert bridge	11
MDRG/P1/W27/2023	Installation of 3 x Culverts; Backfilling and Regravelling of Eroded Sections of the Roads (Qechwayo) - Phase1 - Ward 27	Culvert Bridge	completed	3 inlets culvert bridge	11
MDRG/P1/W28/2023	Installation of 2 x Culverts; Backfilling and Regravelling of Eroded Sections of the Roads (Qechwayo School Phahlane) - Phase1 - Ward 28	Culvert Bridge	completed	2 inlets culvert bridge	11

2023/24 FINANCIAL YEAR MDRG PROJECTS PROGRESS

Project No	Project Name	Project Category (Water, sanitation, Roads and Storm water etc)	Project Status	No of Culverts	Work Opportunities Created
MDRG/P1/W29/2023	Installation of 3 x Culverts; Backfilling and Regravelling of Eroded Sections of the Roads (Wisani Primary) - Phase 1 - Ward 29	Culvert Bridge	completed	3 inlets culvert bridge	11
MDRG/P1/W30/2023	Installation of 3 x Culverts; Backfilling and Regravelling of Eroded Sections of the Roads (Andover Village) - Phase 1 - Ward 30	Culvert Bridge	completed	3 inlets culvert bridge	11
MDRG/P1/W31/2023	Installation of 3 x Culverts; Backfilling Stabilisation and Resurfacing of Eroded Sections of the Roads (Thulamahasne) - Phase 1 - Ward 31	Culvert Bridge	completed	3 inlets culvert bridge	11
MDRG/P1/W33/2023	Installation of 2 x Culverts; Backfilling and Regravelling of Eroded Sections of the Roads (Samson Sibuyi Primary) - Phase 1 - Ward 33	Culvert Bridge	completed	2 inlets culvert bridge	11

2023/24 FINANCIAL YEAR MDRG PROJECTS PROGRESS

Project No	Project Name	Project Category (Water, sanitation, Roads and Storm water etc)	Project Status	No of Culverts	Work Opportunities Created
MDRG/P1/W34/2023	Installation of 2 x Culverts; Backfilling and Regravelling of Eroded Sections of the Roads (Mthembini Primary School) - Phase1 - Ward 34	Culvert Bridge	completed	2 inlets culvert bridge	11
MDRG/P1/W35/2023	Installation of 3 x Culverts; Backfilling and Regravelling of Eroded Sections of the Roads (Hobo High School) - Phase1 - Ward 35	Culvert Bridge	completed	3 inlets culvert bridge	11
MDRG/P1/W36/2023	Installation of 2 x Culverts; Backfilling and Regravelling of Eroded Sections of the Roads (Xilongana Primary School) - Phase1 - Ward 36	Culvert Bridge	completed	2 inlets culvert bridge	11
MDRG/P1/W37/2023	Installation of 4 x Culverts; Backfilling and Regravelling of Eroded Sections of the Roads (Saselani) - Phase1 - Ward 37	Culvert Bridge	completed	4 inlets culvert bridge	11

2023/24 FINANCIAL YEAR MDRG PROJECTS PROGRESS

Project No	Project Name	Project Category (Water, sanitation, Roads and Storm water etc)	Project Status	No of Culverts	Work Opportunities Created
MDRG/P1/W38/2023	Installation of 3 x Culverts; Backfilling and Regravelling of Eroded Sections of the Roads (Ludlow) - Phase1 - Ward 38	Culvert Bridge	completed	3 inlets culvert bridge	11
MDRG/P2/W12/2023	Installation of 3 x Culverts; Backfilling and Regravelling of Eroded Sections of the Roads (Orinoco) – Phase2 - Ward 12	Culvert Bridge	completed	3 inlets culvert bridge	11
MDRG/P2/W7/2023	Installation of 5 x Culverts; Backfilling Stabilisation and Resurfacing of Eroded Sections of the Roads (Shatale Zone 1) – Phase2 - Ward 7	Culvert Bridge	completed	5 inlets culvert bridge	11
MDRG/P2/W8/2023	Installation of 4 x Culverts; Backfilling and Regravelling of Eroded Sections of the Roads (Dwarsloop) – Phase2 - Ward 8	Culvert Bridge	completed	4 inlets culvert bridge	11

2023/24 FINANCIAL YEAR MDRG PROJECTS PROGRESS

Project No	Project Name	Project Category (Water, sanitation, Roads and Storm water etc)	Project Status	No of Culverts	Work Opportunities Created
MDRG/P2/W16/2023	Installation of 2 x Culverts; Backfilling and Regravelling of Eroded Sections of the Roads (Mkhulu Line) – Phase 2 - Ward 16	Culvert Bridge	Completed	2 inlets culvert bridge	11
MDRG/P2/W6/2023	Installation of 4 x Culverts; Backfilling and Regravelling of Eroded Sections of the Roads (Halimata) – Phase 2 - Ward 6	Culvert Bridge	Completed	4 inlets culvert bridge	11

ANNEXURE D

R533 Graskop Road.
Opp Mapulaneng DLTC
Bushbuckridge
Co-ordinates: 31°3'59.796"E 24°50'24"S
Tel: 013 004 0291/92/95



Private bag x 9308
Bushbuckridge
1280
Email:info@bushbuckridge.gov.za
Website: www.bushbuckridge.gov.za

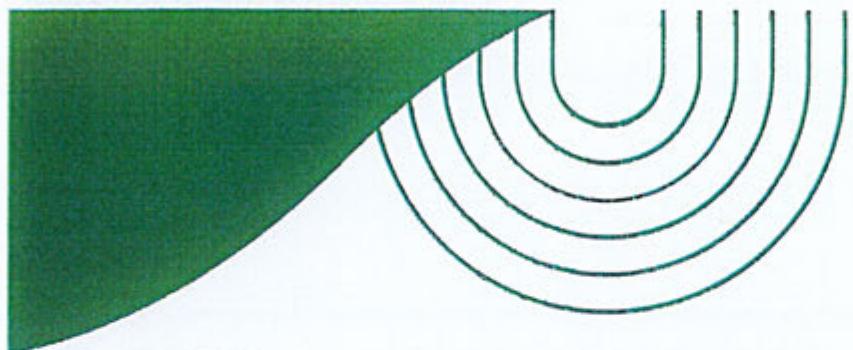
PROJECT SUMMARY: CONSTRUCTION OF ACORNHOEK SPORTS FACILITY PHASE 2

PROJECT INFORMATION

CONSULTANT	MVE CONSULTING ENGINEERS
CONTRACTOR	SASAVONA HOLDINGS
PROJECT CONSTRUCTION AMOUNT	R 40 567 764.75 (VAT Incl.)
APPOINTMENT DATE	14 NOVEMBER 2022
SITE HANDOVER	15 DECEMBER 2022
PROJECT COMMENCEMENT DATE	15 DECEMBER 2022
PLANNED COMPLETION DATE	15 DECEMBER 2023
EXTENDED COMPLETION DATE	24 MARCH 2024
ACTUAL COMPLETION DATE	NONE
PROGRESS TO DATE	38%
EXPENDITURE TO DATE	R 15 053 327.50 (VAT Incl.)
PROJECT BALANCE	R 25 514 437.25 (VAT Incl.)
CHALLENGES	<ul style="list-style-type: none">▪ The contractor surrendered the project due to financial constraints.▪ The contract was terminated amicably.
SOLUTIONS	<ul style="list-style-type: none">▪ Municipality has advertised for appointment of a new contractor.
WORK DONE	<ul style="list-style-type: none">▪ Contractor's site camp establishment.▪ Clearing of site and removal of works.▪ Clearing of site and removal of trees.▪ Earthworks.

	<ul style="list-style-type: none">▪ Excavation of septic tank and backfilling for safety reasons.▪ Excavation for column trenches.▪ Casting concrete for 41 column bases out of 70 columns.▪ Casting concrete for 41 columns at different heights (8m height average) out of 70 columns.▪ Construction of 530m concrete palisade fence.
OUTSTANDING SCOPE OF WORK	<ul style="list-style-type: none">▪ Site establishment.▪ Excavation of outstanding 29 column trenches.▪ Casting concrete for 29 column bases.▪ Casting concrete for 29 columns.▪ Completing casting concrete for 41 columns.▪ Proper backfilling of all columns and compaction in layers.▪ Construction Raker beams.▪ Precast seating.▪ Earthworks for ablution facility, change rooms, running tracks and paved access.▪ Construction of ablution facility, administration and change rooms.▪ Construction of running tracks.▪ Construction of 4 high mast lights.▪ Construction of elevated steel tank.▪ Drilling and equipping of borehole.▪ Construction of septic tank.▪ Sewer and water connections.▪ Construction of paved access road.▪ Electrical connection and installation.▪ Mechanical works.▪ Construction of retaining walls.▪ Re-alignment of artificial turf.▪ Construction of combi courts.▪ Completing of 250m of concrete palisade fence and installation of 2 gates.▪ Installation of clear view fence around the soccer field.▪ De-establishment of site camp.

ANNEXURE P



BUSHBUCKRIDE LOCAL MUNICIPALITY
FLEET MANAGEMENT



BUSHBUCKRIDGE
LOCAL MUNICIPALITY

POLICY AND PROCEDURES
INCLUSIVE OF CODE OF PRACTICE



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1. POLICY STATEMENT

For Bushbuckridge Local Municipality to perform its activities to meet or exceed expectations, it needs resources. Transport has been identified as resource to facilitate the rendering of municipal services. Resources such as vehicles are not available in abundance therefore should be managed in a cost-effective and responsible manner.

The overall management of fleet operations is centralized to fleet management services

This policy serves to regulate the management and operational requirement of the municipal fleet.

2. LEGISLATIVE FRAMEWORK

This policy is informed by inter alia: -

- The Constitution of RSA, 1996.
- THE Local Government Municipal Finance Management Act, 56 of 2003
- The National Road Traffic Act, Act 93 of 1993
- AARTO Act, Act of 1998
- The Occupational Health and Safety Act, Act 85 of 1993
- The National Environmental Act, Act 107 of 1998
- The Local Government Municipal Systems Act, Act 32 of 2000
- Workmen's Compensation Act 30 of 1941 as amended.

3. USE OF MUNICIPAL FLEET VEHICLES

Municipal fleet is provided strictly for official use and shall not for any reason be used for private or any other purpose without obtaining the necessary written authority of the accounting officer or the delegated official.

Municipal vehicles may only be driven by:

- A permanent municipal employee or student who has been tested by the municipality at the municipal testing station and the results satisfies the municipality. A temporary municipal employee who has been tested by the municipality at the municipal testing station and the results satisfies the municipality.
- The following persons will not be allowed to drive a municipal vehicle:
 - (a) Any councilor
 - (b) The Municipal Manager

- (c) Section 57 managers
- (d) All employees who receive travel allowance may not make use of the Municipality's vehicles unless authorized by Municipal Manager thereto, considering then condition under which he/she receive the following allowance, by the head of the department or the directorate concerned.

These exemptions will only apply when official council business must be attended to and if it is cost effective for council with the necessary prior approval by the delegated authority

4. IRREGULAR USE OF FLEET ASSETS.

Should a fleet asset be used in another manner or for another purpose other than as provided for in this Code, such use will be deemed to have been irregular and the driver/ operator, notwithstanding any disciplinary procedures taken against him, shall be held liable for:

- The cost of repair of damage incurred in any accident of claims arising from any such accident in which the fleet asset was involved during such an unauthorized journey or work, and which cannot be recovered from the opposite party; and
- The loss incurred by the Municipality because of such fleet assets being stolen during irregular or authorized journey or work, irrespective of whether the employee was in any way negligent during the time of such theft of such fleet asset.
- The Municipality accepts no responsibility for any third party or other claims arising from such cases, and which are instituted by such unauthorized passengers or next of kin.

5. USE OF MUNICIPAL VEHICLES FOR SOCIAL EVENT AND FUNERALS

5.1 In authorized official having to attend a social event in his/her official capacity may use a municipal vehicle. This should receive a prior written authority from the Accounting Officer or his/her delegates.

5.2 In the event off funeral of a Municipal employee or the councilor, Municipal vehicle may be used for transporting employees attending such funeral service. This should receive a prior written authority from the Accounting Officer or his/her delegates.

5.3 Municipality vehicles may be used for official municipal sporting activities.

6 DRIVING/OPERATING OF FLEET ASSETS

The Fleet Managers must take the necessary measures to ensure that a Municipal fleet asset is only driven/ operated by an employee who is duly authorized thereto and who meet the followings:

- 6.1 Hold valid driver 's license issued in terms of the provisions of the National Road Traffic Act
- 6.2 Is deemed capable to drive/operate such fleet.
- 6.3 Is officially on duty, due regard being had to similar provisions elsewhere code.
- 6.4 Under no circumstances will any official be authorized to drive / operate a municipal vehicle/ motorcycle with a learner driver license.
- 6.5 All Traffic rules and regulations under the National Road Traffic Act 93/1996, including any regulations made applicable to users of municipal vehicles shall always be observed and adhered to by drivers of the Municipal vehicles.
- 6.6 Drivers shall personally be held liable for any fine issued and or penalty that may be imposed by a court of law for an infringement of the National Road Traffic At 93/1996 in respect of speeding vehicles and exceeding speed limits.
- 6.7 Drivers shall not under any circumstance drive municipal vehicle while under the influence of intoxicating liquor, drugs, or substance.
- 6.8 Municipal vehicles drivers are prohibited from carrying any person other than the employee of the municipality.

7 ISSUING OF DRIVER'S TAG

The Fleet Manager must ensure that all drivers are issued driver's tag before driving or operating the fleet.

The driver's tag cannot be shared amongst the drivers.

Should the driver share driver's tag, such practice will be regarded as misconduct and the concerned drivers will face disciplinary actions.

8 AUTHORIZING PROCEDURE FOR THE MUNICIPAL FLEET

8.1 Vehicle inspection

The driver and the official from Fleet Office or the supervisors must always inspect the vehicles to ensure that the vehicle is roadworthy before the vehicle can be used.

Any defects discovered must receive immediate attention and reported to the Fleet and Licensing Officer

8.2 Trip authorization form

Trip authority form will be given to the driver/ operator who meet the necessary requirement to drive or operate the municipal fleet.

No driver or operator will be allowed to drive or operate the municipal fleet without the trip authority.

8.3 Vehicle logbook

Each vehicle should be allocated with logbook

The driver must complete the trip undertaken and fuel utilized by the Municipal fleet on the logbook.

The supervisor must ensure that the information on the logbook is correct by signing the logbook wherever applicable.

Log sheets shall be submitted to the Fleet Management Unit at the end of the month

8.4 Disqualifications for driving /operating and the restoration of status

8.4.1 An employee who suffers from a physical disability must not be allowed to drive/operate a Municipal fleet asset, unless it has been determined beyond all doubt that his/ her disability is of such a nature that it will not entail a risk for the Municipality.

When it is known that an employee suffers from:

- a) Any other element or illness which appears to make him less capable of effectively or controlling a fleet asset.
- b) Or he/ she is addicted to the use of a sedative which has a narcotic effect or if it makes him/ her guilty of the excessive use of strong liquor.

8.4.2 He or she must immediately be withdrawn from all driving /operating tasks.

8.4.3 Such an employee may not be allowed to drive/ operate a fleet asset, unless the Fleet Manager has authorized him/ her with a certificates from a competent, registered medical practitioner from which it is apparent that his/ her condition has been corrected or is under control, as the case may be and he/she is then capable of driving/ operating a fleet asset without posing a risk to other road users, in the case of a motor vehicle, or to the Municipality.

8.4.4 Should it become apparent during a driver's / operator's training courses that an employee is incapable of driving a motor vehicle or operating a machine, he /she must immediately be withdrawn from all driving/ operating duties irrespective of whether he/ she is in possession

- of a valid driver's license or certificates to operate the machine. Such an employee may successfully complete a training course prescribed by the Municipality.
- 8.4.5 In a flagrant manner ruin, neglect, misuse, or use a fleet asset irregularly or drive/ operate such fleet asset recklessly.
 - 8.4.6 Where official has been found guilty of using the municipal vehicle in contravention of any of stipulations of this policy
 - 8.4.7 Such official must immediately be suspended from driving the municipal vehicle until such time as prescribed correctives and reasonable under the circumstances by the unit manager in consultation with the fleet manager.

9 CARE OF FLEET ASSETS

9.1 Regular cleaning.

Municipality's fleet must always be washed and cleaned on a regular basis.

The employee who a fleet asset is assigned, he/she must see to it that the asset is washed and cleaned after use. Drivers and general assistants must be responsible to insure the cleanliness of fleet at their disposal.

9.2 Fleet Management System

The Municipality shall appoint a service provider for the period of three (3) years to render fleet management maintenance and support services.

All minor repairs be finalized within two weeks and major repairs within two-three months.

9.3 Service and repairs

All Municipal vehicles shall be serviced in accordance with this policy and specifications prescribed by the manufacturers.

For the necessary service, repairs and attention, all municipal vehicles shall be taken to municipal mechanical workshop.

If the vehicle is still on maintenance plan, it must be taken to the principal dealer.

The vehicles must be taken to the service provider who has RMI, provided the vehicle is out of maintenance plan.

The referral must be given by the service provider for fleet management and support services.

It is the responsibility of the employee in whose care a fleet asset is placed to, to see to it that the fleet is properly maintained and that it is always Roadworthy and/ or serviceable.

The servicing of and repairs to a fleet asset, whether covered by a manufacturer's guarantee or not, and the removal or placement of components thereof, by any other than in or in conjunction with the Municipality's technician is prohibited.

9.4 Fueling of Vehicles

Each vehicle must have individual fuel card. Supervisors are responsible for fueling of vehicles and ensure safety of the fuel card.

The vehicles must be filled with full tank at the beginning of each week or when does not have sufficient fuel.

All fuel slips must be submitted to Fleet Unit on Wednesdays before 13h00.

10 SAFEGUARD OF FLEET ASSETS, LOADS, PARKING AND BRANDING OF FLEET ASSET

10.1 Safeguarding, and Loads

- Municipal Fleet Assets, with the inspection of accessories and tools, must be Safeguard against theft, damage through irregular use and fire.
- The employee to whom a vehicle is entrusted must personally see to it that the ignition, door, and other keys are kept in safe custody to ensure that they are not lost or do not fall into the hand of authorized persons.
- Should the keys to a motor vehicle be lost, steps should immediately be taken to safeguard the vehicle against theft or authorized use. A written report regarding the circumstances surrounding such loss must be sent to fleet Manager / Fleet Controller in order that he/ she may investigate the matter and give instructions regarding the replacement or otherwise the replacing of the door and locks and petrol tank cover.
- Under no circumstances will fleet keys be left or kept at security gates.
- No persons will be carried with the loads on the vehicles

10.2 Packing

Fleet Assets must be parked or stored within the security areas on their allocated place, with the following exceptions:

When an employee is away from his Home Depot, he/ she must, here possible Park or store the fleet asset within the security area of the municipal property concerned, or business property concern.

10.3 Parking Overnight

Permission may be given for a vehicle to be parked overnight at home of an Official if the following conditions are met.

- a) The location shall be reviewed by the supervisor, and the security must be considered adequate e.g., there is a garage, or lockable gates and supervisor should report such engagements to the fleet management unit.
- b) The member of the staff will be leaving early in the morning or returning late at night. The actual times that this would come into force would be the time when public transport starts/stops.
- c) A signed authority form to park a vehicle at home must be issued. The person responsible for signing trip authorities must sign it. It must be issued for each occasion.

10.4 Branding

Fleet section must ensure that all municipal vehicles are branded with the Municipal logo.

All procured vehicles must be branded before they can be utilized for any municipal operations.

11. VEHICLE KEYS

- All vehicle spare keys will be at the office of the Fleet Manager. All keys for vehicles that are in operation will after work be kept in the office of the supervisors of the vehicles.
- Vehicle keys should not be kept in the security gate.

12. ACCIDENT MANAGEMENT

12.1 Procedures to be followed in an event of accident.

- Any accident or incidents with a Municipal vehicle, no matter how minor and irrespective of whether another party is involved or not, must immediately be reported to the supervisor/fleet Controller within 24hr to the police station.
- A police report that will include ID copy, license copy, AR number and trip authorization must be forwarded to the fleet manager who will take necessary steps to replace or repair the vehicle accordingly.
- The drive must complete insurance accident claim form on time to ensure that the claim is submitted to insurance within 10 days working days. Any third-party claim received shall immediately be submitted to the Fleet Manager within 24 hours.
- In the case of serious or fatal injury, Occupational Health and Safety Officer need to be notified.

- In the case of negligence, the Accounting Officer must appoint the investigation committee to investigate the incident. If the driver found to be guilty a disciplinary measure must be taken.

12.2 Insurance cover

Provision should be made to source out Insurance cover for Municipal fleet with a contract that will not be more thirty-six months.

With the exception of motor vehicle accident in terms of Road Accident Fund Act 56 of 1996 which provides for the payment of damage to third party from the Road Accident Fund for losses or damage as a result of body injury to themselves or the death of or bodily injury of others, the Municipality is comprehensively insured by insurer, it is considered that the Municipality carries its own collision with risks accepts liability for any expenses arising from vehicle collision with the exception of third party claims, claims by opposition parties in respect of the damage to their properties, claims by authorized passengers against the employees who drove the vehicle at the time of collision and in respect of damages to their personal belongings or the loss of or damages to the Municipal property.

The Municipal employees who drive Municipal vehicles and their authorized passengers are covered as follows:

Should an employee be involved in a vehicle collision whilst driving a Municipal Vehicle in the execution of his duties or as an authorized passenger therein and is, as result of collision, charged with criminal offence or if a civil action is Instituted against him by opposite party, the Municipality will arrange, through the offices of the Legal Adviser, that the employee is defended by Municipal Legal representative.

If injured during such collision, he / she shall be deemed to have injured while on duty and the matter will be handled in accordance with the provisions of the Workmen's Compensation Act 30 of 1941 as amended.

12.3 Forfeiture of cover

The cover mentioned in the above paragraph is not applicable to the driver of a Municipality vehicle if he:

Intentionally damages a vehicle.

Neglects to comply with the provisions of the paragraph and the Municipality incur loss or damages because of such neglect.

He or she was under the influence of intoxicating liquor or drug having a narcotic effect.

Is found by criminal court of reckless or negligent driving.

13. VEHICLE REPLACEMENT

Asset and Fleet Management must follow the normal Supply Chain management procedure for disposal of fleet.

Economic life assessment should be performed to determine the economic service life expectancy of vehicles and plant under their specific operating conditions.

Vehicles are replaced in terms of the council's replacement schedule and generally not before the expiration of the period as indicated in hours/kilometers/years as set out hereunder in the replacement schedule.

Replacement Criterion table

VEHICLE GROUP	CRITERIA	REPLACEMENT
Cars, and LDV's	1.Age	8 years
	2.Km	200 000Km
	3.Mech. evaluation	60%
Trucks	1.Age	10 years
	2.Km	300 000Km
	3.Mech. evaluation	60%
Earth moving equipment	1.Age	15 years
	2.Km	15 000hrs
	3.Mech. evaluation	60%
Rollers, and trailers	1.Age	8 years
	3.Mech. evaluation	60%

Council Approval

Date

BUSHBUCKRIDGE LOCAL MUNICIPALITY



COUNCIL RESOLUTION

RESOLUTION NUMBER : BLM 223/14/05/24/2023/2024

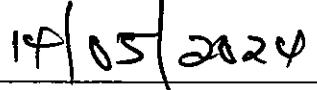
DATE OF THE COUNCIL MEETING : 14/05/2024

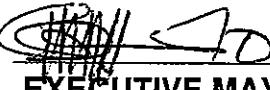
SUBJECT: REVIEWED FLEET MANAGEMENT POLICY

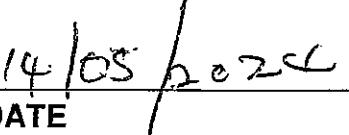
RESOLUTION

Council notes and approves the Revised Fleet Management Policy.


MUNICIPAL MANAGER


DATE


EXECUTIVE MAYOR


DATE