



**BREED VALLEY**

MUNICIPALITY • MUNISIPALITEIT • UMASIPALA

# **Municipal Public Accounts Committee**

**OVERSIGHT REPORT ON THE ANNUAL REPORT 2019-2020**

**A caring valley of excellence**

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*To report to  
Council the  
Oversight Report  
in respect of the  
2019-2020  
Annual Report  
for the Breede  
Valley  
Municipality*

## Introduction

### Strategic Key Focus

The Municipal Finance Management Act (MFMA) assigns specific oversight responsibilities to Council with regards to the Annual Report and the preparation of an Oversight Report.

Council approved the establishment of the Municipal Public Accounts Committee in November 2013, "inter alia" to consider the Annual Reports. In terms of Council resolution C64/2016 discussed by the Council at the Council Meeting held on 23 August 2016, that in respect of the MPAC Committee: 1) MPAC consist of 10 (ten) members as follows: • 5 DA Councillors • 1 Councillor of each other parties/independent. 2) Cllr N Nel be appointed as the MPAC Chairperson. 3) That the position of Chairperson of MPAC be remunerated in accordance with Government Notice 1271 dated 21 December 2015 (Determination of Upper Limits of salaries, allowances and benefits of Councillors) as a part-time Councillor Chairperson of section 79 Committee. Cllr N Nel accepted the Nomination of Chairperson of MPAC.

Acting in terms of section 59 of the Systems Act, and subject to the following conditions, Council has delegated the following powers, functions and duties to the Committee:

- Review the financial statements and audit reports of the Municipality , consider developments since previous statements and reports, and evaluate the extent to which recommendations have been implemented.
- Consider and evaluate the Municipality 's Annual Report, and as an oversight committee to make recommendations to Council when it adopts the Oversight Report on the Annual Report in terms of section 129 of the Municipal Finance Management Act.
- Review and follow up past recommendations on the Annual Report.
- Develop an annual work programme, including a monitoring mechanism (subject to the Council's approval), linked to Council's planning cycle, and concluding with the Committee's recommendations on the oversight report.
- Promote good governance, transparency and accountability regarding the use of municipal resources.
- When instructed by Council, investigate and advise Council in respect of unauthorised, irregular or fruitless and wasteful expenditure in terms of section 32(2) of the MFMA.
- Report to Council quarterly or soon thereafter when Council has a sitting, and when deemed necessary on any matter within the terms of reference of the Committee.




- Request Councillors and/or officials of Council through the office of the Municipal Manager and the Speaker to provide input and advice to the Committee on matters as discussed on the agenda.
- Determine its own operational procedures in line with the Rules of Order for Council.
- Investigate any matter as instructed by Council, within its delegated authority.
- Obtain any information from and have access to any Councillor and or/employee through the Speaker and the Municipal Manager and direct all Councillors and employees to co-operate with any request made by the Committee within its delegated authority.
- Consider the reports of the Auditor-General and make recommendations thereon in terms of the applicable legislation to Council.

## Legislation and Guidelines

The Executive Mayor of the Breede Valley Municipality has, in terms of section 127 (2) of the Municipal Finance Management Act, 56 of 2003 (MFMA), read with section 58 of the same Act, tabled the draft Annual Report for the period ended 30 June 2020 before Council at its meeting held on 30 March 2020. The Annual Report was prepared in terms of section 121 of the MFMA and section 46 of the Municipal Systems Act, 32 of 2000 (MSA). Section 129 of the MFMA requires the Council of a municipality to consider the Annual Report and by no later than two months from the date on which the Annual Report was tabled in the

*The statutory authority to adopt an oversight report in respect of the Annual Report 2019-2020 rest with the municipal Council.*

Council in terms of section 127 of the MFMA, adopt an Oversight Report containing the Council's comments on the Annual Report, which must include a statement whether the Council

-  approved the Annual Report with or without reservations;
-  rejected the Annual Report; or
-  referred the Annual Report back for revision of those components that can be revised.

In terms of the MFMA Circular 32, to approve the Annual Report without reservations, Council should be able to agree that the information contained in the report is a fair and reasonable record of the performance of the municipality in the financial year reported upon.

Immediately after the Annual Report has been tabled in Council, the Municipal Manager in accordance with Section 21A of the Municipal Systems Act, 32 of 2000 (MSA), must make the draft Annual Report public and invite community members to comment and/or give inputs.

**The notice for public comments and/or inputs were advertised on 01 April 2021 in the Worcester Standard. An extended period for public inputs and/or comments were given until 15 April 2021. Up until the closing date, no public comments and/or inputs had been received.**

## Timeframes for compilation of the Annual Report 2019-2020

Activity	Responsible person/s	Deadline	Comment
Opening of Ignite system for KPI updates to be conducted	All Directors, Managers, Ignite users, PMS Office	01 July 2020	Please note that prior periods will also be opened to grant users the opportunity to update KPI's that have not yet been updated. Top-layer (TL) KPI's relating to prior periods, should not be amended without informing the PMS Office.
Circulate 19/20 AR departmental input template(s) to all Directors & Managers	Ignite Advisory Services, PMS Office	03 - 06 July 2020	Inception of 19/20 AR compilation process.
Closing of Ignite system for final quarterly and year-end KPI updates	All Directors, Managers, Ignite users, PMS Office	20 July 2020	Ensure that all KPI's on IGNITE is correctly and accurately updated. Please note that ALL prior periods will close on this date.
Ensure that accurate Portfolios of Evidence (POE's) and Standard Operating Procedures (SOPs) exist for all TL and National KPI's	All Directors, Managers, PMS Office	24 July 2020	POE's must be aligned to the "Source of Evidence" description as depicted on the Ignite system. The PMS Office is in process of finalising the draft SOPs for submission to

			Directors and applicable Management.
Approval (sign-off by Directors) and submission of all POE's and SOPs	All Directors, PMS Office	24 July 2020	Approved POE's can be uploaded on the Ignite system, whilst the SOPs must be submitted to the PMS Office.
Submission of all 19/20 AR departmental input templates (Financial Services input templates and any other departmental input template predominantly reliant on input from Financial Services will be granted exemption)	All Managers, Directors	07 August 2020	To ensure that credible and accurate information is encapsulated in the 19/20 AR.
Submission of all statistical information for 19/20 AR	PMS Office	07 August 2020	To ensure that credible and accurate information is encapsulated in the 19/20 AR.
Submission of 19/20 AR departmental inputs (Financial Services and others as mentioned in point 6)	Financial Services & Directorates that have not yet submitted inputs	13 August 2020	To ensure that credible and accurate information is encapsulated in the 19/20 AR.
Submission of Draft 19/20 AR to all Directors for review	Ignite Advisory Services, PMS Office	17 August 2020	Quality review of Draft AR
Feedback on Draft 19/20 AR by all Directors	All Directors	21 August 2020	To promote a high-quality product.

Incorporation of final feedback into Draft 19/20 AR, final quality review and submission thereof to the PMS Office	Ignite Advisory Services, PMS Office	28 August 2020	Good quality
Draft 19/20 AR submitted to AG	Director SSS/CFO	31 August 2020	To ensure legal compliance with the MSA and MFMA.
Continual quality review of 19/20 AR (exclusive of the S46 Annual Performance Report – Chapter 3)	Directors, Managers, Ignite Advisory Services, PMS Office	September 2020 – November 2020	To ensure legal compliance with the MSA and MFMA.



## Meetings of the MPAC

Activity	Activity	Date	Chair
Analysis of the Annual Report for the year ended 30 June 2020, Engagement between MPAC and Management	Resolved	06 April 2021	Cllr N Nel
Analysis of the Annual Report for the year ended 30 June 2020, engagement between MPAC and Management	Resolved	07 April 2021	Cllr N Nel
Analysis of the Annual Report for the year ended 30 June 2020, engagement between MPAC and Management	Resolved	08 April 2021	Cllr N Nel
Analysis of the Annual Report for the year ended 30 June 2019, engagement between MPAC and Management / Conclude on the Oversight Report of the AR 2019-2020	Resolved	19 April 2021	Cllr N Nel

## Attendance of Councillors: Four (4) MPAC meetings

No of meetings	Councillor Name & Surname	Political Party
4 out of 4	Naomi Nel	VF+
3 out of 4	Vanessa Ida Mngcele	EFF
0 out of 4	Joffrey Rumark Jack	DA
3 out of 4	Mac-Lizia Jacobs	DA
4 out of 4	Torique Moegammad Wehr	DA
4 out of 4	Esme van der Westhuizen	DA
4 out of 4	Luwellyn Willemse	DA
3 out of 4	Jerrie Robinson	PDM
3 out of 4	Nobantu Margaret Bushwana	ANC
0 out of 1	Colin Frederick Wilskut	BO
3 out of 3	Nik Wullschleger	BO

✚ Cllr. NJ Wullschleger replaces the vacant position of Cllr. CF Wilskut (BO).

## **Engagement between the MPAC and Management (MPAC Minutes)**

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**TUESDAY, 06 APRIL 2021 till THURSDAY, 08 April 2021 at 10:00 – 16:00**

**in the COUNCIL CHAMBERS, CIVIC CENTRE,  
30 BARING STREET, WORCESTER**

### **1) OPENING AND WELCOME**

The Chairperson, Cllr N Nel opened the meeting with a word of gratitude and requested Cllr J Robinson to open the meeting with prayer. A moment of silence was requested by Cllr T Wehr.

The Chairperson reminded the Committee of the roles and responsibilities of the Committee and that it must be done in good order. She urged the members to come prepared to the meetings.

### **2) OFFICIAL NOTICES**

#### **2.1 Disclosure of interests**

None

#### **2.2 Applications for leave of absence**

Apology received from Cllr JR Jack (sick leave). No written leave submission or sick note. Cllr CF Wilskut was absent with no leave application or notice.

### **3) STATEMENTS AND COMMUNICATIONS BY CHAIRPERSON**

Cllr J Robinson enquired the reason why the meetings were scheduled for the whole week and how it was decided on?

The Chairperson responded to the question by explaining that the dates were scheduled in consultation with the Municipal Manager to ensure compliance within the time frame as scheduled to submit the Oversight Report to serve before Council at the next Council meeting in April, as a result of other commitments and responsibilities pertaining to the Integrated Development Planning and Budgeting processes for the 2021-2022 financial year.

The Committee members discussed the possibility of postponing the meeting that was scheduled for 09 April 2021, because not all members might be present at the said date for the MPAC meeting. Various reasons for not being present, were communicated. It was agreed to postpone the meeting of 9 April 2021 to 19 April 2021. The Chairperson urged MPAC members to submit their application for leave of absence to the Office of the Speaker.

The Chairperson expressed a word of thanks to the MPAC members for their interactive engagements for the past 5 years of serving on the MPAC. She communicated that this may be the last task assigned by this Council to the MPAC for the period before the next local government elections. The closing words of the Chairperson, Cllr Nel, "It was a great pleasure to share this platform with you together, although it wasn't always easy."

#### **4) STATUTORY BUSINESS**

##### **4.1 Oversight on Annual Report 2019 – 2020.**

Mr C Malgas present the draft Annual Report 2019-2020 to the MPAC.

He confirms that the draft Annual Report was advertised for public comments and feedback through written submissions. The closing date for written submissions is 15 April 2021. No comments were received so far from the public.

Cllr MN Bushwana raised her concern pertaining to the communication of the meeting and requested that report be presented in English.

Cllr J Robinson raised concerns pertaining to the lack of public participation and inputs to the Annual Reports and enquired whether the little or no response to the Annual Report is of concern to the Municipal Manager (MM).

The MM communicated that there may be various reasons, of which one may be because it is an Oversight role, and that the Annual Report is merely a compilation of the performance that was already executed which does not need negotiation to make decisions. He further expresses a word of confidence that most businesses do have insight and might provide comments or inputs.

#### **06 APRIL 2021:**

##### **Chapter One**

Page 19: Low work ethic and morale

Cllr E Van der Westhuizen enquired why different motivative incentives cannot be presented to employees who perform very well, which may help in managing the challenge as identified.

The Municipal Manager responded that a few variables must be considered before a motivative incentive can be implemented. Vacant positions and inadequate equipment may also contribute to this low morale. The inadequate equipment is being dealt with, e.g. 9 out of the 10 refuse removal trucks are on the road. The long service certificate programme assist with addressing low ethic and morale. After lengthy deliberation on the challenge of low work ethic and morale, the Committee made the following recommendation:

**Recommendation:**

**That the employer, the Mayor and the Speaker must engage to compliment employees where positivity comes up, reward them for their hard work, compliment them and not to just look at the negative. Show appreciation and give recognition throughout the municipality . A thank you goes a long way.**

**Proposed: Cllr E Van der Westhuizen**

**Seconded: Unanimously**

Cllr MN Bushwana raised a concern on the leakage of drains and the problems with the sewer system and enquired if this doesn't form part of service delivery. She mentioned that water is still running in roads that are still not tarred.

The Municipal Manager elaborated on the discussion point of recognition for exemplary performance and explained that in cases where the necessary resources were allocated and the performance does not match the expectation, the underperformance must also be addressed. He further communicated that provision was made on the current Draft Budget for the upgrading of the sewer system in Zwelethemba, Roodewal, Riverview and Avian Park and that an assessment will be done after the approval of the budget. The finalisation of the micro organigram will ensure that employees are used effectively which will lift the morale of the workers.

Cllr E vd Westhuizen enquired about the new building and the move into it in order to resolve the insufficient office accommodation in the report.

The MM confirmed that renovations are on the way to get the building ready for the employees. This aspect should not reflect in next report. The big move starts end of April 2021.

Cllr J Robinson raised his concerns pertaining to the standard of service delivery in particularly De Doorns. He expresses his concerns that line management does not provide enough supervision and quality management on the jobs executed. The MM explained that a supervising official should ensure that work is done to the best of the ability.

The committee discussed the crime and what the municipality is doing about it. Lawlessness is at the order of the day. It all comes back to the empowerment of our youth. We need to put programmes in place to empower them. The challenges are enormous. The need arose to accommodate youth with a criminal record and disabled persons, in order to help them too.

The MM explained that crime prevention is not a direct function of the Municipality, but indirectly in creating a safe and healthy environment. There are various other departments responsible for social development and policing. He states that the moral fibre is much more complicated than just what we see on the surface.

Page 20: Cllr L Willemse enquired how the municipality will protect their assets with the high crime rate especially at night.

The MM explained that the ward committees are not capable or equipped to deal with the situations. The municipality is looking at an armed response unit and 24h camera system. Because of the crime, people (communities) are afraid to help. Ways must be found to deal with the problem.

The Chairperson recommended that vacant positions need to be filled as soon as possible where the need arises.

Page 26

1.5.2: Cllr E van der Westhuizen dealing with the TASK job finalisation.

The MM explained that this due date is 30 June 2021.

Page 26

1.6 The terminology on Clean Audit outcome versus Unqualified Audit Without Findings as communicated in the Auditor General's report was explained by the MM. The reporting of "Unqualified Audit Without Findings" as reflected on page 26 "Table 18: Audit outcomes" will be amended to the status of Clean Audit as communicated in the Auditor General's report. The 2012/2013 period will be removed, and it will reflect as 2013 up until 2019/20 period for the 6 Chapters.

1.8 COVID-19 Pandemic

The Committee requested the MM to provide detailed feedback on the recorded expenditure during COVID-19. They further wanted to know what the status is pertaining to the vaccination programme of COVID-19 for the Breede Valley Municipality .

The MM responded that he would provide the necessary information the following day as he did not prepare detailed information for the meeting . The need for individual health risk assessment applicable to Councillors was discussed in order to assist with the prioritisation of the vaccination programme for Breede Valley Municipality . It was concluded to liaise with the Speaker to facilitate the possibility of Individual Health Risk Assessment for Councillors. The Risk Manager will be assigned to implement the assessment with Councillors, in the same manner as conducted with staff members of the Breede Valley Municipality and to provide the information to the Department of Health to assist with the prioritisation on the implementation of the vaccination programme.

**No further questions or clarity were sought on Chapter One.**

## **Chapter Two**

Page 62

2.4.3 Cllr E van der Westhuizen enquired as to how the Speaker addresses the lack of meetings held in wards.

The Committee raised concerns pertaining to information recorded that in some case no meetings were held and requested an investigation to determine whether any payments were made in cases where no meetings were held. It was confirmed that the policy make provision for monthly payments and not based on the number of meeting held. Discussion

around the impact of COVID-19 was conducted and that it should not be used as an excuse.

Cllr L Willemse mentioned that sometimes meetings are not recorded at the Speaker's office and that goes through as a no meeting held.

Cllr M Jacobs has a problem with the payment method of the ward committee. Please investigate this because members need to earn this payment. The members are not working but are getting paid even though they are not attending meetings. The Chairperson reminded the Committee that the method of payment was a Council decision and can only be changed by Council.

Page 67:

The Committee requested a review and amendment to the policy containing the payment of the ward committee members. In some wards, members are getting paid without rendering a service.

**Action plan: Cllr M Jacobs proposed that the Ward Committee policy be reviewed and amended accordingly.**

**Seconded by Cllr J Robinson**

The Chairperson enquired feedback pertaining to the role of Risk Management during the COVID-19 period.

The MM explained the role of the Risk Committee during the Covid19 pandemic. He communicated various measures that were investigated and recommended as part of Risk Management, for example the cost cutting measure on the expenditure portfolio. He further elaborated on the establishment of the COVID Committee, of which certain councillors formed part of. Individual Health Risk Assessment for staff members were also conducted as per the direction from the Department of Local Government as a result of the Disaster Management Regulations.

Cllr J Robinson needed clarity on the declaration by employees.

The MM explained that everyone including councillors must declare any business and other interests connecting an employee to the municipality .



The MM explained the decline in deviation that most of these were emergencies, which were discussed in the Council meetings. The administration is trying to improve on the decrease by having upfront tenders in place.

The Chairperson raised the concern that too little is being done for our local companies especially as sole providers and emergencies.

The MM explained that depending on the nature of emergencies, we are working towards investing more into local businesses.

The Chairperson complimented the administration on the decrease in deviations.

The IDP manager indicated that 2.10.10 is a new addition to the Annual report as prescribe by the new BBBEE act.

**No further questions or clarity were sought on Chapter Two.**

### **Chapter Three**

3.4.3 According to the IDP Manager a comment and a corrective action was inserted where the KPI'S were not met. The oversight process was extensively exhausted as this served before Council on a quarterly basis.

Page 105: The MM explained our current scenario on borrowing. We are currently on 18% towards 45% that can be borrowed. This is part of the reason for sourcing the market to see what is out there.

TL23 Cllr E van der Westhuizen enquired about the vacancy rate.

The MM explained that the freezing of all vacancies forms part of the reason.

Cllr J Robinson referred to the 2019/2020 income from service delivery and how the comparison is to this year.

The MM explained that for last year the actual revenue received out of billing, was 98.78% and for this year is 93%. A lot of capital projects were put on hold during the pandemic and now that the money is put back it put our municipality in a fortunate position.

Cllr J Robinson further enquired about the increase in electricity tariffs and if the municipality has plans to assist the lower income communities.

The MM explained that NERSA have a 15.9% electricity increase which will be hard on the consumer. The municipality does not put an additional increase on electricity except those from NERSA. Other increases on services will be on average 5%.

He further explains that the municipality is trying to keep its increases as low as possible. Indigent grant is higher than 2x old age pension, in order to accommodate all. Indigents are provided with 50-kilowatt free electricity per month and water of 10kl.

The real problem lies with LED. External businesses need to have an interest to invest in our community/ economy. The municipality is busy creating a conducive environment for development within the whole of the Breede Valley. The electricity department is busy with investigations into an alternative source like Hydro energy. The MM admits that the municipality is not doing enough to take small businesses by the hand and assist them. We might not have the funding, but we have the capacity to guide and refer small businesses.

TL27: The MM explained that this was wrongly phrased and thus there was no claim for the performance. This was driven by the Provincial office.

Cllr J Robinson requested more administrative capacity for LED in order to assist the community. The MM suggested that the Jamboree should be taken closer to the people.

TL45 Page115: The MM explained that the main water feed from the Stetteynskloof dam's meter was not properly calibrated. This is fixed now. The issue was addressed and should reflect in the next report.

The Chairperson enquired about the upgrade to the flats at Hex Park.

The MM explained that the R10 million rand on the new budget is earmarked to start the upgrade of all flats starting with the roofs.

Ward 21 Priority 1: Cllr T Wehr: There are challenges the community of Avian Park face with the gangsterism. The development of youth is a challenge on its own with the different gangs.

The Chairperson raised her concerns on the repeating of the priorities. She suggested that priorities out of reach of the municipality, like a Police station, should be referred to other

governmental departments, but that skills and youth development training are needed in Avian Park.

MM replied that some of the issues were addressed and attended to in Avian Park. The social issues are of much deeper concern. This was addressed with various stakeholders, but no one came to the party. The skills training is fruitless expenditure if the community doesn't keep up with the training and plough back to the community. The information is being consolidated with other governmental departments.

#### **Youth training and development**

The committee note the requests from the councillors that training opportunities do not reach all the wards in time for the councillors to get the community involved and part of the training.

**Action plan: Cllr T Wehr requested that all wards must get equal opportunities and that the Ward Councillors must be consulted when it comes to youth training and development opportunities. This should also be communicated well ahead of time to accommodate the remote towns.**

The Transhex project came up as a discussion and the MM explained that this is a Provincial project. The current contractor has a lot of challenges and seems like they are not capable of completing the job. The portions of work the municipality was responsible for, was done, like the infrastructural development and the reservoir. Security is the responsibility of the Department if the contractor withdraws. The list of beneficiaries is available on request, if a councillor needs to enquire about the whereabouts of a beneficiary.

Cllr T Wehr enquire about the chemical toilets and what the municipality can do about it. The meter readers guess the water reading because of incompetent employees.

Cllr M Jacobs add to the shortage of chemical toilets in her area and this holds a health risk.

MM takes note of the complaints raised.

Page 197:

The committee unanimously raised their concerns regarding the recruitment of EPWP workers and the inconsistencies around the appointments. The request was to take the

appointments away from the officials because it results in nepotism and favouritism. One of the concerns raised was the fact that EPWP workers cannot work in certain areas and that EPWP workers are deployed in wards where they do not reside.

MM explained that the EPWP programme is for development and not to fill vacant positions. The programme is also there to assist the poor to provide an income.

**Notice:**

**The MM and Mr Esau communicated that they take note of the concerns and will investigate the matter. Internal control mechanisms will be put in place in order to address the concerns raised. Councillors must please communicate the full detail of allegations or concerns to Mr Esau.**

Mr Esau supported the explaining from the MM that the EPWP programme is supposed to provide an income to the poor, but it is meant to capacitate the individual with work experience and skills in order to assist with future employment.

**LED and Tourism:**

The Chair enquires to the promotion of tourism in our area especially after the Covid19 pandemic and what the municipality is doing about it. Tourism is very important to the growth of the town. Mr Esau explained that there are a few initiatives in place. The Provincial department provided the tourism department with COVID kits, to assist with the struggling overheads. The membership fees to the LTA's was stopped but we assisted in that matter. A campaign to promote natural beauty in our area was started. Tourism expo's was attended in Namibia to promote our Valley.

Cllr L Willemse informed the Committee of the current project which the Tourism office in De Doorns is busy with and that the municipality can assist with this.

**Action plan: The Chairperson requested the improvement on the promotion of the LED and Tourism within the Breede Valley Municipality.**

Page 218: The cleaning of the Weltevrede cemetery and the new cemetery in De Doorns was raised by Cllr L Willemse. The ablution facilities need an upgrade.

**Action plan: That the cleaning and maintenance of the cemeteries must take priority.**

The Chairperson raised her concern and disappointment in the Traffic Department. The lawlessness to traffic offences are of great concern. Especially with the offences not being addressed. The committee feels that the traffic officials must be more visible.

Cllr L Willemse shared the sentiment of the Chairperson about the lack of traffic visibility and availability especially in De Doorns.

The MM explained that the municipal court will bring a relieve to some of the problems the Traffic Department faces.

The Chairperson suggested that recommendations must be made for changes to be made to the document. She urges the committee to come prepared.

**The meeting was closed in good order at 15:55.**

**5) CLOSING**

5.1 Date of next meetings-

- 5.1.1 07 April 2021 (Council Chambers, Civic Centre, Worcester: 10h00 – 16h00);
- 5.1.2 08 April 2021 (Council Chambers, Civic Centre, Worcester: 10h00 – 16h00);
- 5.1.3 09 April 2021 (Council Chambers, Civic Centre, Worcester: 10h00 – 13h00); and
- 5.1.4 14 April 2021 (Council Chambers, Civic Centre, Worcester: 10h00 – 13h00).

**NB: Please bring your Draft Annual Report Documentations as distributed for notice at the Council meetings of 30 March 2021.**

**CHAIRPERSON: CLR N NEL**

**06 APRIL 2021**

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**MPAC MEETING** of the Breede Valley Municipality held on

**WEDNESDAY, 07 APRIL 2021 at 10:00 – 16:00**

in the **COMMITTEE ROOM, CIVIC CENTRE,**

**30 BARING STREET, WORCESTER**

**1) OPENING AND WELCOME**

The Chairperson, Cllr N Nel opened the meeting with a word of gratitude and requested Cllr J Robinson to start with a prayer.

The Chairperson reminded the Committee of the roles and responsibilities of the committee, that it must be done in good order and to come prepared to the meeting.

Moment of silence requested by Cllr T Wehr.

**2) OFFICIAL NOTICES**

2.1 Disclosure of interests

None

2.2 Applications for leave of absence

**3) STATEMENTS AND COMMUNICATIONS BY CHAIRPERSON**

The Chairperson informed the Committee on the notice received that Cllr CF Wilskut will be replaced by Cllr N Wullschleger as a member of the MPAC Committee. She further confirmed that the Speaker communicated the change and that all procedures were followed.

Mr E Cloete also confirmed the communication from the Speaker.

Cllr J Robinson enquired whether the Speaker can be requested to be present for the discussion on the change of membership to the MPAC. The Chairperson responded to state that she does not see the need for the Speaker to be present.

The MM responded that in case the Committee wants Mr R Esau and the Speaker to be invited for discussion, Mr Cloete must liaise with them.

Mr Esau and the Speaker were thus summoned to the meeting. Both Mr Esau and the Speaker participated in the debate on the replacement of MPAC members and Mr Esau gave his legal opinion pertaining to the establishment of the Committee, in line with the legal framework. Mr Esau expressed his legal opinion that this is not allowed. Mr Esau read from the guide that only Council can appoint and remove a member. The process must serve

before Council. Code of Conduct is also clear in this regard. The MPAC is a legislative committee. The Act is read by Mr Esau.

The Chairperson explained that according to the Council decision, the BO has 1 seat irrespective of the name of the Councillor.

Cllr N Wullschleger read the letter dated 7 February 2017 to the Committee.

Cllr J Robinson enquired whether there is a quorum.

Cllr MN Bushwana asked whether there can be Secundi's.

The Speaker read the Council decision that no names were included. The names were only for notification purposes and this is a replacement of a member by the party who can change their members.

After a lengthy debate it was decided that Cllr N Wullschleger will replace Cllr CF Wiskut as a member of MPAC.

**Previous meeting action plans and requests:**

Feedback on the Covid19 expenditure.

Mr R Ontong, Mr S Swartz and their team presented the feedback as requested by the Committee yesterday. Page 423

These figures were audited by the Auditor General.

- All registered soup kitchens were included in the expenditure.

Cllr J Robinson thanked the administration for their feedback. Distributors of soup kitchens should ensure that it is not politically driven. Mechanisms should be put in place to avoid politics in soup kitchens. Cllr Robinson requested further detail about who received food and mentioned that the Bryan Habana Organisation also distributed food. People who are not in need for food parcels have received parcels. Cllr Robinson enquired whether BVM was part of this.

The MM explained that sometimes the need is great, and people are more in need than they portray. A lot of private NGO's and school feeding schemes also distributed food parcels. BVM has no control over private NGO's and businesses.

Mr S Swarts informed the Committee that the administration was working from home at that time and further confirmed that Brain Habana only rented the hall for distribution.

Cllr N Wullschleger referred to the water tanks that were 24. Some were stored but tanks are gone, stolen or damaged. How do we look after our assets? Do we know where the tanks are and did we learn any lessons from this experience?

Mr S Swarts explained that the tanks were donated, without BVM asking for it. The Department stopped providing the water as that was a challenge on its own. The tanks were vandalised during the challenging times. This was a time consuming and costly exercise. Standpipes will be used in future.

Cllr N Wullschleger asked what happened to the committee that was established during Covid19? Must be addressed at Council.

**Action plan: Mr S Swarts must report on the number of tanks that are still left. Mr Swarts confirmed that there were 25 tanks of which one was reported to SAPS as stolen. There are currently 17 tanks in useable condition. The other tanks have been burned, damaged with a knife and some taps have been stolen off from the tanks.**

Preparation for 3<sup>rd</sup> wave of Covid19 are discussed at the JOG meetings. Certain facilities are still closed, and restrictive measures are still in place.

Cllr V Mngcele indicated that the soup kitchens in Zwelethemba are doing a good job and asked why only 2 were identified. Mr S Swarts replied that only 2 soup kitchens requested assistance. Cllr Mngcele enquired whether sanitizer was given to taxi ranks? Mr Swarts confirmed that only the areas were sanitized.

Cllr N Wullschleger referred to the railings of the flats and asked whether it was sanitized. The MM confirmed that it was not done, only public open spaces were done.

Cllr T Wehr: Thanked the administration for support during this time and the hard work they put in.

Cllr N Wullschleger asked whether BVM are out of lockdown in terms of the blocking of power and water? Mr R Ontong explained that people come in and arrange and apply. The transfer of indigent will be done the same as last year.

The Chairperson expressed a word of thanks to the administration for a job well done.

#### **4) STATUTORY BUSINESS**

##### **4.1 Oversight on Annual Report 2019 – 2020.**



07 APRIL 2021:

Chapter Three

Proposal: brief recap.

Page 223

The Chairperson complimented the Fire Department on doing a very good job as she never heard of any complaints.

Cllr N Wullschleger asked how many applications were made for emergency shelters, what can BVM do in terms of budget and is there any record? This is way too little to make a house.

The MM confirmed that records can be provided. Starter kit, policy need to be reviewed to look at the emergency starter kit in case of fire. Any available buildings are used in cases of emergency to host people.

Cllr J Robinson asked whether there are new appointments at the fire department? If there are, how were the appointments made? MM confirmed that 2 platoon commanders are financed, this will be an open process, and this will be an external advert.

Page 230 Cllr N Wullschleger asked whether there were any claims made to the company who caused the explosion 2 years ago. What measures were put in place. Hazardous monitoring? What was put in place to prevent a future disaster?

The MM acknowledged that dangerous goods that goes through our roads must be monitored. There is a security system surveillance put in place to help with the monitoring. Insurance claim was done via our insurance. A small amount was received from the insurance claim. The amount was enough to do the repairs.

Avian Park civil unrest: Cllr N Wullschleger asked what measures are taken to protect the personnel of Breede Valley Municipality? He also comments that local emergency committees should consider capacitating people with an emergency kit or training to assist until the ambulance or other help arrives.

Cllr J Robinson seconded: That the Council provide the councillors and NGO's with training, first aid and fire wardens.

Cllr T. Wehr: Want to include the unemployed youth in this training.

Cllr J. Robinson referred to security and asked what the plan for security within the BVM area is. Vandalism against the amount spend

The MM explained that security expenditure grew rapidly to between R12-14 million per year. The warm body security is also at risk. What is the possible alternative? Full time camera monitoring 24h with an armed response that will be able to defend themselves. A substation is one of the pilots and until now no break-ins was reported. The sports field, official must take ownership during the day. New phase with the pilot and it might be better. Current scenario has no value for money. We are really trying another alternative. The current contract expires 30 June 2021.

Cllr E. Van der Westhuizen enquired whether the appointment of security is looked at thoroughly, do you look at accreditation and how is it compared to others.

The MM explained that looking at who tendered for the contract must be done first. The allocations and you must fulfil in all the requirements. BVM is currently busy with the new contract.

Page 236 Cllr N. Wullschleger referred to the sports section: No figures given. Only reflect on the capital expenditure.

**No further questions or clarity were sought on Chapter Three.**

**Lunch break: 12:25**

#### **Chapter four**

Page 234

The MM explained that the bulk advert will address most of the vacant posts.

Cllr J. Robinson enquired how the 25 vacant posts affect the work that must be done. The MM responded that there are employees acting in the posts in order to assist.

Sick leave: Cllr Nik: Is there areas/departments more than others. MM there are certain sections with more comorbidities within the section. Roads section.

Cllr N. Wullschleger asked whether the HR Policies are still under review and some are still outstanding.

Cllr J. Robinson asked when vacant posts will be funded. The MM explained that we are moving toward funding all vacant posts.

Learnerships table 273: Cllr N. Wullschleger asked whether we get SETA support and funding. How do we equip those quitting school with training? The MM explained that Seta funding are received but must comply with the 1% of employer component. For this year we have no funding for community development. This has happened in the past. Critical vacancies need to be filled urgently in principal, are identified and prioritized.

Mayoral Bursaries: Cllr J. Robinson asked whether the bursary is available to external applicants. The MM confirmed that if individual comply with the institution and are accepted, they qualify for an external bursary at BVM.

Page 269 Cllr J. Robinson: Leave and sick leave...leave is a privilege...Leave need to be managed. The MM explained the 8-week cycle. It becomes difficult to prove.

**No further questions or clarity were sought on Chapter Three.**

#### **Chapter five**

Page 276 Financial Summary: Cllr N. Wullschleger requested that the tables must be corrected, the % are varying.

Cllr N. Wullschleger enquired why there is a variance. The MM, Mr A. Crotz and Ms. H. Hansen explained. There might be error and must be corrected It is not incorrect because it's based on a variant, which the public will not understand. The MM will take this into consideration. The calculations will be corrected.

Cllr N. Wullschleger needs detail on the revenue items. Annexure 1 contains the detailed list. The fines were the biggest contributor.

Page 274 Cllr N. Wullschleger: The amount is incorrect and must be R 237 235.

Revenue cost of free services: The MM explained that we only receive some funds, and this can be use we as please. Free Water and electricity depending on the Council policy.

Finance will take this up with the service provider and do all the corrections.

Table 278 will also be corrected.

Table page 277: 5.1.3 Mr A. Crotz explained that all expenditure is recorded which included the Directors. Are operating cost correct? Mr A. Crotz will check if it includes revenue and expenditure and a footnote will be added.

Page 281 not correct...will be amended as the above.

Table 287: page 280 5.2.6 Mr A. Crotz will have to investigate further and come back or rectify.

Mr C. Malgas will go through the whole document and bring it back for the final look over.

5.2.7 Cllr N. Wullschleger enquired why is the amount so high? Mr A. Crotz explained that Transhex was previously on our books, but Province took full charge of the funding. Ownership is the determining factor.

5.2.8 Health could be a preventative measure than corrective.

Page 290: Cllr E. Van Der Westhuizen referred to the replacement of prepaid meters and enquired whether a start was made or not and that Public participation is needed. The MM explained that all conventional meters must be replaced with prepaid meters. Discussions are under way. There was an advert in the newspaper. BVM will make sure that people know what is going on in their area.

Cllr M. Jacobs argued that newly installed prepaid boxes are giving more problems. BVM should try to make it more user friendly. The type and quality of meters must be considered.

3.2.1 Cllr N. Wullschleger requested a detailed list of the sponsorship, events, catering...why did we go over.

Mr A. Crotz will provide the list by tomorrow...summary and the councillor can indicate.

**The meeting was closed in good order at 15:50.**

**5) CLOSING**

5.1 Date of next meetings-

5.1.1 07 April 2021 (Council Chambers, Civic Centre, Worcester: 10h00 – 16h00);

5.1.2 08 April 2021 (Council Chambers, Civic Centre, Worcester: 10h00 – 16h00);

5.1.3 9 April 2021 (Council Chambers, Civic Centre, Worcester: 10h00 – 13h00);  
and

5.1.4 14 April 2021 (Council Chambers, Civic Centre, Worcester: 10h00 – 13h00).

**NB: Please bring your Draft Annual Report Documentations as distributed for notice at the Council meetings of 30 March 2021.**

**CHAIRPERSON: CLR N NEL**

**07 APRIL 2021**

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**MPAC MEETING** of the Breede Valley Municipality held on

**THURSDAY, 08 APRIL 2021 at 10:00 – 16:00**

in the **COMMITTEE ROOM, CIVIC CENTRE,**

**30 BARING STREET, WORCESTER**

**1) OPENING AND WELCOME**

Cllr N. Nel opened the meeting, welcomed everyone present and asked for a minute of silence.

**2) OFFICIAL NOTICES**

2.1 Disclosure of interests

None

2.2 Applications for leave of absence

Cllr J. Robinson and Cllr J.R Jack(sick)

**3) STATEMENTS AND COMMUNICATIONS BY CHAIRPERSON**

**Previous Meeting:**

Questions from Chapter 5

Feedback on the concerns from yesterday, was given by Andre Crotz.

5.16.3 on Page 310: Mr A Crotz displayed a spreadsheet to the Committee and gave answers to all the questions that Committee had yesterday.

Cllr N. Wullschleger requested the detail of the overspending on Sponsorships, events and catering, the difference between the budgeted and the actual spend. Only the detail of the huge amounts will be enough.

Mr A. Crotz explained the expenditure may be in relation to the 200-year event as managed by Sway Design.

**Action plan: Mr Esau must come confirm the detail of the 200-year event expenditure to the Committee. The MM confirmed that the amount that reflected an over expenditure was for the 200-year bicentennial and the different events that were held.**

The Chairperson asked only those transactions that has been identified by the Committee should be explained by Administration.

Mr R. Ontong and Mr A. Crotz must verify whether the table is correct and determine whether the virement was done. This will explain the over-spend on the budget.

The MM explained that time was of the essence and this put the administration under pressure, but time does not allow Administration to double check that everything is correct.

Cllr E. van der Westhuizen asked that administration should have at least 1 week to verify that all information is correct before the Annual Report is distributed.

The MM explained that the schedule makes it difficult because of systems and programmes, a lot of other processes that Administration does not have control over.

The MM confirmed that the amendments on the document will still be done by Administration.

**4) STATUTORY BUSINESS**

**4.1 Oversight on Annual Report 2019 – 2020.**

**08 APRIL 2021:**

**Chapter Six**

Page 312: 6.1.1 Cllr E. Van Der Westhuizen asked whether there is an indication of how long this case is ongoing. The MM explained that this is still ongoing, not finalized yet and will appear on the document and as a material under spend. Ms H. Hansen explained it is disclosed as a contingent liability because the possibility exists that BVM might pay this claim. The amount that reflected is the value of the claim by the Claimant (note 47 on page 83 of the FS). If the court case is ongoing the amount would reflect as if BVM paid or must pay the amount to the Claimant. Cllr N. Wullschleger referred to page 334 and asked whether it's a typing error referring to 1900.

Cllr N. Wullschleger referred to page 335 specifically the Wastewater Treatment. Ms H Hansen confirmed that the loan is not fully paid off. The MM explained that the breakdown of the loan will not appear in the FAS, but Finance have a schedule.

Cllr N. Wullschleger referred to Page 338, the rental income and asked what are inventories consume. Ms H Hansen explained that it is stocked that is used up. He further enquired about the debt impairment. Mr Magadla explained that it is the provision for bad debt. The payment rate is used to estimate the bad debt. The current payment rate of fines is 34%. Cllr N Wullschleger asked whether there is a way to improve this. The MM explained that the Municipal Court helped with this.

Cllr E Van der Westhuizen enquired how the outstanding fines will be handed, will it be handed over to the Municipal Court. The MM indicated that this kind of detail have not been discussed because this must be done in agreement with the Magistrate.

Cllr N Wulschleger referred to the material recovery facility and MM confirmed that it is operating and due to the Regional Landfill site aspect, there is temporary facility.

Cllr Wulschleger asked whether the tarring of roads in Avian Park are being rolled over to the next year. The MM confirmed this and the advertisement for the tender is placed out.

Cllr Wulschleger referred to Page 374 section 1.2.8 and asked whether the date is correct. The MM confirmed that the date is wrong, and it should be 2019/2020.

Cllr Wulschleger referred to page 378 and asked whether Indigent Portfolio forms part of this. Mr Magadla confirms indigent portfolio is part of this and if the right off mainly consist of Indigent clients. Some of the debts of R61 Million, are with the Lawyers for collection.

Cllr Wulschleger referred to page 390 and asked about the loss of water. Ms Hansen explained that the agreement BVM entered with the owners of the Dam in De Doorns as a right to use and therefore its intangible. Cllr Wulschleger referred to the art and asked whether it changes. Ms Hansen explained that there has been no impairment and therefore no change.

Cllr N Wulschleger referred to the Traffic fines under section 32 and asked whether this is issued fines. Mr Magadla confirms its issued fines.

Cllr E Van der Westhuizen referred to page 392 and asked how the housing is worked out. Mr R. Ontong this is loans that BVM took and is being paid back by employees. This practice does not happen anymore since the MFMA. Mr R Ontong will come back with the number of houses currently purchased like this. Mr R Ontong explained that interest is being asked but it is very low. This has been phased out in 2004 and some of these are more than 30 years old.

Cllr Wulschleger referred to page 408 and asked whether its correct that the 3.9 Million is part of the AG fees. Cllr Wulschleger further asked if the veterinary



services is the pound. Ms. Hansen explained that there is one dog at the Fire Department. The SLA reflects under the FS. There is not a lot of detail even if there are schedules to explain it. The MM confirmed that it costs BVM a few Million to remove illegal dumping.

Cllr N. Wullschleger referred to maintenance of unspecified assets and the significant number and what it is. Mr A. Crotz explained that the heading and descriptions is standard provided by MSCOA. This explain the category we use if we can't find a fitting description and its more about maintaining of assets. Ms. Hansen explained that the 5.1 Million is various projects. The formal Grant in Aid, the Food Parcels (Soup Kitchens) and smaller projects is all included in this 5.1 Million. There is another vote for youth development, sport etc. The Mayoral Bursaries, awards to NGO's and SLA is all included under the 5.1 Million.

Cllr N. Wullschleger referred to Learnerships/ Internship and asked whether this is our own personnel or outside people. The MM explained that it is mainly Internships and the stipends that are being. There is certain Interns from Boland College and BVM pays them a stipend.

The remuneration of the Ward Committee had a significant increase. The MM explained that the Policy was changed irrespective of whether they held meetings. The bursaries reflecting under the 5.1 Million is external and the rest is internal bursaries.

Cllr E. van der Westhuizen enquired how updated the bulk SMS service is and for what is it used. The MM explained that it is not up to date, but it got lost. It was initially driven by Revenue Department and each Department had to take ownership. Administration will take up that process again to get the system up to date. Mr R. Ontong confirmed that the update happens once a year and this is usually used to send out bills, office closure, outstanding amounts etc.

Cllr E Van der Westhuizen proposed that the SMS Bulk service be upgraded. The MM agreed with the recommendation.

Cllr E. van der Westhuizen referred to number 42 and the third-party vendors, complaints are received that overbilling take place and whether checks can be done. Mr R. Ontong responded that this is difficult, the rule is if you are guilty BVM will close the vendor. When the addresses are known where this happens, Syntell are informed who will investigate. Mr R. Ontong asks that these shops are identified.

Cllr N. Wullschleger proposed that BVM should give each spaza shop a poster creating awareness.

Cllr N. Wullschleger referred to page 416, the increase of water and asked why there is so much increase and whether there are measures in place. The MM explained that the calibration of the meter at Stetteynskloof and it would not appear again like this. This was meter errors and it would reflect as unaccounted. Mr R. Ontong further explained that it can't be measures how much water was lost through a pipe because some is underground that have been running for days. Cllr N. Wullschleger referred to the Deviations as discussed in Council. The MM explained that the Deviation was not retrospective but the notification to Council was retrospective. The specifications for Securitem has been set.

Lunch 12:45

**No further questions or clarity is needed, and this concludes the Annual Report.**

**Annexure of the Auditor's General Report:**

The MM explained that the elements of the clean audit were discussed and there were great improvement however we must not become mediocre because financials, compliance and performance are being looked at by the AG and no material losses were found which gave us a clean audit.

**Annexure C**

The MM complimented the work done by the Audit Committee and the Internal Auditors was tremendous.

The MM draft all the recommendation, provide it to the chair to peruse. The Annual report will be circulated to the committee members before the meeting.

Mr C. Malgas confirmed that the public comments will be added to the Report.

**The meeting was closed in good order at 13:32.**

**5) CLOSING**

5.1 Date of next meetings-

5.1.1 19 April 2021 (Council Chambers, Civic Centre, Worcester: 10h00 – 13h00).

**NB: Please bring your Draft Annual Report Documentations as distributed for notice at the Council meetings of 30 March 2021.**

**CHAIRPERSON: CLR N NEL**

**08 APRIL 2021**

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**MPAC MEETING** of the Breede Valley Municipality held on  
**MONDAY, 19 APRIL 2021 at 10:00 – 16:00**  
in the **COMMITTEE ROOM, CIVIC CENTRE,**  
**30 BARING STREET, WORCESTER**

**1) OPENING AND WELCOME**

The Chairperson opened the meeting at 10:26 and welcomed everyone present. The Chairperson asked Cllr N. Wullschleger to open the meeting with prayer and afforded a moment of silence to Cllr T. Wehr for prayer.

The Chairperson extended a special welcome to the two officials from Provincial Treasury.

**2) OFFICIAL NOTICES**

2.1 Disclosure of interests

None

2.2 Applications for leave of absence

The following Councillors were absent without written submissions or Applications for Leave, Cllrs V. Mngcele, M.N. Bushwana, J.R. Jack and Cllr M. Jacobs.

**3) STATEMENTS AND COMMUNICATIONS BY CHAIRPERSON**

The MM reflected on the work the Committee did over the past week in their Oversight role.

The Committee worked through each Chapter of the Annual Report, requested information and made recommendations over the past week. The quality of the document, due to the work of this Committee, has improved a lot. The MM expressed a word of thanks on behalf of the Administration, to the Committee for their work done.

Cllr J. Robinson asked the comment of Mr Swanson (Provincial Treasury) on his statement that political majority must not play a role in MPAC. Mr Swanson responded that political affiliation should not play a role in MPAC.

Cllr E. Van der Westhuizen expressed a work of thanks to the Administration for quality work done even through the Covid19 pandemic.

The Chairperson expressed a word of thank to Mr E. Cloete, Mrs. A Apollis and Mrs. V Amsterdam for the logistical arrangements and accurate Minute taking for all the MPAC meetings.

The Committee scrutinized the Minutes of the meetings held the previous week, made corrections and possible recommendations to be finalized at a later stage.

Mr C. Malgas displayed the Annual Report with the amendments as it has been identified through the MPAC meetings the previous week.

Mr E. Cloete presented a draft format of the Oversight Report that will be submitted to Council. Mr Cloete informed the Committee that no public comments were received for the Annual Report 2019/2020.

Cllr N. Wullschleger recommended that the words unqualified and in brackets clean audit be inserted into the Annual Report.

**Recommendations by MPAC to be included in the Oversight Report:**

1. That MPAC, having fully considered the 2019/2020 Annual Report of the Breede Valley Municipality and the representations thereon, recommends the adoption of the Oversight Report and the approval of the Annual Report without reservations.
2. To improve the levels of morale of the workers corps, administration led by the office of the Municipal Manager should identify the gaps and implement formal employee wellness programme, while developing a system to recognize employee excellence from Council decision.
3. To improve service delivery and pro-active maintenance, management must improve the level of supervision and communication with regards to time, quality and standard of services to communities.
4. To ensure the effective functioning of the ward committees in support of the Ward Councillor and the municipality, we recommend that the Speakers Office investigate non-functioning or underperforming committees and put corrective measures in place.
5. Since Local Economic Development (LED) is such a critical function of the municipality, especially considering the impact of COVID-19 on the economic wellbeing of the residents of the Breede Valley and their ability to pay for services, LED component should be requested to submit a programme which will facilitate LED focused on the development of informal economy and SMME's.
6. Due to low levels of skills and high levels of youth unemployment, we recommend that in partnership with all stakeholders, all wards must be consulted to identify gaps and be provided with equal training and development opportunities.
7. We recommend council be provided with an interim report on Covid-19 spending and programmes.
8. Assistance provided to residents in need by means of the emergency housing kit should be improved through a policy review.

Recommendations were unanimously accepted by the Committee.

**The Chairperson closed the meeting in good order at 14:50.**

## Conclusion

- ✚ Breede Valley Municipality received a “Clean Audit” for the 2019-2020 Financial Year, from the Auditor General South Africa (AGSA).

Opinion: “The financial statements present fairly, in all material respects, the financial position of the Breede Valley Municipality as at 30 June 2020 and its financial performance and cash flows for the year then ended in accordance with the South African Standards of Generally Recognised Accounting Practice (GRAP) and the requirements of the Municipal Finance Management Act of South Africa, 2003 (MFMA) and the Division of Revenue Act of South Africa, 2016 (Dora).”

- ✚ The Committee wants to thank the Auditor General for their performance in the Auditing of the Annual Financial Statements, Predetermined Objectives and Compliance within the Breede Valley Municipality .
- ✚ The Committee wants to thank the Administration for the cooperation

## **Resolved by the MPAC / Oversight**

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- ✚ Members of the MPAC unanimously agreed to recommend that Council approve the Annual Report without any reservations.

### **Recommendations**

- ✚ That MPAC, having fully considered the 2019-2020 Annual Report of the Breede Valley Municipality and the representations thereon, recommends the adoption of the Oversight Report and the approval of the Annual Report without reservations.
- ✚ The MPAC recommends the following additional resolutions to Council for consideration:
  - To improve the levels of morale of the workers corps, administration led by the office of the Municipal Manager should identify the gaps and implement formal employee wellness programme, while developing a system to recognise employee excellence from Council decision.
  - To improve service delivery and pro-active maintenance, management must improve the level of supervision and communication with regards to time, quality and standard of services to communities.
  - To ensure the effective functioning of the ward committees in support of the Ward Councillor and the municipality, we recommend that the Speakers Office investigate non-functioning or underperforming committees and put corrective measures in place.
  - Since Local Economic Development (LED) is such a critical function of the municipality, especially considering the impact of COVID-19 on the economic wellbeing of the residents of the Breede Valley and their ability to pay for services, LED component should be requested to submit a programme which will facilitate LED focused on the development of informal economy and SMME's.
  - Due to low levels of skills and high levels of youth unemployment, we recommend that in partnership with all stakeholders, all wards must be consulted to identify gaps and be provided with equal training and development opportunities.
  - We recommend council be provided with an interim report on Covid-19 spending and programmes.

- Assistance provided to residents in need by means of the emergency housing kit should be improved through a policy review.

**Members of the MPAC unanimously agreed to the above recommendations to Council.**



### **MPAC Membership:**

#### **Councillors**

1. Naomi Nel; (Chairperson): PR, FF+.
2. Vanessa Ida Mngcele; PR, EFF.
3. Bushwana, Margaret Nobantu; PR, ANC.
4. Joffrey Rumark Jack; Ward 14, DA.
5. Mac-Lizia Jacobs; Ward 10, DA.
6. Torique Moegammad Wehr; Ward 21, DA.
7. Esme van der Westhuizen; Ward 6, DA.
8. Luwellyn Willemse; DA.
9. Jerrie Robinson; PR, PDM.
10. Wilskut, Colin Frederick; PR, BO.

 **Cllr NJ Wullschleger replaces the vacant position of Cllr. CF Wilskut**

\_\_\_\_\_  
MPAC Chairperson Cllr. N Nel

\_\_\_\_\_  
Date

for Municipal Public Accounts Committee