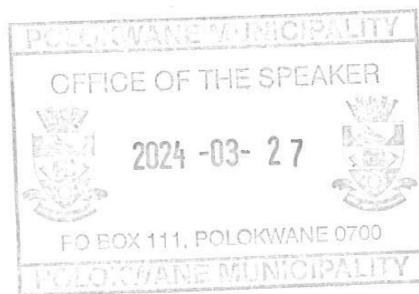


OVERSIGHT REPORT ON 2022/2023 ANNUAL REPORT

PRESENTED TO COUNCIL

27 MARCH 2024



FOREWORD BY THE CHAIRPERSON OF MPAC

In accordance with the provisions of Section 79(A) of the Municipal Structures Act, no 117 of 1998, a Municipal Council must establish a committee called Municipal Public Accounts Committee. (a) Municipal Public Accounts committee to review Auditor-Generals reports and comments of the management committee and the audit committee and make recommendations to Council. (b) Initiate and develop the oversight report on annual reports contemplated in section 129 of the Local Government: Municipal Finance Management Act. The Municipal Public Accounts Committee (MPAC) of Polokwane Municipality was established by Council and the focus of MPAC is to assist Council to hold the executive to account, play oversight role on behalf of council and ensure the effective and efficient use of municipal resources.

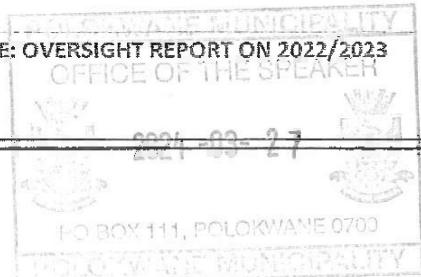
The Municipal Finance Management Act (MFMA) assigns specific oversight responsibilities to Council with regard to the Annual Report and the preparation of an Oversight Report. Given the process required by Council to effectively undertake its oversight role, the establishment of the Municipal Public Accounts Committee (MPAC) of Council provides the appropriate mechanism through which Council can fulfil its oversight responsibilities. This time MPAC's primary role was to consider the Annual Report, probe and prepare Oversight Report for consideration by Council.

In the light of this responsibility, The Executive Mayor on the 30 January 2024 tabled the 2022/23 Annual Report of Polokwane Municipality for consideration. Council subsequently referred the 2022/23 Annual Report to MPAC for probing and Oversight.

MPAC noted improvements in certain performance areas, as reflected in the 2022/23 Annual Report and also noted areas of unsatisfactory performance and underperformance in some areas as reflected in the Oversight Report. As a result, MPAC has raised concerns and made recommendations on a number of issues that require immediate intervention by the Council. MPAC urge that management improve on areas of underperformance and improve on spending on grants and capital budget.

It is my belief that if Council considers these recommendations and the administration implements them fully, the municipality should move from unqualified Audit opinion to a Clean Audit opinion. The committee appreciate that the municipality has retained the unqualified audit opinion. The committee also noticed a decrease in number of findings raised by AG, however there is a need for improvement in reporting and review of the reported information. The committee appreciate the entity (Polokwane Housing Association) for retaining an unqualified audit opinion, the Entity must address the issues raised by AG and aim at achieving a Clean audit.

Finally, I would like to extend special gratitude to the members of MPAC for their contribution, dedication and hard work in ensuring that this report was compiled and tabled in Council on time. I would also like to thank the administration led by the Municipal Manager for their cooperation with MPAC and MPAC support staff for their administrative support in ensuring that the activities assigned to the committee are fulfilled including the success of this Oversight Report.





MEMBERS OF MPAC



Chairperson of
MPAC
ANC - Ward 6
Cllr MS Phoshoko
076 953 3013



ANC - Ward 20
Cllr TPK Murwa



Cllr PE Moshoeu
ANC - 079 874 0229



Cllr MD Makhafola
ANC - 072 588 6670



Cllr D Phukubye
ANC - 065 960 7605



Cllr MJ Lebogo
EFF - 081 465 4240



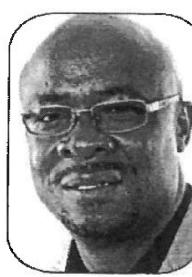
Cllr TDR Chidi
DA - 081 363 1942



Cllr MF Ramaphakela
EFF - 082 495 0015



Cllr S Clarke
VF+ - 076 538 9520



ANC - Ward 35
Cllr SM Kganyago
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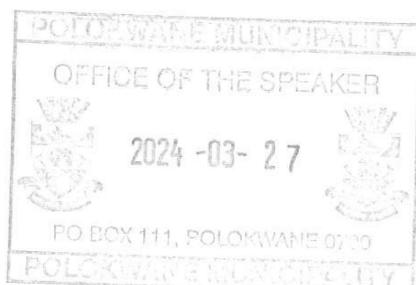


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- Annexure C----- Make Public the Annual Report
- Annexure D----- Submission of the Annual Report
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- Annexure G----- Public Hearing



#

Cllr MS PHOSHOKO

Ext. 2529

DIRECTORATE: LEGISLATIVE SUPPORT (OFFICE OF THE SPEAKER)**ITEM:****FILE REF:****REPORT OF THE CHAIRPERSON: MUNICIPAL PUBLIC ACCOUNTS COMMITTEE -
OVERSIGHT REPORT ON THE 2022/2023 ANNUAL REPORT****1. INTRODUCTION**

The Local Government: Municipal Finance Management Act, Act 56 of 2003 (MFMA) read together with Local Government: Municipal Structures Act 117 Of 1998, assigns specific oversight responsibilities to Council with regard to the Annual Report and the preparation of an Oversight Report. The Municipal Public Accounts Committee was established for ensuring that the executive implements programmes and plans in consistent with policy, legislation and the dictates of the Constitution. The annual report is a key instrument of transparent governance and accountability.

It is a post-financial year document which provides an overview of the process of financial and non-financial performance in respect of the previous financial year, in this instance 2022/2023 financial year. The adoption of an Annual Report and oversight report is a legislated requirement in terms of the Local Government: Municipal Finance Management Act, Act 56 of 2003 (MFMA).

Section 129 of the Local Government Municipal Finance Management Act, 2003 (Act No. 56 of 2003) (MFMA) requires the Council to consider the annual reports of its municipality and of any municipal entity to adopt an "oversight report" containing the Council's comments on each annual report. The Oversight Report is the final major step in the annual reporting process of the municipality.

The oversight report must include a statement whether the Council:

- Has approved the annual report, with or without reservations;
- Has rejected the annual report; or
- Has referred the annual report back for revision of those components that can be revised.

2. PURPOSE OF THE REPORT

To submit the Oversight Report on the Annual Report for the 2022/2023 financial year in terms of Section 129 of the MFMA. To recommend to Council the consideration of the 2022/2023 Annual Report and to adopt an 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).

3. BACKGROUND

The 2022/23 Annual Report was tabled in Council by the Executive Mayor on the 30 January 2024. According to Section 129 of the MFMA, Council has to consider the Annual Report of the Municipality, its entity and by no later than two months from the date on which the annual report was tabled, adopt an oversight report containing the Council's comments on the report. Council has then referred the Annual Report to the Municipal Public Accounts Committee (MPAC) for consideration and probing (CR/139/01/24). The MPAC is expected to probe the Annual Report and compile an Oversight Report on the Annual Report on behalf of Council. The Oversight report is the final step in the Annual reporting process.

4. LEGAL FRAMEWORK

4.1. Preparation and adoption of annual reports.

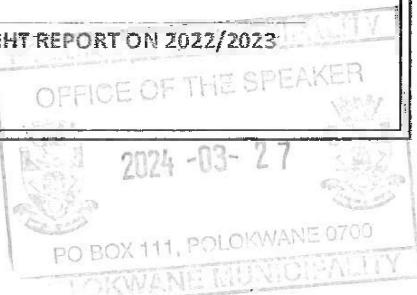
Section 121 (1) of the MFMA requires that every municipality and every municipal entity must for each financial year to prepare an annual report in accordance with this Chapter. The council of a municipality must within nine months after the end of a financial year deal with the annual report of the municipality and of any municipal entity under the municipality's sole or shared control in accordance with section 129 of the MFMA.

- Tabling of this report to Council confirms the compliance of the municipality with sec 121 (1) of the MFMA, the annual report was dealt with within nine months after the end of the financial year.

4.2. The purpose of an annual report

Sec 121 (2) Municipal Finance Management Act, Act 56 of 2003 indicates the purpose of the Annual Report as: —

- a) To provide a record of the activities of the municipality or municipal entity during the financial year to which the report relates;



- b) To provide a report on performance against the budget of the municipality or municipal entity for that financial year; and
- c) To promote accountability to the local community for the decisions made throughout the year by the municipality or municipal entity.

4.3. Tabling of the Annual Report

Section 127 of the MFMA says the Mayor of a municipality must, within seven months after the end of a financial year, table in the municipal council the annual report of the municipality and of any municipal entity under the municipality's sole or shared control.

- The Municipality complied with Sec 127 of the MFMA, the Executive Mayor tabled the annual report of the municipality and its entity Polokwane Housing Association (PHA) within seven months after the end of the financial year (30 January 2024).

4.4. Submission of the Annual Report

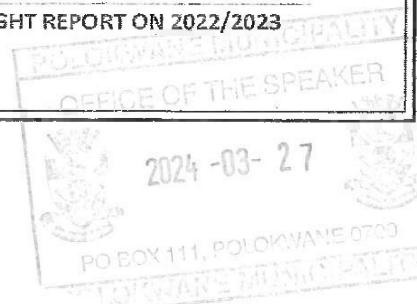
Section 127 (5) (b) of the MFMA requires the Accounting Officer to submit annual report to the Auditor-General, the relevant provincial treasury and the provincial department responsible for local government in the province.

- The municipality complied with Sec 127 (5)(b) of the MFMA, the annual report was submitted to office of the Auditor-General, Provincial treasury and Provincial department (CoGHSTA) responsible for local government in the province.

4.5. Oversight reports on annual reports

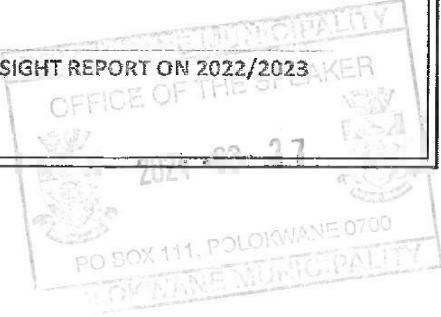
The oversight report is compiled in terms of Section 129 (1) of the Municipal Finance Management Act, No. 56 of 2003 which reads as follows: "The council of a municipality must consider the annual report of the municipality and of any municipality entity under the municipality's sole or shared control and by no later than two months from the date on which the annual report was tabled in the council in terms of section 127, adopt an oversight report containing the council's comments on the annual report, which must include statement whether the council:-

- (a) Has approved the annual report with or without reservations;
- (b) Has rejected the annual report
- (c) Has referred the annual report back for revision of those components that can be revised".



5. ANNUAL REPORT CONSULTATION PROCESS

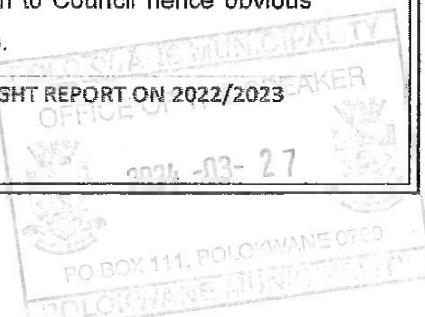
- 5.1. Section 127 (2) of the MFMA says "The Mayor of a municipality must, within seven months after the end of a financial year, table in the municipal council the annual report of the municipality."
- The 2022/23 Annual Report was tabled in Council of 30 January 2022 with all the required attachments including the annual performance report, consolidated audited financials, audit reports of the municipality and its entity PHA. **Annexure B**
- 5.2. Section 127 (5) (a) (i) of the MFMA requires the Accounting Officer to make the annual report public.
- The 2022/23 Annual Report was made public on the Municipal Website, Municipal clusters, municipal libraries and Municipal Facebook page within five (days) and within seven (7) days in the local newspapers after it was approved by Council on 30 January 2024. **Annexure C**
- 5.3. Section 127 (5) (a) (ii) of the MFMA requires the Accounting Officer to invite the local community to submit representations in connection with the annual report.
- A notice was published to invite members of the community and other stakeholders to submit written comments/inputs into the Annual Report. In addition, the 2022/23 Annual Report was also made available at all Municipal Libraries, All Cluster Offices, Municipal Website and Municipal Facebook page. **Annexure C**.
 - The municipality (MPAC) did not receive any comments from the members of the public and relevant stakeholders Within the 21 days of opening for comments from members of the public.
- 5.4. Section 127 (5) (b) of the MFMA requires the Accounting Officer to submit annual report to the Auditor-General, the relevant provincial treasury and the provincial department responsible for local government in the province.
- Copies of the 2022/23 Annual Report were submitted in terms of Section 127(5) (b) to the following stakeholders, Provincial Treasury, National Treasury, Provincial COGHSTA and Auditor General. **Annexure D**.
- 5.5. The Municipal Public Accounts Committee held a meeting to adopt the Action Plan for probing the 2022/23 annual report. **Annexure E**.



- Meetings were held as per adopted action plan and other meetings were also convened due to volume of documents to be considered.
- 5.6. The committee conducted a project site inspection / visits on the 05 March 2024, 06 March 2024 and 07 March 2024. The projects visited are Oliphantspoort RWS, Nelson Mandela Crossing Roads, Verification of purchased TLB, Grader and Compactor Trucks, Sandriver North Water Treatment and Annadale Extension 2.
- 5.7. MPAC Public Participation**
- MPAC held a public Participation meeting on the 14th of March 2024 in terms of Section 21 (a) of the Municipal Systems Act No. 32 of 2000.
- Members of the Public and municipal stakeholders were invited in terms of Section 21 (a) of the Municipal Systems Act No. 32 of 2000, the Acting Executive Mayor for the session Cllr Tshepo Nkwe presented the annual report and members of the public posed questions to the Acting Executive Mayor to respond.
 - The committee further distributed the summary of the 2022/23 Annual report to all municipal clusters, published a notice in local newspaper, municipal Facebook page and municipal website. Annexure F.
- 5.8. MPAC held a public hearing on the 18th of March 2024 at the New Council Chamber. Acting Executive Mayor with Members of the Mayoral Committee supported by Management led by the Municipal Manager was responding to clarity seeking questions posed by MPAC members. Members of the public, media and stakeholders were invited to the hearing in terms of Section 20, Chapter 4 of the Local Government: Municipal Systems Act. 32 of 2000 and Section 130 of the Municipal Finance Management Act, No. 56 Of.2003. Annexure G

6. MPAC Findings

- 6.1. The annual report of the municipality was prepared in all material aspects in terms of Circular 63, however the concern is on the high number of misalignments and omissions identified in the Annual Performance Report.
- 6.2. Annual report of the Municipality and its entity (PHA) was not properly reviewed, errors were identified during probing through the annual report checklist template.
- 6.3. Reported information was not reviewed prior submission to Council hence obvious errors were detected by MPAC during probing (recurring).

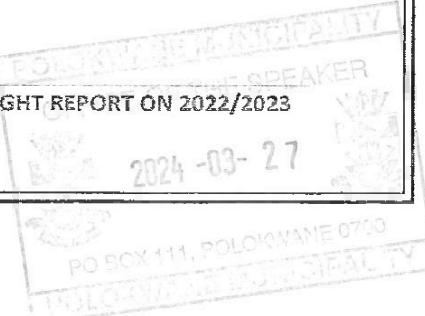


- 6.4. Grant funded projects are not completed in time and the municipality has lost Grant to the amount of R17 245 152.97 due to unapproved rollover (recurring).
- 6.5. The Municipality did not perform well in terms of service delivery, projects which were planned to be completed in 2022/23 financial year were not completed within the planned timeframe as per SDBIP targets (recurring).
- 6.6. Polokwane Housing Association made payments for the meetings without proof of attendance such as the signed attendance registers.
- 6.7. Provision was made for material impairment of R1062 445 493 (2021-22:1001 904 965) as a result of irrecoverable debtors disclosed in note 4 to 6 of the financial statements.
- 6.8. The following findings from the Annual Performance Report were deliberated during Public Hearing and the Executive Mayor committed that the findings will be addressed through management:
 - Actual Performance not aligned to the planned target.
 - Expenditure not aligned to the actual performance, whereby completed projects and projects in progress reported R0.00 expenditures.
 - Challenges and Corrective Measures were not reported and others were not addressing poor performance on targets not achieved.
 - Actual project expenditure not reported
 - Projects expenditure exceeds the allocated budget.
 - The revised budget was not captured in the report portraying misalignment of the budget against reported expenditure.

7. Conclusion

The findings raised by the committee were acknowledged to be relevant and the Acting Executive Mayor committed to address them with Management, it is of interest of the MPAC committee that management must address all the findings to ensure that they don't occur in future. It is appreciated that the municipality and its entity maintained a qualified audit opinion, however there is still a need to improve and address the areas of qualification in order to advance to a Clean Audit.

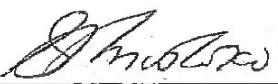
Municipal Manager must hold accountable directors who do not review reported performance within their directorates and allow incomplete reports to serve in Council.



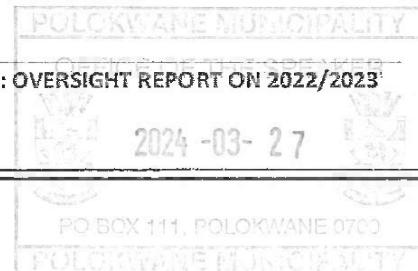
8. MPAC Recommendations to Council

That MPAC, having fully considered the 2022/23 Annual Report of Polokwane Municipality and its Entity Polokwane Housing Association (PHA), recommends that Council adopts the 2022/23 Oversight Report.

1. That the 2022/23 annual report be approved without reservations.
2. That the 2022/23 Oversight Report be made public in accordance with Section 129(3) of the Municipal Finance Management Act 56 of 2003.
3. That the Oversight Report be submitted to the Provincial Legislature in accordance with Section 132(2) of the Municipal Finance Management Act 56 of 2003.
4. That written notices be given to poor performing contractors and service providers to enable the municipality to reject their Bids for future projects as per Section 38 1 (d) (ii) of the Municipal Supply Chain Management Regulations of 2005.
5. That an internal investigation be conducted on payments of Polokwane Housing Association claims related to attendance of meetings to determine if there was no breach of internal controls and if all the claimants attended meetings since there are no proof of attendance.
6. That prior to the annual report's publication, all errors found as detailed in the checklist should be corrected, including the project's budget expenditure.
7. That the debtors' breakdowns of the irrecoverable debts, together with a record of all the steps taken to determine the debts' irrecoverability before they are written off, be submitted with the report when it is presented to Council for the purpose of writing off the irrecoverable debts as disclosed in notes 4 to 6.
8. That MPAC further pursue evidence related to companies which did not qualify for the contract in accordance with section 181 (1) of the construction industry development board act 38 of 2000 and CIDB regulations 17 and 25 (7).
9. The Supply Chain Management Policy should include a clause to serve as a guideline for allocation of work to panel of contractors.


Cllr: MS Phoshoko
MPAC:Chairperson

22/03/2024
Date



ANNEXURE A

Annual Report

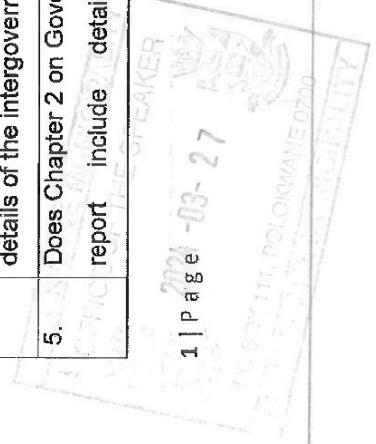
Checklist



The format of the Annual Report 2022/23 is based on the annual report template issued by National Treasury in MFMA circular 63 of 2012

No	Question	Yes	No	MPAC Comments/ Questions	Management Comments
1.	Was the annual report submitted to the Auditor-General, together with the annual financial statements by the 31 August?	Yes		None	
CHAPTER 1					
2.	Does Chapter 1 of the Annual Report include:	Yes		- The Annual report on the website is not signed.	Management agrees with MPAC, the Annual Report will be submitted to the MM and EM for signature before final approval by council.
	- The Executive Mayor's Foreword?				
	- The Municipal Manager's foreword?				
	- Municipal overview?				
CHAPTER 2					
3.	Does Chapter 2 of the annual report include the Governance Structures, both Political and Administrative?	Yes		- Page 28 – Administrative structure is for 2021/22 why?	The administrative structure for 2022/23 is similar to the 2021/22, however it was an error from Organisational Development to update the financial year.
4.	Does Chapter 2 of the annual report include details of the intergovernmental relations?	yes			
5.	Does Chapter 2 on Governance in the annual report include details on all public	Yes		None	
				None	

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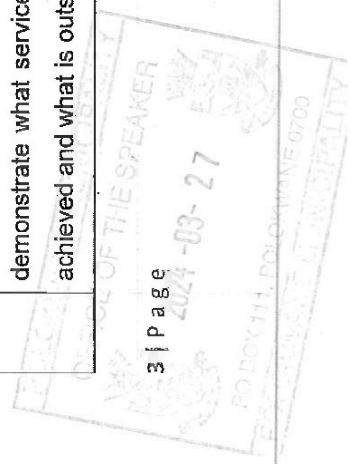
The format of the Annual Report 2022/23 is based on the annual report template issued by National Treasury in MFMA circular 63 of 2012

2022/23 ANNUAL REPORT CHECKLIST - MUNICIPAL PUBLIC ACCOUNTS COMMITTEE - POLOKWANE MUNICIPALITY

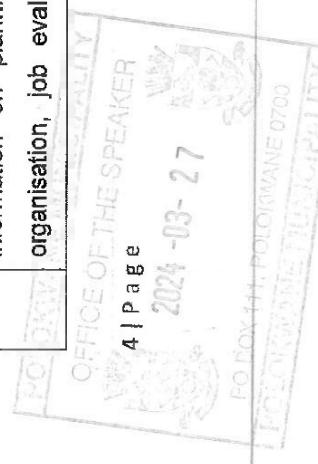
No	Question	Yes	No	MPAC Comments/ Questions	Management Comments
	accountability and public participation meetings and the IDP participation & alignment?				
6.	Does chapter 2 on governance in the annual report address risk management issues?	Yes	F	Risk on Fraud and Corruption was included on the top 10 risks.	The Fraud and Corruption was omitted and it will be included in the report.
7.	Does Chapter 2 on the annual report address anti-corruption and fraud?	Yes		None	
8.	Does Chapter 2 on Governance in the annual report address supply chain management issues?	Yes		None	
9.	Does Chapter 2 on Governance in the annual report address by-laws?	No	-	The By-Laws are wrongly reported in Chapter 1 on (1.13) instead of Chapter 2 as per Circular 63 guidelines Component D.	Reporting on Municipal By-Laws will be moved to chapter 2 as per Circular 63
10.	Does Chapter 2 on Governance in the annual report address the website(s) where information is available?	Yes			The municipal did not enter into long term contracts as per the provision of section 33 of the MFMA, therefore there are no table 4 on page 32 indicates that



2022/23 ANNUAL REPORT CHECKLIST – MUNICIPAL PUBLIC ACCOUNTS COMMITTEE – POLOKWANE MUNICIPALITY					
No	Question	Yes	No	MPAC Comments/ Questions	Management Comments
11.	Does chapter 2 on Governance in the annual report share information on public satisfaction on municipal services?	Yes		- some documents are not available on the website (Contradiction). - Why are they not available on the website?	The intention is to use elected ward committee members to conduct the public survey.
12.	Does Chapter 2 in the annual report address the municipal oversight committees?	No		- How much budget do you require to do the community satisfaction survey? - Why By-Laws reviewed and adopted are not covered in this chapter?	Circular 63 gives provision to refer to page 26 of the annual report on all Municipal Oversight Committees on Chapter 2. - Why municipal oversight committees not covered?
CHAPTER 3					
13.	Does Chapter 3 in the annual report demonstrate what service delivery has been achieved and what is outstanding?	Yes		- None	



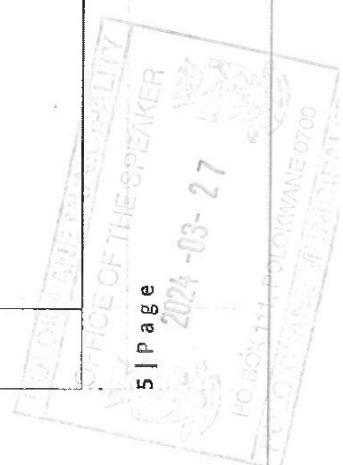
2022/23 ANNUAL REPORT CHECKLIST – MUNICIPAL PUBLIC ACCOUNTS COMMITTEE – POLOKWANE MUNICIPALITY					
No.	Question	Yes	No	MPAC Comments/ Questions	Management Comments
14.	In Chapter 3 of the annual report, are the service delivery issues structured, captured and reflected under each priority as contained in the IDP to allow for easy comparisons on achievements against budget and SDBIP?	Yes	-	Page 124 – why is the reported performance for 2021/22 financial year? (Traffic and Licenses)	Refer to page 140 under Traffic and Licensing. The information is for 2022/23. Under personnel data there is an indication of budgeted position for 2021/22, which is supposed to be 2022/23. However, the comparison is stated clearly for 2021/22 and 2022/23 financial year.
CHAPTER 4					
15.	Does Chapter 4 of the annual report provide information pertaining to the implementation of an effective performance management system, organisational development and performance of the municipality?	Yes	-	None	
16.	Does chapter 4 of the annual report provide information on planning, service delivery, organisation, job evaluation, remuneration,	Yes	-	None	



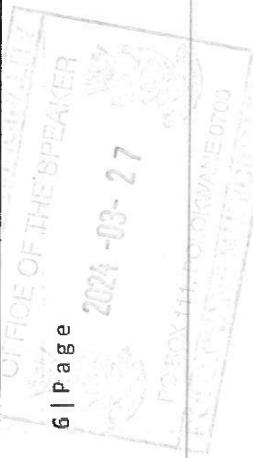
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2022/23 ANNUAL REPORT CHECKLIST – MUNICIPAL PUBLIC ACCOUNTS COMMITTEE – POLOKWANE MUNICIPALITY

No	Question	Yes	No	MPAC Comments/ Questions	Management Comments
	benefits, personnel expenditure, affirmative action, recruitment, promotions, terminations of services, performance management, skills development, injury on duty, labour relations, leave and discharge due to ill-health?				
17.	Does chapter 4 of the annual report provide information to identify skills gaps and plans for development of such skills?	Yes	- None		
CHAPTER 5					
18.	Has chapter 5 of the annual report on financial performance include information divided into the following framework:			<ul style="list-style-type: none"> - Sequence of components not in line with circular 63 why? 	Refer to Table 76 in Page 195, on capital expenditure.
				<ul style="list-style-type: none"> - Statement of financial performance. 	Chapter 5 should have 4 components, why is it only component A and C clearly outlined?
				<ul style="list-style-type: none"> - Spending against capital budget. 	Refer to 5.10 in page 195 which covers UIF, however a proper heading will be inserting for easy reference.
				<ul style="list-style-type: none"> - Cash flow management and investment. 	Component A – Available
				<ul style="list-style-type: none"> - Other financial matters. 	<ul style="list-style-type: none"> - Component B – Not clearly outlined
					Component C – 5.8 Available
					Component D – Not available



2022/23 ANNUAL REPORT CHECKLIST – MUNICIPAL PUBLIC ACCOUNTS COMMITTEE – POLOKWANE MUNICIPALITY				
No	Question	Yes	No	MPAC Comments/ Questions
	CHAPTER 6			Management Comments
19.	Does Chapter 6 of the annual report include the Auditor-General's Report as submitted by the Auditor-General?	No	-	The committee only noticed the AG opinions for the past five years.
20.	Does Chapter 6 of the annual report include details on issues raised during previous financial year by the Auditor-General?	No	-	The committee only noticed the AG opinions for the past five years.
21.	Does Chapter 6 of the annual report include remedial action taken to address issues raised during the previous financial year by the Auditor-General and representative measures?	No	-	Why remedial action taken to address issues raised in the previous financial year not reported?
	APPENDICES			
22.	Is an Appendix A on Councillors, Committee allocation and council attendance included?	Yes		None
23.	Is an Appendix B on committee and committee purpose included, listing all committees of the Council, the purpose of each committee and the names of councillors	Yes		None



2022/23 ANNUAL REPORT CHECKLIST – MUNICIPAL PUBLIC ACCOUNTS COMMITTEE – POLOKWANE MUNICIPALITY					
No	Question	Yes	No	MPAC Comments/ Questions	Management Comments
24.	serving on them and the attendance of each councillor?				
25.	Is appendix C include an organogram of the administrative structure? Is an Appendix D included on what constitutes a municipal functions and the functions applicable to the municipality's entities?	Yes	None	<ul style="list-style-type: none"> - Airports - Who owns the airport next to silicon? - As far as the committee is concerned the airport is owned by the municipality and you reported no, when was it auctioned? - Health services – What kind of health services is the municipality providing? - Provide the committee with list of health services you refer to in the report. 	<ul style="list-style-type: none"> - The airport is owned by Polokwane Municipality. The "no" response is informed by the fact that Polokwane Municipality is not performing the airport function, the functions are contracted out. - The municipality provides environmental health. - Food health inspections



2022/23 ANNUAL REPORT CHECKLIST – MUNICIPAL PUBLIC ACCOUNTS COMMITTEE – POLOKWANE MUNICIPALITY				
No	Question	Yes	No	MPAC Comments/ Questions
	- What's the relationship between Rethabile Clinic and Polokwane Municipality?			- Rethabile Clinic belongs to the Department of Health, the relationship is about client care. If they need space for privacy, Polokwane Municipality assist.
	- Municipal Public Transport - why did you report that you don't provide public transport while we have Leeto la Polokwane?			- Polokwane Municipality does not have a public transport function. The municipality is the contracting authority in terms of the National Land Transport Act 5 of 2009, hence the implementation of the Leeto la Polokwane Services.
26.	Is an Appendix E on ward reporting included with information on the functions of ward	Yes		- None



The format of the Annual Report 2022/23 is based on the annual report template issued by National Treasury in MFMA circular 63 of 2012

2022/23 ANNUAL REPORT CHECKLIST – MUNICIPAL PUBLIC ACCOUNTS COMMITTEE – POLOKWANE MUNICIPALITY

No	Question	Yes	No	MPAC Comments/Questions	Management Comments
	committees, the sector of community representation, reports submitted by each of these committees' challenges experienced and measures taken to address them?				
27.	Is an Appendix F on ward information included outlining the name/number of the ward, listing the seven largest projects in each ward with start & end dates, their total value, progress and information on the top four delivery priorities per ward?	Yes	-	<ul style="list-style-type: none"> - Seven largest projects did not include ward information as required by Circular 63. - In which wards are this projects being implemented? 	A column to indicate the wards will be included.
28.	Is an Appendix G included on recommendations of the audit committee, those adopted, those that were not adopted and the meetings held?	Yes	-	None	
29.	Is Appendix H included information related to the largest projects, agreements and contracts and any public, private partnerships?	Yes	-	None	



The format of the Annual Report 2022/23 is based on the annual report template issued by National Treasury in MFMA circular 63 of 2012

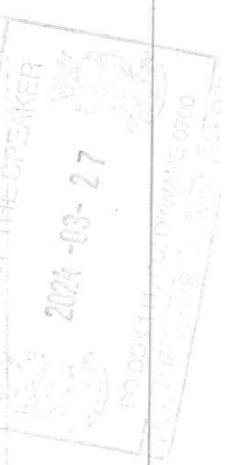
2022/23 ANNUAL REPORT CHECKLIST – MUNICIPAL PUBLIC ACCOUNTS COMMITTEE – POLOKWANE MUNICIPALITY

No	Question	Yes	No	MPAC Comments/ Questions	Management Comments
30.	Is an Appendix I include Municipal Entity / service provider performance schedule from the top four priority indicators in the IDPP?	Yes		- Service providers for the entity is not reported.	Service provider performance for PHA will be included in the final report to council.
31.	Is an Appendix J included with senior manager's disclosures of financial interests?	Yes	None		
32.	Is an Appendix K included on revenue collection by votes and by source based on prior year ad current year actual collections?	Yes	None		
33.	Is an Appendix L included on Conditional Grants received (excluding MIG) received during the year indicating adjustments budget and the actual, showing percentage variances and any major conditions applied by donors on each grant?	Yes	None		
34.	Is an Appendix M included on capital expenditure: - On new assets programme. - On upgrade/renewal programmes showing the actual of the prior year, the	Yes	None		

The format of the Annual Report 2022/23 is based on the annual report template issued by National Treasury in MFMA circular 63 of 2012

2022/23 ANNUAL REPORT CHECKLIST – MUNICIPAL PUBLIC ACCOUNTS COMMITTEE – POLOKWANE MUNICIPALITY

No	Question	Yes	No	MPAC Comments/ Questions	Management Comments
	adjusted budget and actual expenditure in the current year?				
35.	Is an Appendix N on all capital projects in the current financial year, indicating the adjusted budget, actual in the current year and the variance?	Yes		None	
36.	Is an Appendix O included on all capital projects per ward in the current financial year and if the work was completed or no?	Yes		None	
37.	Is an Appendix P include on service connection backlog at schools and clinics with their names and location?	Yes		None	
38.	Is an Appendix Q included with all service backlogs experienced by the community where another sphere of government is responsible for providing services?	Yes		None	
39.	Is an Appendix R included listing all organisations or person in receipt of loans and grants; from the municipality stating the nature	Yes		None	



The format of the Annual Report 2022/23 is based on the annual report template issued by National Treasury in MFMA circular 63 of 2012

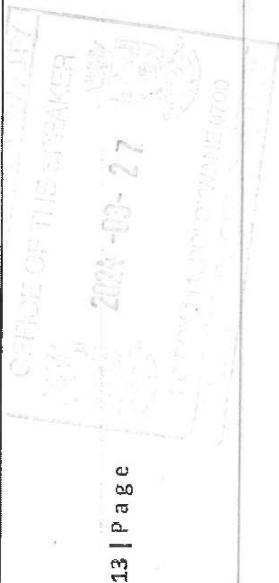
No	Question	Yes	No	MPAC Comments/ Questions	Management Comments
40.	of the projects funded, conditions attached and rand value?				
41.	Is an Appendix S included listing all monthly MFMA S71 budget statements not submitted in time?	Yes		None	
41.	Is an Appendix T included for National and Provincial outcome for local government?	Yes		None	
42.	Have all components of the audited financial statements as signed by the Auditor-General been included in the annual report in volume 2?	Yes		None	

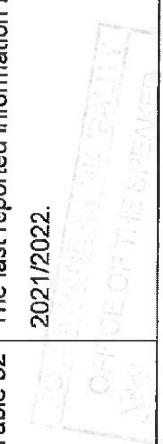


The table below indicate the information reported which is not relevant to the financial year under review.

Why did you report on information for 2021/22 financial year instead of 2022/23 financial year?

No	Page in the Annual Report	MPAC comments / Information reported not relevant to 2021/22 financial year under review	Management Comments
1.	Page 3 – Table of Contents	Traffic and Licenses Services: 2021/22	Refer to item 3.17 under Traffic and Licensing in the table of contents. There is no mention of 2021/22
2.	Page 23 – 2.2.2	Administrative Governance Structure for 2021/22.	The information on Administrative Governance is for 2022/23, however the heading was captured as 2021/22, which is not the year under review.
3.	Page 50 – 3.3.7	<ul style="list-style-type: none"> - Polokwane Municipality has high sanitation provision backlog of plus minus 68 000 households without having access to sanitation services in the 2021/22 financial year - A further 388 urban sanitation was reported at the end of the 2021/22 financial year. 	The paragraph makes reference to the performance of 2021/22 as a comparison to what is reported in 2022/23.



4.	Page 66 – 3.7.3	Challenges in 2021/22.	Challenges on Property Management is on page 63 and it's for 2022/23.
5.	Page 71 – Table 32	The reported information is not relevant to the financial year under review, is for 2021/2022.	Employees for Geo Informatics are in Table 36 of the report and is for 2022/23. The information is in page 71 of the report.
6.	Page 101	Polokwane has planted 3 714 trees during 2021/22 financial year.	Information for tree planted is in Table 51 page 90. The information is for 2022/23.
7.	Page 101 – Table 44	Employees: Landscape (Parks) 2021/22	Table 49 in page 79 reflects Employees: Landscape (Parks) for 2022/23. A comparison with 2021/22 is reflected.
8.	Page 106 – Table 52	The last reported information is not relevant to the financial year under review, is for 2021/2022. 	Information on Roads Service Delivery Objectives is Table 63, page 113 and the

		information is for 2022/23..
9.	Page 121 – Table 59	The reported information is not relevant to the financial year under review, is for 2021/2022. Information on municipal bus data is in Table 69, page 136. The information is for 2022/23.
10.	Page 123 – 3.15	Traffic and Licenses 2021/22 Traffic and licensing information in page 139 of the report and it's for 2022/23.
11.	Page 124 – 3.15.3	Of the 451 positions only 206 were budgeted for in the 2021/22 financial year with 25 positions thereof budgeted but not yet filled. Traffic and Licensing personnel information data in page 140 is for 2022/23 as indicated in table 72. However, there is error on the paragraph that mentions the number of vacancies which indicates 2021/22. The correction of the financial year will be

12.	Page 125 – Table 63	Total number of 3926 parking fines issued in 2021/22 financial year	made in the final annual report to council.
			Parking fines are in Table 73, page 141. The information is captured as for 2021/22 however the table is clearly indicated as 2022/23. The information will be corrected by Traffic and Licensing.
13.	Page 127 - Table 68	2021/22 Capital Budget	Capital Budget for By-Law and Security is in page 143, Table 78 and the information is for 2022/23.
14.	Page 134 - Table 76	The reported information is not relevant to the financial year under review, is for 2021/2022.	Sports and Recreation indicator information is in page 151, Table 87. The information is for 2022/23.
15.	Page 140 – 3.18.2	The swimming pools and other sporting facilities have experienced a 70% dip in revenue collection in the 2021 2022 FY.	Statement in page 154 of the annual report from

		Sports is outdated. The director must provide the information for 2022/23 under swimming pools and sporting facilities.
16.	Page 142 – Table 82	The last reported information is not relevant to the financial year under review, is for 2021/2022.
17.	Page 175 – Table 99	The reported information is not relevant to the financial year under review, is for 2021/2022.
18.	Page 178 – Table 102	The reported information is not relevant to the financial year under review, is for 2021/2022.

The committee scrutinised your annual report and identified the discrepancies listed above:



<p>Why should the committee not recommend Council to reject your report?</p>	<p>Management noted that there might be difference between the report that MPAC scrutinised and the report that was approved by council. This might have been caused by the exchange of soft copies between PMS SBU and MPAC. The references made to the page numbers and tables are different, however management was able to respond to the issues raised. Based on the issues raised by MPAC, the following has been noted:</p> <ol style="list-style-type: none"> 1. The information on number of traffic fines issued for 2022/23 is captured as for 2021/22. This will require Director Community Services to review the reported information and provide the correct information. The table is makes provision for provision of 2022/23 information. 2. A statement under Sports about the dip in swimming and sporting facilities is for 2021/22 needs to be reviewed and corrected with factual information for 2022/23. 3. Under Administrative Governance, Corporate and Shared Services will correct the financial year as correctly highlighted by MPAC. 4. The other issues are captured in the table above, which indicates the correct information and the page numbers.
<p>Management Overall Comments</p>	<p>Management acknowledges the errors as highlighted above, however management is in a position to address them within the stated period of the oversight process. Further, management will submit the corrected Final 2022/23 Annual Report to council with the Oversight Report.</p>

ANNEXURE B

COUNCIL RESOLUTION

ANNUAL REPORT





RESOLUTION OF THE COUNCIL OF POLOKWANE LOCAL MUNICIPALITY

DATE OF RESOLUTION: 30 JANUARY 2024

RESOLUTION NO: CR139/01/24

ITEM - 8.7

2022-23 ANNUAL REPORT

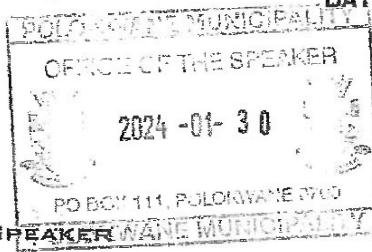
RESOLVED THAT:

1. The 2022/23 Annual Report of Polokwane Municipality and Polokwane Housing Association for the year ended 30th June 2023 be noted.
2. The 2022/23 Annual Report be made public and members of the public be invited to make written submissions and comments on the 2022/23 Annual Report.
3. A period of 21 working days be allowed for the members of the public to make their written submissions from the date on which the public notice is issued.
4. The 2022/23 Annual Report be referred to the Municipal Public Accounts Committee (MPAC) for probing.
5. MPAC presents an Oversight Report on the 2022/23 Annual Report to Council by no later than two (2) months from the date on which the 2022/23 Annual Report was tabled in Council.

[Signature]
**CLLR K.W. MODIBA
COUNCIL SPEAKER**

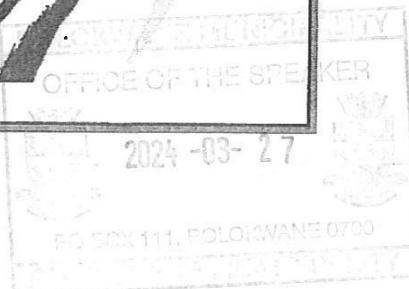
2024/01/30

DATE



OFFICE OF THE SPEAKER, POLOKWANE LOCAL MUNICIPALITY

• P.O. BOX 111, POLOKWANE, 0700
 • CIVIC CENTRE, Cnr LANDROOS MARE & BOOSENSTEIN STREETS
 • POLOKWANE, 0699, SOUTH AFRICA
 • TEL: +27 15 290 2245/2821



ANNEXURE C

Publish Annual Report





Martha Swanepoel

Speserye gee kleur, geur en smaak aan kos, en dikwels ook aan jou lewe. Stap sy lewers in waar daar kos voorberei word, en die geure verwelkom jou, is jy gewoonlik sommer daadlik honger.

Speserye word bykans enige gereg gevroeg. By Ludri en Cornell Rautenkamp is daar 'n vertrek waarin speserye in botteltjies in die donker gestoor word. Op die tafel in die sitkamer wag 10 botteltjies speserye en 'n bakkie met komkommer.

"Dit is vir later, wanneer jy proe."

Komkommer smaak neutraal en is dus die beste manier om dit speserye te probeer," verduidelik Ludri.

Ludri is allergies vir glutine en was op soek na 'n glutienvrye spesery. Nadat hy nie 'n klant gevra het, het die droom om self die speserye te verkoop begin en in November 2022 ontvang hulle die eerste bestelling.

"Dit was eers net braai-, slate-, tjsps- en boereworsspeserye. Ons het dit self verpak en die etikette opgesit. Daarna het ons alles

uitgedeel om mense bekend te stel aan die produk," se Ludri.

Ludri se naam, Tha' Spice, het 'n lekker Suid-Afrikaanse gevoel op die tong en weerspieël hulle beleid dat alles wat hulle gebruik eg Suid-Afrikaans is.

Nou is daar 11 verskillende geure waarvan Worcesterous die topverkoper is.

Die nuutste en tweede gewildste spesery is die Chili Sprinkle. Die 11de spesery in die rakkie is 'n Chili Bites spesery.

Mense wat hulle eet boerewors, biltong en chilfestakkies maak, kan gebruik van die k-gpakke speserye in Ludri se speserykamer.

"Ek is elke Dinsdag by André Kock & Sons Veilings waar die produkte beskikbaar is. Dit word ook in plaaslike winkels soos FoodZone Ladanna, XFNels, R&G Meats en Kera's Meat and Deli Corner verkoop. Ek beoog om dit by markte in die stad ook verkoop. Dit is belangrik om te wet die resep wat in ons speserye gebruik word, is nie soos ons oupas en ommas se resepete, en baie gewild."

Nthateng creates beauty through his lens

Miranda Chauke

Nthateng Sethemane's thought-provoking artwork is gaining international recognition.

The 31-year-old will have one of her pieces exhibited at the Ardhi Gallery in Kenya as part of an exhibition named 'Ubuntu In Focus' which focuses on celebrating unity and the resilience of African communities.

The exhibition will take place from February 3 to 29.

"I never thought it would happen anytime soon, so it feels surreal but I believe it is a wonderful opportunity to showcase my work outside of South Africa. It is a blissful moment and I am happy to have been chosen to be part of the group exhibition," she said.

With a creative eye, her love for photography developed while she was still in college where she studied journalism, which included photo journalism.

show the beauty of dark skinned individuals within the world community. It seeks to challenge the colonial narrative that promoted white skin from European descent as something of desire to the extent that our African sisters and brothers bleach their skin to look light or have fair skin. One of the legacies of Apartheid and Colonialism in our society is the discrimination against a dark skin and the perceived fallacy that projects or presents whiteness as something that is associated with beauty. 'Black like Me' emphasises the term that says 'Black is Beautiful' and redefines art and natural beauty through photography," she said.

She said she has always wanted to showcase her work where she comes from, and the opportunity was presented to her by Business and Arts South Africa and the Department of Sport, Arts and Culture under the Debut Alumni Accelerator Programme. Her sponsors include the Polokwane Municipality.

Go see her work on Instagram and Facebook, @shoot_ur_shot (PLAKA Media), and her personal IG is @reallynthateng. She can be reached at 068 240 2538.



If feels surreal, but I believe it is a wonderful opportunity to showcase my work outside of South Africa.

In 2018, she worked as a photographer for a communications company in Johannesburg, before going solo with Plaka Media where she challenged herself to not be typical in her photography.

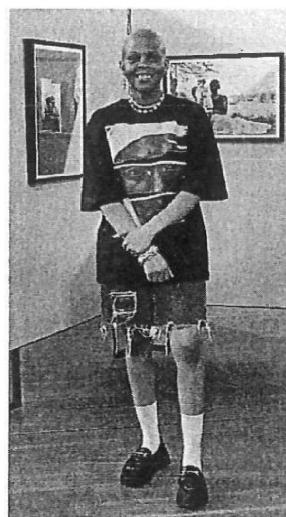
"I learned to be a diverse photographer. As a creative photographer, I've always wanted my photographs to speak to people or be thought provoking and also with my journalistic skills, it made sense to also tell stories through my work."

Also making big moves locally, she is the first black female to exhibit at the Hugh Exton Photographic Museum since 1986.

She currently has her first solo exhibition showing at the Hugh Exton Photographic Museum in the city.

The photography exhibition, 'Black like Me' was curated by Amos Lefaso and she worked with her brother Moraka Sethemane on the project.

"The relevance of 'Black like Me' is to



Nthateng Sethemane is currently exhibiting her work at the Hugh Exton Photographic Museum.

PUBLIC NOTICE

Reaga
Polokwane

Date Issued: 01 February 2024

NOTICE OF PUBLICATION OF THE 2022/23 TABLED ANNUAL REPORT AND INVITATION OF COMMUNITY MEMBERS TO PROBE AND MAKE WRITTEN SUBMISSIONS.

Polokwane Municipal Council tabled the 2022/23 Annual Report during its Council sitting held on the 30th January 2024 in line with the provisions of Section 21 of the Municipal Systems Act 32 of 2000 and Section 127 of the Municipal Finance Management Act 56 of 2003.

The tabled Annual Report is available for download on Polokwane Municipality website: www.polokwane.gov.za

Polokwane Municipality's Public Accounts Committee (MPAC) will probe 2022/23 Annual Report on behalf of Council and present an Oversight Report on the Annual Report within a period of two (2) months to Council as per the provisions of Section 129 of the Municipal Finance Management Act 56 of 2003.

Members of the public are invited to probe and make comments on the content of the Annual Report and forward comments to the Chairperson of MPAC, Polokwane Municipality, P.O. Box 111, Polokwane 0700.

Members of the public are encouraged to make electronic submissions to whellm@polokwane.gov.za and kennym@polokwane.gov.za

The closing date for the submission of comments or representations on the Annual Report is Thursday the 29 February 2024 (21 calendar days from the date of publication of this notice). Enquiries: V Mithombeni at 015 290 2164 / 081 389 5658 or whellm@polokwane.gov.za : K Maleka 015 290 2329 / 081 476 1821 or kennym@polokwane.gov.za

**MUNICIPAL MANAGER
MS THUSO NEMUGUMONI**



Issued by Commsolutions and Marketing Unit

"The ultimate in innovation and sustainable development"

RENTALS & BODY CORPORATE MANAGEMENT

2 BED TOWNHOUSE TO RENT:
Ladanna:
2bed, bath, kitchen & living area, small garden, garage. Prepaid electricity & Body corporate water.
Mar '24.
R5 740 pm

BACHELOR FLAT TO RENT:
Woodlands, Eagle's Nest:
open plan room with bathroom (bath). Prepaid electricity & water.
R3 560 pm
Feb '24.

2 BED FLAT TO RENT:
Ladanna, Terra Place:
open plan room with bathroom (bath). Prepaid electricity & water.
R3 560 pm
Jan '24.

2 BED TOWNHOUSE TO RENT:
Ladanna, Terra Place:
2bed, bath, kitchen & living area, small garden, garage. Prepaid electricity & water.
Mar '24.
R6 800 pm

BACHELOR FLAT TO RENT:
Mzansi St, Gazani:
Open plan room with bathroom (shower). Prepaid electricity & body corporate water.
Mar '24.
R3 560 pm

HENSA PROPERTIES

Tel: 015 293 8151 • Cell: 071 925 9629 • bestrentals4@gmail.com

2024 -03 - 27

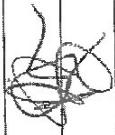
ANNEXURE D

Submission Annual Report



MPAC DELIVERY BOOK

138

Date	Name of Document	Delivered by	Received by (SBU)	Signature
02/03/23	2021-2022 Tabled Annual Report of Pictouline Municipality and Pictouline Housing Association	COGMSTA 	WILFRED S. 	
02/03/23	2021-2022 Tabled Annual Report of Pictouline Municipality and Pictouline Housing Association	Provincial Treasury 	Madelaine N. 	
03/03/23	2021-2022 Tabled Annual Report of Pictouline Municipality and Pictouline Housing Association	Office of Auditor General 	Veronica L. 	

MPAC DELIVERY BOOK

03-27



ANNEXURE E

MPAC Action Plan



Municipal Public Accounts Committee (MPAC)

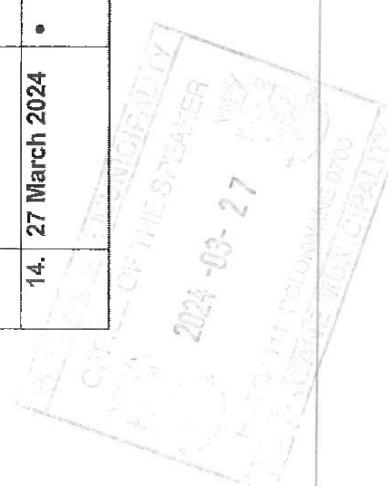
Action Plan on the 2022-2023 Annual Report

No	Date	Item/Activity	Action	Responsible Person	
1.	11 February 2024	MPAC Members	Check in and registration	• MPAC Members	
2.	12 February 2024	MPAC Meeting	<ul style="list-style-type: none"> • Consideration of Council referrals. • Draft Annual and Audit Report. • Adoption of the Action Plan. 	• Committee	
3.	12 – 16 February 2024	MPAC Strategic working session on the Draft Annual Report Stakeholders	<ul style="list-style-type: none"> • Auditor General to be invited to present audit report • COGHSTA • Internal Audit • Risk Management • SALGA • Provincial Treasury 	<ul style="list-style-type: none"> • The committee to scrutinize the draft annual and audit report 2022/2023 financial year. • Draft questions on annual report to be submitted to management. • UIFW Investigation Report. • APAC Report. • Mid-Year report. • Second Quarter Institutional Performance report • Session with Auditor General, SALGA, CoGHSTA and Provincial Treasury. 	• Committee
4.	27 February 2024	Submit questions to Management (Annual Report Mid-Year and Second Quarter)	<ul style="list-style-type: none"> • Consolidate MPAC questions for submission to Management. 	• Support Staff	
5.	05 to 07 March 2024	Projects visit	<ul style="list-style-type: none"> • 05 March 2024 • 06 March 2024 • 07 March 2024 	<ul style="list-style-type: none"> • The committee to visit projects as reported within the annual report. 	



6.	07 March 2024	Accounting Officer submits written responses to the MPAC	• Accounting Officer
7.	07 March to 11 March 2024	• Public notice to be placed in local newspapers. • Invitations to different stakeholders sent out to attend to attend public participation and Public Hearing.	• Support Staff
8.	13 March 2024	MPAC meeting to consider written responses from the Accounting Officer Part 2 – MPAC members caucus (preparation for public participation and the presentation for the public participation). Part 3 – Preparation for MPAC Public Hearing.	
9.	14 March 2024	MPAC public participation.	• Executive Mayor Committee • Management
10.	18 March 2024	MPAC Public Hearing • Interviews/Verbal questions to the Accounting Officer and the Senior Management team on the Draft Annual Report.	• Verbal interviews/question with management
11.	21 March 2024	MPAC to consider the draft oversight report • Members comments to be in the report • Recommendations of the committee.	• Consideration of the draft oversight report
12.	21 March 2024	• MPAC to adopt the final report to be tabled in Council	• Adopt the final report to Council
13.	22 March 2024	• Submit Oversight Report to Secretariat for packaging.	• Oversight report to Secretariat
14.	27 March 2024	• MPAC Chairperson to presents the Oversight report to Council.	• Presentation of oversight report to Council

2024-03-27



15.	02 April 2024	• Oversight report submitted/delivered to Provincial Legislature as legislated	• Submission of oversight report • Support Staff
16.	03 April 2024	• Oversight report submitted AG, COGHSTA, Provincial Treasury and National Treasury.	• Submission of oversight report • Support Staff



ANNEXURE F

Notice Public Participation





PUBLIC NOTICE

Date issued: 11 March 2024

MEMBERS OF THE PUBLIC ARE INVITED TO ATTEND A PUBLIC CONSULTATION MEETING ON THE 2022-2023 ANNUAL REPORT

Notice is hereby given in terms of Section 21 (a) of the Municipal Systems Act No. 32 of 2000 that Municipal Public Accounts Committee (MPAC) of Polokwane Municipality hereby invites members of the public to attend the Public Consultation meeting on the tabled 2022-2023 Annual Report to be held as follows:

Date: 14 March 2024
Venue: Executive Lounge (1st Floor); New Peter Mokaba Stadium
Time: 09H30

For more information, please contact Kenny Maleka on 015 290 2529/061 476 1821 and Mathaba Pheeha 067 128 2137

Municipal Manager
Ms. THUSO NEMUGUMONI



ANNEXURE G

Notice Public

Hearing





PUBLIC NOTICE



Date issued: 11 March 2024

MEMBERS OF THE PUBLIC AND STAKEHOLDERS ARE INVITED TO ATTEND A PUBLIC HEARING ON THE 2022/23 DRAFT ANNUAL REPORT.

Notice is hereby given in terms of Section 20, Chapter 4 of the Local Government: Municipal Systems Act, 32 of 2000 and Section 130 of the Municipal Finance Management Act, No. 56 of 2003. That the Municipal Public Accounts Committee (MPAC) of Polokwane Municipality hereby invites members of the public and stakeholders to attend the Public Hearing on the tabled 2022/2023 Draft Annual Report to be held as follows:

Date : 18 March 2024

Venue: New Council Chamber

: Polokwane City

: Corner Bodenstein and Church Streets

Time : 10H00

For more information, please contact Ms Mathaba Pheeha on 015 290 2529 or 067 128 2137

Municipal Manager
MS. THUSO NEMUGUMONI



Polokwane Municipality

www.polokwane.gov.za

2024 -03- 27

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