NAMA KHOI MUNICIPALITY

Oversight Report 2020/2021

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1. Introduction

To inform Council about the work of the Municipal Public Accounts Committee(MPAC) and to make recommendations to Council as required in terms of Section 129(1) of the *Local Government: Municipal Finance Management Act*,2003 (Act 56 of 2003).

2. Purpose

The purpose of MPAC is to submit an Oversight Report on the Annual Report 2018/2019 in terms of Section 129 of the MFMA.

MFMA Circular 11 states that "The MFMA now requires the municipality to report on all aspects of performance providing a true, honest and accurate account of the goals set by council and the success or otherwise in achieving these goals"

3. Municipal Public Accounts Committee(MPAC)

Council is vested with the responsibility to oversee the performance of their respective municipality as required by the Constitution, the Municipal Finance Management Act (MFMA) and Municipal Systems Act. This oversight responsibility of council is particularly important for the process of considering annual reports.

In terms of a Council resolution a MPAC was established in terms of Section 79 of the Structures Act of 1998, which consists of the following members:

- Councilor JE Van den Heever - (Chairperson)
- Councilor RF Adams
- Councilor WC Britz
- Councilor KA Polori

The role of MPAC is to serve as an oversight Committee and to review Nama Khoi Municipality's Annual Report with specific focus on the financial aspects as contained in the Auditor-General's Annual Financial Statements and also when instructed by the Council to advise Council in respect of unauthorized, irregular or fruitless and wasteful expenditure in terms of Section 32(2) of the Municipal Financial Management Act (MFMA).

Oversight in the Municipality enables the Council to:

1. Gain the trust of the voters on good governance related to public resources
2. To improve service delivery and performance
3. To hold the executive and administration accountable for their stewardship on policy implementation and use of municipality funds
4. To enables councilors to evaluate the performance of the municipality against the set and agreed targets
5. To report on performance of the municipality to their constitutions
6. To enhance the integrity of the municipality and thereby installing confidence by the local communities

The main functions are:

- Review and analyze the Annual Report
- Receive and consider inputs on the Annual Report
- Prepare the Draft Oversight Report
- To undertake an investigation referred to it through a resolution of Council, in respect of Section 32(2) of the MFMA or any area within its Terms of Reference area of responsibility with a view to recommend to Council whether such expenditure is irrecoverable or not.

4. Annual Report 2020/2021

The Annual Report complies with the requirements of the *Local Government: Municipal Finance Management Act*, 2003 (Act 56 of 2003) and with National Treasury (NT) guidelines for annual reports. The MPAC notes specifically that the information required to be included by the *Local Government: Municipal Finance Management Act*, 2003 (Act 56 of 2003) is not all included. More specifically, the 2018/2019 Annual Report contains the following chapters. Comments of the committee included.

See attached checklist , Oversight Comments and Minutes

5. Annual Report 2020/2021 Consultation Process

DATE	ACTIVITY
31 May 2022	Draft Annual Report 2020/2021 tabled and referred to MPAC to perform oversight on Report.
03 June 2022	Advertisement for inputs(last date 08 July 2022)
27July 2022	First Oversight Meeting – Annual Report contents compared to checklist of COGHSTHA
27 July 2022	Summary of outstanding and incomplete information

6. Conclusion

In terms of Section 129(1) the Local Government: Municipal Finance Management Act, 2003(Act 56 of 2003) it is stipulated that the Council of a Municipality must consider the annual report of the municipality by no later than two months from the date on which the annual report was tabled in 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

7. Recommended resolution to Council

MPAC recommends the following to the Council of Nama Khoi Municipality:

- That the Council, having fully considered the Oversight Report on the Annual Report 2020/2021 of the Municipality adopts the Oversight Report, but concerns be noted.
- That Council, having fully considered the Final Draft Annual Report 2020/2021, adopts the Annual Report 2020/2021 without any reservations
- That the Oversight Report 2020/2021 be made public in accordance with Section 129(3) of the MFMA, 56 of 2003.
- That the Oversight Report on Annual Report 2020/2021 be submitted to the Provincial Legislature in accordance with Section 132(2) of the MFMA, 56 of 2003.

8. Annexures

Annexure A: Resolution of Council Meeting 31 May 2022

Annexure B: Advertisement

Annexure C: Questions and Comments

REVIEWED AND SIGNED BY MPAC CHAIRPERSON: ....

(COUNCILOR JE VAN DEN HEEVER)

DATE:

DRAFT ANNUAL REPORT 2020/21 – OVERSIGHT- COMMENTS

Question 1 .

The Annual Financial Statements was tabled to Council on 31 August 2021. A request was received for extension and Council granted extension until 15 October 2021 for the submission of the Annual Financial Statements. The Annual Report was submitted to the AG with the financial statements on the 15th of October 2021.

Chapter 2.

Question 4.

The Performance Management Officer reports that no information was received after many requests and phone calls. The Head of Department Technical Services was responsible for the information.

Question 5.

Due to the Covid-19 pandemic the Community Participation Process was performed electronically. The Following communication mediums were used in conducting the process.

- NFM Radio station.
- Ward Committees and Councillors sent inputs via e-mail.

Question 11

No information is shared in the report with regards to public satisfaction on municipal services.

The Performance Management Officer reports that a new KPI has been added to the Service Delivery and Budget Implementation Plan to address the above mentioned.

Chapter 4.

Question 15

The report does provide information pertaining to the implementation of an effective performance management system. The municipality does have a lot of challenges with regards to the implementation of the system. The introduction of the Performance Management System to all Officials of Nama Khoi Local Municipality has been postponed until 01 July 2023.

Question 17

The training gaps and needs were not identified.

Chapter 6.

Question 21

The remedial action is not included in this report and this can be attributed to the fact that the AG report of 2020/21 was tabled to Council late in April 2022. There has been engagements with the AG and National Treasury and an action plan was composed in collaboration with Treasury and the AG. The progress of OPCAR is available and can be obtained from the finance department.

Question 28

Pages 53-56 entails the Audit Committee Annual Report , but it is important to know that the recommendations is not listed properly.

Question 29

Appendix H is not applicable to Nama Khoi Local Municipality.

VOLUME 2

Question 42

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MPAC CHAIRPERSON
JE VAN DEN HEEVER

NAMA KHOI MUNISIPALITEIT

PUBLIC NOTICE / PUBLIEKE KENNISGEWING

NO: 63|2022

2020/2021 JAARVERSLAG

2020/2021 ANNUAL REPORT

Ingevolge Artikel 21(a) van die Wet op Munisipale Stelsels, Wet 32 van 2000, saamgelees met Artikel 127(5)(a) van die Wet op Munisipale Finansiële Bestuur, Wet 56 van 2003, word lede van die publiek, gemeenskappe binne die regsgebied van Nama Khoi Munisipaliteit, regeringsinstansies en die privaatsektor uitgenooi om kommentaar op die Jaarverslag van die 2020/2021 finansiële jaar te lewer.

Die verslag kan besigtig word by al die munisipale dienspunte, asook op die amptelike webblad van Nama Khoi Munisipaliteit:

Springbok	Nababeep	Matjieskloof
Concordia	Steinkopf	Bergsig
Komaggas	Okiep	

Skriftelike kommentaar/insette kan aan die kantoor van die Munisipale Bestuurder, Posbus 17, SPRINGBOK 8240 gerig word of epos gerig na judith.hollenbach@namakhoi.gov.za

Die sluitingsdatum vir kommentaar en insette is Vrydag, 08 Julie 2022 om 15:45.

DC MAGERMAN
WAARNEMENDE MUNISIPALE BESTUURDER

NAMA KHOI MUNICIPALITY

PUBLIC NOTICE / PUBLIEKE KENNISGEWING

NO: 63|2022

2020/2021 JAARVERSLAG

2020/2021 ANNUAL REPORT

In terms of section 21(a) of the Municipal Systems Act, Act 32 of 2000, read with section 127(5) of the Municipal Finance Act, Act 56 of 2003, members of the public, communities within Nama Khoi Municipality, government institutions, the private sector and civil society are hereby invited to comment on the Annual Report for the 2020/2021 financial year.

The report can be accessed at the following municipal service points offices and also on the official web site of Nama Khoi Municipality:

Springbok	Nababeep	Matjieskloof
Concordia	Steinkopf	Bergsig
Komaggas	Okiep	

Written comments must be addressed to the office of the Municipal Manager, PO Box 17, SPRINGBOK, 8240 or send an email to judith.hollenbach@namakhoi.gov.za

The closing date for submissions of comments and representations is Friday, 08 July 2022 at 15:45.

DC MAGERMAN
ACTING MUNICIPAL MANAGER

NAMA KHOI MUNISIPALITEIT
VAKANTE POS
DEPARTEMENT: TEGNIESE DIENSTE

Nama Khoi Munisipaliteit is 'n gelyke geleentheid en regstellende werkgewer. Aansoeke moet gerig word op die voorgeskrewe aansoekvorm van die Raad verkrygbaar by alle Dienspunte en Hoofkantoor in Springbok, in eie handskrif met 'n volledige CV word ingewag van toepaslike gekwalifiseerde persone om aangestel te word in bogenoemde betrekking.

POSBESKRYWING: AFDELINGSHOOF: ELEKTRIESE DIENSTE (VERW 66/2022)

VERSLAGDOENING AAN: DEPARTEMENTSHOOF: TEGNIESE DIENSTE

VOORGESKREWE MINIMUM KWALIFIKASIES/ ERVARING:

- B Graad in Elektriese Ingeneurswese (NQF 7), Geregistreerd by die Ingeneursraad van Suid-Afrika,
- Moet in besit wees van 'n ***Government Certificate of Compliance***
- 5 jaar toepaslike spesialis ervaring waarvan 3 jaar in 'n bestuursposisie,
- Kode 10 bestuurslisensie,
- Deeglike kommunikasievaardighede, Sterk administratiewe, organisasie, analitiese en probleemoplossingsvaardighede,
- Goeie interpersoonlike verhoudinge, Verslagskryf en voorleggingsvaardighede,
- Goeie bestuursvaardighede en leierskap,
- Vermoë om in projekspanne saam te werk,
- Deeglike kennis van die MFMA, relevante wetgewing en regulasie.

SLEUTELPRESTASIE AREA:

- Bestuur en kontrolering van afdeling.
- Bestuur van Afdeling se begroting,
- Verseker voertuigbeheer,
- Voorsien administratiewe funksie,
- Bestuur van Personeel, Kommunikeer en skakeling met verskillende afdelings,
- Bestuur en toesighouding van kapitaal projekte en Monitor kontrakprestasiebestuur,
- Versladoening aan Hoof van Departement: Tegniese Dienste.

SALARIS: T15 Kerf 1 plus motortoelaag

AANSOEKE MOET GERIG WORD AAN:

Belangstellendes kan 'n volledige aansoek wat insluit 'n voorgeskrewe aansoekvorm van die Raad, CV met gewaarmerkte afskrifte van kwalifikasies, ID, Bestuurslisensie en alle relevante dokumente rig aan: Mnr D C Magerman, Wnde Munisipale Bestuurder, Posbus 17, Springbok, 8240.

NOTA: Geen fakse en e-pos aansoeke sal aanvaar word:

- Die Munisipaliteit het die reg om nie hierdie vakature te vul nie asook om die kwalifikasies te verifieër.
- Daar sal net met gekortlyste kandidate korrespondeer word.
- Aansoekers wat nie binne 30 dae vanaf sluitingsdatum gekontak word moet aanvaar hul aansoek is onsuksesvol.
- Alle navrae moet gerig word aan: Mnr. J Makaza, Afdelingshoof: Menslike Hulpbronne Tel: 027 718 8131

SLUITINGSDATUM: 20 JUNIE 2022 OM 12:00 VM

MNR D C MAGERMAN
WNDE MUNISIPALE BESTUURDER

MINUTES OF MUNICIPAL PUBLIC ACCOUNTS COMMITTEE

27 JULY 2022

Item	Discussions and Resolutions	Responsible person	Due Date/Progress
1.Opening and Welcoming	The Chairperson opens the meeting with prayer. The Chairperson welcomes the Committee members and declares the meeting as constituted.		
2. Present	1. JE Van den Heever - Chairperson 2. RF Adams- MPAC Member 3. WC Britz - MPAC Member 4. L Harvey- Admin 5. V Louw- Practical Student		
1. Apologies	Councillor KA Polori could not attend due to other commitments.		
2. Adoption of Agenda	The agenda is adopted with the addition of the following point. 1. Extension of MPAC Committee Proposer: Councillor RF Adams Second: Councillor WC Britz		
3. Irregular Expenditure 2019/20	The Irregular Register of 2019/20 was investigated by the Municipal Public Accounts Committee on the 24th of June 2022. The payment made to the supplier Infinite FX Pty Ltd has not been finalised due to outstanding information. With the assistance from National Treasury the report was concluded and can now be tabled to Council for approval.		

Item	Discussions and Resolutions	Responsible person	Due Date/Progress
	The Municipal Public Accounts Committee has conducted a thorough investigation and recommends that Council approves the write off for the amount of R365 290.00. See attached report with annexures as evidence. Proposer: Councillor WC Britz Second: Councillor RF Adams		
4. Draft Annual Report 2020/21	The Draft Annual Report 2020/21 was tabled to Council on 31st of May 2022. The report was referred to MPAC for oversight on the report. The Draft Annual Report 2020/21 was circulated to MPAC members in advance. Administration has provided MPAC members with a checklist that is used as tool to perform oversight on the Draft Annual Report 2020/21. The Municipal Public Accounts Committee has gone through the checklist and commented where applicable. See attached checklist with comments as proof that oversight has been performed on the Draft Annual Report 2020/21 by the Municipal Public Accounts Committee. The Municipal Public Accounts Committee proposes that Council approves the oversight report that was conducted by the Committee. Proposer: Councillor WC Britz Second: Councillor RF Adams		

Item	Discussions and Resolutions	Responsible person	Due Date/Progress
5. Extension of MPAC Membership.	The Chairperson expresses his concerns to the Committee with regards to the availability of Councillors when the Municipal Public Accounts Committee must conduct investigations. He is fully aware of the workload that Ward Councillors has and understands that they are not always available. With the above being said the Chairperson is of the opinion that the membership number of the committee should increase, in order to ensure that the progress the Committee has made thus far is not hampered. Councillor RF Adams enquires with regards to the maximum membership number the Committee is allowed. The Chairperson explains that the Council consist of 17 members and because of this the membership number of MPAC can be a total of 9 members. After thorough discussions the Committee is in agreement that the membership number of MPAC should be extended. Councillor RF Adams proposes that the MPAC Committee should be extended to the total of 6 members. The Municipal Public Accounts Committee therefor recommends that Council approves the extension of the membership number. Proposer: Councillor RF Adams Second: Councillor WC Britz		
6. Closing	The Chairperson thanks the Committee for their attendance and inputs. Meeting adjourned.		

27.07.2022