

Endumeni Municipality

IDP REPORT 2011/2012

▶ 11.

▶ **Communications Plan
2011/2015**

ENDUMENI LOCAL MUNICIPALITY



ENDUMENI

COMMUNICATION STRATEGY

**Private bag x2024
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TABLE OF CONTENTS

SECTION ONE: INTRODUCTION

1. Introduction

The dawn of the new developmental local government as elucidated in the White paper on Local Government presented all South Africans with an opportunity to participate in local government initiatives and allowed them to become the masters of their own development. However, this new call for meaningful participation and inclusivity of communities in municipal affairs has necessitated vigorous communication efforts from all local government structures. The envisaged communication is meant to allow communities to register their needs and how they want to see the development unfolding in their respective areas. On the other hand this communication allows the municipality to constantly report back and keep communities abreast about the progress or changes in the general adopted plans. It is only through effective communication that the community-local government partnership can be sustained.

Furthermore, it is worth noting that, the Municipal Systems Act 32 of 2000 compels municipality to facilitate community participation and consultation in all the affairs of council. It makes it a requirement that before an IDP can be considered as a strategic document it has to enjoy full participation of the communities and local stakeholders. Clearly, the need always persists for an ongoing and effective communication. It further requires municipalities to develop a culture of Municipal governance that complements formal representative government with a system of participatory governance. To meet this requirement, Council has to, among other things, communicate information concerning the available mechanisms, processes and procedures to encourage and facilitate community participation.

The recent spell of unrest and protests relating to poor service delivery in most of the municipalities including our Endumeni has raised questions about the commitment of the municipalities towards communication. As the Endumeni municipality we were displeased by the protests that took place over the years, however, as we engaged with the disgruntled groups it became clear at times that our efforts to communicate have been minimal and hence people have capitalised on that shortfall and turned communities against council.

1.2 A NEED FOR COMMUNICATION STRATEGY

This communication strategy is intended to serve as a spring board for the council to improve effective communication with citizens on municipal services and on local issues. Furthermore it is in the interest of the strategy to open more avenues for engagement aimed at enhancement of service delivery and understanding the critical needs of all stakeholders. In the light of the current

development within council, where the IDP and Budget has been recently approved the need is greater to inform our communities about all the initiatives to be implemented and report on progress during the implementation phases. The strategy therefore, presents various forms of communication that will be utilised in order to strengthened community participation in municipal affairs.

1.3 Purpose of the document

This document outlines the draft Communication Strategy of the Endumeni Municipality. It sets the broad framework for municipal communication and it is the standard against which the success or failure of communication during the 2010/11 financial year will be measured. The strategy explains what issues Council intends communicating, to whom and how.

SECTION TWO: ENVIRONMENTAL ANALYSIS

The Endumeni Municipality is politically characterized by the presence of the Inkatha Freedom Party, Democratic Alliance and African National Congress.

The Endumeni Municipality is a newly established corporate entity that comprises of Council (Councillors and the administration), the community and its organizations. Communication in the municipality takes place in a variety of contexts.

2.1 External Environment

The external environment of the Endumeni Municipal Council consists of local communities and their organizations, municipalities, other organs of state, traditional authorities, donors, the country as a whole, the international community, etc. Council communicates with all these people on a variety of issues. This is defined as external communication.

A salient feature in the municipality is poor civic culture characterized by a large percentage of residents not participating in the activities of the municipality. The following factors have been identified as obstacles to effective community participation in the activities of the municipality:

- Lack of knowledge on the constitution, role and function of a myriad of government institutions, local government in particular
- Poor communication with the community by Councillors and the administration
- Lack of information on the processes, programs and projects of the Endumeni Municipality
- Instances of poor customer care that manifest itself through lack of responsiveness and insensitiveness towards citizens' complaints, and discourteous staff
- Illiteracy, which is more widespread in rural areas
- Poverty caused by the acute unemployment rate and the general high costs of living
- Lack of accurate and simple information on municipal services and standards at which they are rendered
- Public disillusionment due to backlog in the provision of municipal services (most notably water) in most villages
- Public perceptions that there is corruption in the awarding of tenders and filling of posts within Council
- Negative and insufficient media coverage of the activities of Council
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2.2 Internal Environment

A great deal of communication takes place within and between Council and its committees, Departments, and the Sections. This is called internal communication. The following internal communication shortcomings have been identified:

- There are no clearly defined processes of communication within and between Council, its committees and departments.
- There is no systematic approach to the holding of departmental and sectional meetings.
- Decisions taken at management level are not accurately and clearly filtered down the hierarchy.
- Most Councillors and officials do not understand how Council functions in its totality. They only know about their limited scope of work and as such do not contribute to the work of Council in an integrated/holistic manner.
- Few officials can effectively utilize the electronic communication systems, namely, the Internet and E-mail and even computer.

There is a need to develop strategies to address the above stated issues, and thus, empower employees, improve management and satisfy the community. The communication section will have a mandate "to develop and implement communication strategies and methodologies that will enable the communication of identified information to internal and external stakeholders in an effective and efficient manner".

The section also has to ensure that communication within and without the institution is conducted in line with the provisions of the communication policy. This will ensure that Council speaks with clarity and a sense of shared purpose.

SECTION THREE: COMMUNICATION CHALLENGES

The communication challenges have indeed undermined the capacity and the achievements of the municipality's service delivery. The following have been identified as some of the major communications challenges that face the municipality:

3.1 Improving internal communication

The success of the communication efforts of Council depends on people within the institution. There is a need to improve the internal communication system and ensure that every Council and official start placing value (return on investment) on everything they do and expend (effectiveness).

3.2 Establishing an effective help desk service

One of the Batho-Pele principles is that "citizens should be given full, accurate information about the public services they are entitled to". This requires Council to establish a customer care system that enables the provision of information, receipt of complaints and requests, referral to the relevant department(s) and track progress and provide feedback to complainants.

3.3 Establishing effective Ward Committees

Our experience with the ward committee system to date suggests that these official participatory structures need to be capacitated to be able to articulate the needs and aspiration of their community, and advise Council on issues referred to them.

3.4 Reaching out to the marginalized sectors of our community

The marginalized sectors of community have not been taken on board the (Integrated Development Planning (IDP) process, nor are their needs adequately captured in this process. Council has to develop a strategy to reach out to these sectors and hear their plight. This would entail liaising with the champions (e.g. social workers) of the needs of the marginalized.

3.5 Educating the community and organizations about governance matters

Currently, the majority of the people in the municipality are not educated about their democratic rights and responsibilities. Neither do they know how their rights can be exercised. There is, therefore, a need to develop a civic education programme that focuses on disseminating this information to the community.

3.6 Ensuring public participation in municipal programmes and projects

The community (and its various organizations) has a right and responsibility to participate in the activities of the Municipality to ensure that Council programmers are responsive to their needs. Given the context (rural nature) of our municipality, any public participation effort on Council programmes and community projects will not be complete unless rural women play a responsible role in the planning, implementation and management of these projects. Therefore, there is a need for a bias towards women when participation mechanisms are designed.

3.7 Satisfying the information needs of the community

There is a general lack of access to developmental information that can enable communities to engage in beneficial activities. This necessitates that Council establish partnerships to secure joint ventures with institutions like the Provincial Legislature, Human Right Commission, Youth Commission, CSIR, etc on information dissemination and event management projects

3.8 Improving media coverage of the municipality

There is poor reportage of Council activities in the provincial and national media. There is a need for Council to develop and implement a media relations plan to ensure that Council influences how the media report on its (Council) activities.

3.9 Enhancing the municipal website

Council has established a website, and it will be important that the site be regularly updated as part of creating a positive image (branding) and increasing awareness of the activities of the municipality. The website should serve as a source of information for Council officials, the community, NGO's and CBO's, the media and other stakeholders. There is also a need to link Council's website with those belonging to stakeholders so as to develop an improved working relationship.

3.10 Engaging traditional authorities

There is a need to continue building and harnessing the relationship between Council and the traditional authorities in the municipal area. The traditional leaders must participate in all Municipal activities. These will ensure that both the Municipality and traditional authorities speak with one developmental voice and thus unite the local community behind the IDP.

SECTION FOUR: COMMUNICATION OBJECTIVES

The communication objectives are dependent on what an institution wants to achieve through its communication strategy. Generally speaking, all the communication efforts of Council are directed at achieving the following broad communication and marketing objectives:

4.1 Public Education

- To educate the community about the roles, functions and processes of Council
- To develop and maintain correct public perception on government delivers.
- To forge links with the media.
- To educate the people about their rights and obligations, more especially, on the kind and quality of services they are entitled to, and understand why they have to pay for these services.
- To inform the community about the kind of services provided by the municipality vis a vis those delivered by the provincial and government, and the costs thereof.
- To enhance communication between the three spheres of government and all the stakeholders.

4.2 Public Participation

- To inform the community about the resolutions and programs of Council.
- To foster healthy relations with the communities so that they identify with Council.
- To encourage public involvement in the activities of the municipality.
- To produce an informed and responsive citizenry capable of making a meaningful contribution to the work of Council.
- To ensure that the community is at the centre of developmental programs of their local government.

4.3 Performance Management

- To improve communication and efficiency within Council.
- To show case (exhibit) the achievements of the municipality.
- To receive and provide feed back (evaluation) about municipal programs.
- To reassure people that Council cares and works hard to solve their problems

4.4 Marketing/Branding

- To position the Endumeni Municipal Council as a professional organization.
- To improve the corporate image of Council.
- To brand Endumeni Municipality as a premier destination for leisure, business and residence.
- To market the municipal area to current and potential residents, tourists and investors.

SECTION FIVE: COMMUNICATION STRATEGIES

The following are broad communication strategies that will be used to effect internal and external communication:

5.1 Improved Internal Communication

5.1.1 Meetings

Objective	Strategy A	Strategy B	Strategy C	Strategy D
To improve communication, co-ordination and co-operation within the institution (that is, between and within Council, its Committees, Departments and Sections).	Management meetings for broad strategic planning for the institution.	Interdepartmental meetings to deal with issues that require the attention of all Managers and Heads of sections	Departmental meetings for programming and integration of activities within the department	Sectional meetings for operational planning within sections.

5.2 Internal Newsletter

Objective	Strategy A	Strategy B
To disseminate information within the institution.	Develop and implement an internal newsletter policy and Strategy.	Produce and distribute internal newsletter quarterly

5.3 Intranet

Objective	Strategy A	Strategy B
To ensure speedy communication within the institution.	Determine training of employees on electronic communications and making appropriate recommendations to Corporate Department	Ensure that the municipal service centres are electronically connected to the main office in Endumeni

5.1.4 Re-Induction of staff and empowering them with information

Objective	Strategy A	Strategy B
To inform staff about the paradigm shift in the way Council is constituted, the developmental goals it seeks to achieve and the integrated approach through which these goals should be realized.	Induct employees on the new institution set up (organogram), reporting lines (mandate and accountability), an integrated approach to municipal governance (IDP, Budgeting and PMS), and the Batho-Pele concept.	Make Council minutes available to employees through sectional meetings.

5.2. External Communication**5.2.1 Ward Committees**

Objective	Strategy A	Strategy B
To position Ward Committees as credible and effective mechanisms for consultation and communication.	Dissolve current Ward Committees and conduct elections for new ones as per Council policy and orientate them on their roles and functions, as well as on the legislative framework of local government.	Capacity building for CBO's, NGO's and communities on municipal issues, e.g. IDP, budgeting, tariffs and rates, etc.

5.2.2 IDP Representative Forum

Objective	Strategy A	Strategy B
To encourage the participation of the community and other stakeholders in the formulation, implementation and review of the IDP.	Capacitate stakeholders participating in the IDP Rep Forum on the IDP process, PMS, Municipal Finances, etc.	Develop mechanisms to ensure that the interests of the marginalized groups are adequately represented in the IDP process.

5.2.3 Media

Objective	Strategy A
To build and sustain positive relations with the media to ensure that Council has a strong and positive media profile.	To develop and implement a media relations plan through which Council will be able to interact with the media in a structured and consistent manner.

5.2.4 Petitions Process

Objective	Strategy A
To develop and nurture a culture of community participation..	Develop, implement, inform the community about the petitions processes, the procedure for lodging petitions and complaints, and its benefits thereof.

5.2.5 Publications

Objective	Strategy A	Strategy B
To promote and inform the community about the activities of Council.	Produce publications	Access externally produced publications for distribution in the municipal area.

5.2.6 Customer Care Service

Objective	Strategy A
To ensure that the public accesses positive, timely and accurate (developmental) information.	Develop, implement and monitor a customer care policy and strategy for the institution.

5.2.7 Exhibitions

Objective	Strategy A	Strategy B
To market and promote the municipality..	Produce promotional items like banners, key holders, T-shirts, Brochures, writing pads and pens.	Exhibition of Council's activities, successful projects and comparative advantages.

5.2.8 Annual Celebrations and Awareness Events

Objective	Strategy A	Strategy B
To raise public awareness on pertinent issues.	Lobby and arrange for the hosting of annual (celebrations, commemorative and awareness) events, in the municipality	Liaise with targeted groups and sponsors in preparation for the events.

5.2.9 Website

Objective	Strategy A
To ensure stakeholders' electronic access of the municipality.	Market and promote the Endumeni Municipality website.

6.2 Monitoring Institutional Meetings

Project Name	Monitoring institutional meetings
Strategy	5.1.1 A-D
Objective	To evaluate impact of these meetings in information dissemination within the institution and advise accordingly.
Major Activities	<ul style="list-style-type: none"> • Compile & distribute "meeting evaluation" questionnaire. • Analyse feedback and compile reports. • Identify information blockages and suggest solution(s) thereof. • Report to the Municipal Manager and where necessary, meet with the Departmental Managers and the Heads of Sections
Target Group	Chairpersons of Corporate Committee Councillors Managers Heads of Section General staff
Budget	Not applicable
Task Team	Department Corporate services
Timeframe	April 2011-ongoing

SECTION SIX: COMMUNICATION PROJECTS

The proposed projects will allow the municipality to be more effective in its communication, in terms of involving communities during the planning stages, reporting on an ongoing basis and ensuring highest level of accountability to the local citizens and other government agencies.

6.1 Communication Workshops

Project Name	Internal Communication Workshops
Strategy	5.1.1 A, B, C, D & 5.1.4 A
Objective	To ensure clear understanding of the communication system(s) within the institution.
Major Activities	<ul style="list-style-type: none"> • Identify strategic communication challenges. • Develop program for internal communication workshops. • Solicit the services of external service providers where there is a need.
Target Group	Management Staff Councillors
Budget	The costs for this project will depend on whether the expertise of external service providers will be required or not and this can only be determined in the course of this project.
Task Team	Department Corporate services
Timeframe	

6.3 Internal Newsletter

Project Name	Internal Newsletter
Strategy	5.1.2 A-B
Objective	To encourage communication within the institution in order to improve co-ordination of work
Major Activities	<ul style="list-style-type: none"> • Establish an inter-departmental" Internal Newsletter Committee" to collate information and compile articles. • Develop policy for the newsletter. • Write translate (optional) and edit articles solicit Councillors input. • Produce (in-house) and distribute newsletter. • Evaluate impact of the newsletter and improve.
Target Group	Councillors Managers Staff
Budget	To be Determined (TBD)
Task Team	Department Corporate services
Timeframe	April 2011 (on monthly basis)

6.4 Intranet

Project Name	Intranet
Strategy	5.1.3 A-B
Objective	To ensure effective usage of the intranet (E-Mail)
Major Activities	<ul style="list-style-type: none"> • Liaise with IT Section. • Conduct survey on levels and frequency of official's intranet usage. • Recommend training for officials to Corporate Services Department. • Ensure full electronic connection of the municipal offices in all ward centres/desks
Target Group	Staff
Budget	Not applicable
Task Team	Corporate services and IT official
Timeframe	July-September 2011-ongoing

6.5 Staff re-induction

Project Name	Staff re-induction
Strategy	5.1.4 A-B
Objective	To induct staff on developmental local government and the Batho-Pele Principles
Major Activities	<ul style="list-style-type: none"> • Advise the Corporate services Department to conduct re-induction workshops and placement of Council minutes for staff perusal. • Assist in communicating the re-induction process. • Informing staff about places where Council minutes could be accessed.
Target Group	Staff
Budget	Not applicable
Task Team	Corporate services
Timeframe	May 2011

6.6 Capacity Building for Ward Committees

Project Name	Capacity building for Ward Committees
Strategy	5.2.1 A
Objective	To ensure the establishment of well-constituted and capable Ward Committees
Major Activities	<ul style="list-style-type: none"> • Develop a comprehensive Ward committee's administrative policy. • Provide training for Ward Committees. • Monitor Ward Committee activities.
Target Group	Ward Committees Community organizations Traditional authorities Community
Budget	Not applicable
Task Team	Corporate services and Speakers office
Timeframe	June-July 2011

6.7 Civic Education

Project Name	Civic Education
Strategy	5.2.1 B & 5.2.2 A
Objective	To capacitate the community and its organizations on municipal issues
Major Activities	<ul style="list-style-type: none"> • Liaise with municipal Departments for issues (themes) for the Workshops, meetings, seminars, debates etc. • Develop an itinerary (programme) of outreach activities per cluster of wards • Secure venues, provide catering (optional). • Prepare documentation, facilitate sessions, evaluate proceedings and improve on performance.
Target Group	<p>Ward Committees Councillors Community organizations IDP Representative Forum stakeholders Schools Projects Societies General community</p>
Budget	Pending
Task Team	Corporate Services and Speakers office
Timeframe	July-September 2011

6.8 Identification of marginalized communities and sectors within the municipal area

Project Name	Identification of marginalized communities and sectors within the municipal area
Strategy	5.2.2 B
Objective	To identify and take on broad sectors that have been left out of the IDP process and ensure inclusion of their needs during the IDP annual review process
Major Activities	<ul style="list-style-type: none"> • Liaise with the Department of Health and other institutions and person to identify affected communities. • Commission a study and assign part-time students (per a cluster of wards) to conduct research. • Compile a report for consideration during the IDP annual review process
Target Group	Marginalised communities and sectors
Budget	Pending
Task Team	IDP Manager and Manager Community Services
Timeframe	July- September 2011

6.9 Media Relations

Project Name	Media Relation
Strategy	5.2.3 A
Objective	To build and maintain good relations with the media
Major Activities	<ul style="list-style-type: none"> • Develop media protocol • Develop an itinerary of events (e.g. weekly media briefings and site tours). • Draft and obtain approval to disseminate media statements and other information. • Identify and disseminate issues of media interests from line departments and political structures. • Create media opportunities for placing articles and advertisements; arrange interviews for political leadership and senior managers. • Co-ordinate monitoring of media coverage.
Target Group	Media Councillors Officials
Budget	Pending
Task Team	Manager Communication
Timeframe	January 2011- ongoing

6.10 Capacity building for Councillors and designated official on media and public speaking skills

Project Name	Capacity building for Councillors and designated official on media and public speaking skills
Strategy	5.2.3 A
Objective	To equip Councillors and designated officials with the necessary skills and knowledge that would enable them to communicate effectively
Major Activities	<ul style="list-style-type: none"> • Identify training needs. • Identify training programmers on media relations, risk management and crisis communication for councillors and staff. • Produce relevant training from service providers.
Target Group	Councillors Designated officials
Budget	Pending
Task Team	Mayor and Corporate services
Timeframe	June-August 2011- ongoing

6.11 Promoting the Petitions Process

Project Name	Promoting the Petitions Process
Strategy	5.2.4 A
Objective	To ensure that the community and organizations know and understand the petitions process as a mechanism for public participation.
Major Activities	<ul style="list-style-type: none"> • Develop petitions procedure as part of the Customer Care System (Help Desks) • Conduct community awareness workshops. • Develop and access posters. • Conduct school visits. • Ensure training of Help Desk Officers about the petitions process
Target Group	Community Community-based organizations Non-governmental organizations
Budget	Pending
Task Team	Corporate services
Timeframe	July-August 2011

6.12 External Newsletter

Project Name	External Newsletter
Strategy	5.2.5 A
Objective	To inform and educate the public about events and other activities in the municipality
Major Activities	<ul style="list-style-type: none"> • Research the concept. • Constitute the External Newsletter Team or refer responsibility to the Internal Newsletter Team. • Set terms of reference for the Newsletter Production Team. • Identify service provider for the production of the newsletter. • Design layout, prepare articles, and pilot the newsletter. • Measure impact and feedback.
Target Group	Internal and external stakeholders of Council
Budget	Pending
Task Team	Municipal Manager and Corporate services
Timeframe	April 2011- (on quarterly basis)

6.13 A Guide to Endumeni Municipality

Project Name	A Guide to Endumeni Municipality
Strategy	5.2.5 A
Objective	To provide a profile of the municipal area and how Council works
Major Activities	Collate data, design layout, appoint printing service provider, print and distribute
Target Group	Internal and external stakeholders of Council
Budget	Pending
Task Team	Corporate Services, Development Planning and Mayor's office
Timeframe	June and will be annually reviewed

6.14 External Publication

Project Name	External Publication
Strategy	5.2.5 A
Objective	To access publications from government and non governmental institutions that can benefit the municipality
Major Activities	Identify institutions, organizations and companies to be approached, distribute through help desks, Ward Committees, service centres, constituency offices etc.
Target Group	Internal and external stakeholders of Council
Budget	Pending
Task Team	Communications Manager
Timeframe	June 2011 -ongoing

6.15 Help Desk

Project Name	Help Desk Service
Strategy	5.2.6 A
Objective	Provide professional customer care service to the public
Major Activities	<ul style="list-style-type: none"> • Conduct research on best practices on Help Desk (information centres) Services, • ensure training of Officers in Communication Section, Help Desk/Information officers and other official who interact with the public more often on "customer care",
Target Group	Officials, Councillors and the general public
Budget	Pending
Task Team	Communications Manager
Timeframe	April -ongoing

6.16 Exhibitions

Project Name	Exhibitions
Strategy	5.2.7 A-B
Objective	To ensure that Council activities are exhibited
Major Activities	<ul style="list-style-type: none"> • Constitute an ad-hoc exhibition team, • develop/purchase promotional and marketing material, • identify exhibition opportunities, • attend to the logistics of exhibitions, • evaluate feedback
Target Group	Tourists, investors, government institutions, CBO's, NGO's, private sector organizations and the broader community
Budget	Pending
Task Team	LED Manager, Communications Manager and IDP Manager
Timeframe	June -ongoing

6.17 Planning for annual celebrations and awareness events

Project Name	Planning for annual celebrations and awareness events
Strategy	5.2.8 A
Objective	To ensure that events that are organized benefit targeted groups and the general public within the municipality
Major Activities	<ul style="list-style-type: none"> • Liaise within the institution and with other organs of state, sponsors and targeted groups in preparation for events, organize and budget for events hosted solely, or jointly with other stakeholders, by the municipality, • Lobby and arrange for the hosting of annual events in our municipality,
Target Group	Women, youth, the disabled, children and the general public
Budget	Pending
Task Team	Depends on the kind of event, Communications Manager to coordinate the task teams
Timeframe	July-September 2011 -ongoing

6.18 Website

Project Name	Website
Strategy	5.2.9 A
Objective	To ensure the development and launching of a website for the Municipality
Major Activities	Check with the IT section on progress made on website launch, information packaging for the website, ensure website information update, link website with other stakeholders' sites
Target Group	Government institution, private sector organizations, NGO's and CBO's, tourists, investors, other internet users and the general public
Budget	Pending
Task Team	IT Specialists
Timeframe	April 2011 –ongoing

SECTION SEVEN: PROGRAMME OF ACTION

A broad action plan is presented below; however, the communications manager will be expected to expand on the key actions for earmarked activities. Furthermore, specific budget allocations will be required in order to ensure the credibility of the strategy.

PROJECT NAME	TIMEFRAME	BUDGET
1. Monitoring institutional meetings	April 2011	TBD
2. Internal Newsletter	April 2011	TBD
3. Intranet	July-September 2011	N/A
4. Staff re-induction	May-July 2011	N/A
5. Capacity building for Ward Committees	June-July 2011	TBD
6. Community Leadership Workshops (civic leadership	July-September 2011	Pending
7. Identification of marginalized communities and sectors within the municipal area	July-September 2011	Pending
8. Media Management (relations)	January 2011-ongoing	Pending
9. Capacity building for Councillors & designated officials on media and public speaking skills	June-August 2011	Pending
10. Procedure for lodging petitions and complaints	July-August 2011	Pending
11. External Newsletter	April 2011-ongoing	Pending
12. A Guide to the Endumeni Municipality	June 2011 -ongoing	Pending
13. External Publications	June 2011 -ongoing	Pending
14. Help Desk Service	April 2011 -ongoing	Pending
15. Exhibition	June 2011 -ongoing	Pending
16. Planning for Annual Events and Awareness Events	July-September ongoing	Pending
17. Website	June 2011-ongoing	Pending

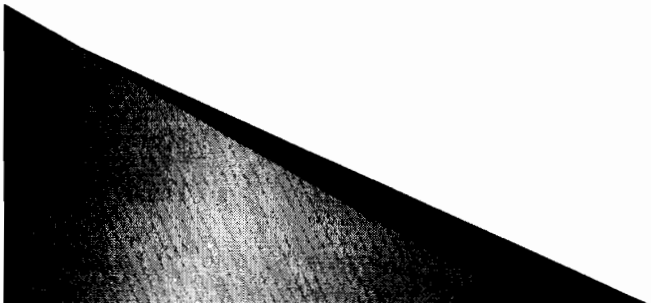
Endumeni Municipality

IDP REPORT 2011/2012

▶ 11.

▶ **Communication Plan**

- Service Providers Minutes



ENDUMENI MUNICIPALITY - ATTENDANCE REGISTER

Meeting: 1st and 2nd Rep Forum

Date: 12 - 01 - 2011

Time: 14H00

Initial & Surname	Organization	Physical Address	Tel No.	Fax No.	Signature
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5. PAT KUNWASA	SLATER CONT	CONFELOS ONWATI	034-2121455	034-2121232	[Signature]
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11. B. G. M. M.	WARD 3	171 Victoria Street	08234079214		[Signature]
12. D. P. N. M.	WARD 3	33 MIFUNGOSE	0342122121		[Signature]
13. P. S. S.	WARD 3				[Signature]
14. S. M. M.	WARD 3	26 MIFUNGOSE ST	0836689746		[Signature]
15. G. B. H. N.	WARD 3	Conde Street	013900080		[Signature]
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20. J. J. T.	WARD 3	2319 FRANCE	0728349992		[Signature]
21. B. P. M.	WARD 3	39 VICTORIA ST, DUNDRE	0826921324	0342181940	[Signature]
22. N. K.	WARD 3	31 Landcross Str	0845832650		[Signature]
23. C. S.	WARD 3	26 Benville	0845832650		[Signature]
24. P. M. B.	WARD 3	CNIC Crastre	0787815456		[Signature]
25. S. S.	WARD 3	79 Crastre St.	0735233769		[Signature]
26. P. K.	WARD 3	5 Hosking St	0782448252		[Signature]
27. S. P. H.	WARD 3	422 Blythe St	0789070366		[Signature]
28. B. P. M.	WARD 3	187 New Cat	0764578901		[Signature]
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Apology: Nermala Naidoo - Ken Housing

ENDUMENI MUNICIPALITY - ATTENDANCE REGISTER

Meeting: 10P and Rep Forum Date: 12-01-2011 Time: 14h00

Initial & Surname	Organization	Physical Address	Tel No.	Fax No.	Signature
1. Mbatja NT	Def. Publications	71 Ka rellandment	0823057858	034-2125879	
2. N.P. cebekulu	Ward Comm	4637 Ext-18	-	-	
3. T.P. Luthuli	Ward Comm	5545 Rensburg Ave	017502897	-	
4. Z. S. K. K. L.	Ward I Co.	H Sastri Rd Jh.	0848937106	0342181150	
5. T. W. SHELEMBE	WARD 2	668 LANGAKA STR, N92	083513082	034-3931962	
6. N. D. MYSALI	Ward 4	540 Subis' St	0782538880	-	
7. C. L. A. M. NTHEMBU	11	1124 MHLUNGU STR	0825103819	-	
8. T. N. MABIDA	WARD 6	883 MADONDO STREET	073 9930144	-	
9. M. Sookwanay	WARD 1 COMMITTEE	1 ALPHA STREET	0769968014	-	
10. Luchka Khumalo	WARD 20 COMMITTEE	BURKAPHURIE AREA	82382628	-	
11. Siphiso Mthuma Co	SOCIAL DEVELOPMENT	2 AVON ROAD	0342181313	0342125509	
12. Sdulezo Mkhulu	WARD 05 COMMITTEE	998 Nymolo Street N95	0853715787	-	
13. C. I. S. ENDIMA	Ward 02	487 Van Rensburg NG6	0826770136	034 21 23856	
14. Z. GUSPUS	ENDUMENI	64 VICTORIA ST	074 212274	-	
15. P. ZULU	ENDUMENI	116 E. Rensburg N92	079999919	-	
16. C. J. RETIEF	ENDUMENI MUNI.	Municipality	034 3931121	-	
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ENDUMENI MUNICIPALITY

**Minutes of the meeting of the 1st IDP REPRESENTATIVE FORUM held at the
ACTIVITIES ROOM, GLENCOE LIBRARY, BIGGAR STREET, GLENCOE
On WEDNESDAY, 20 OCTOBER 2010 at 14:00**

PRESENT:

As per attached attendance register.

1. WELCOME AND INTRODUCTION

Chairperson, Cllr. P.M. Bislam welcomed all present and allowed a one minute silent prayer and introduced the Endumeni Municipal staff with a special welcome extended to Mr.P.G. Mabilisa as Communication Manager.

2. NOTICE CONVENING THE MEETING:

Acting Municipal Manager, Mr. J B Maltman read the notice of meeting and Mr. Sikhakhane was requested to effect translations to Zulu.

3. APPLICATION FOR LEAVE AND ABSENCE

Cllr. J. A. Shabalala
Mayor, Cllr. W. N. Mbatha
Temba Thwala
Cllr. S. E. Ndimma
Cllr. A.M. Raubenheimer

4. STATEMENT

Mr. Maltman said there is a procedural process to be followed according to items 6-13 of the agenda. New sector plans, etc are to be formulated. Chairperson Cllr. P.M. Bislam stressed the importance of the IDP and requested everybody to participate and said that he hoped that the IDP will enhance the development in our area.

5. CONFIRMATION OF AGENDA

The agenda was confirmed and there were no additions thereto.

6. THE 2011/2015 IDP PROCESS

Mr. Maltman explained that the incoming Council of 2011 will take the process further with a review of the new IDP.

Issues addressed by MEC in her letter will be receiving attention, as well as those raised by the Umzinyathi Development Planning Department. These will become the focus of the new IDP.

(Hard Copy of the presentation is attached to the minutes)

6.1 IDP 2011/2015

The Endumeni IDP Manager explained that the purpose of this exercise is:

- 6.1.1 To ensure that the IDP is relevant and up-to-date.
- 6.1.2 To inform the strategic & institutional planning of the municipality.
- 6.1.3 To inform the preparation of the annual budget of the municipality.
- 6.1.4 To inform, and be informed by, the plans and budgets of various service providers and other government departments.

The IDP is a legislative requirement and a IDP strategic five year plan that is reviewed annually.

The IDP Manager reported that the IDP process is conducted in 5 steps:

Step 1: Preparation

During this stage all the comments received (i.e. from the MEC, Provincial IDP Forum, during the advertisement periods) are collated, summarized and categorized.

Step 2: Monitoring of IDP Implementation

During this step, information is collected from the municipality on its progress in implementing projects contained in the IDP and on the municipal budget. This is meant to identify projects which could be removed from the IDP list of projects for implementation as well as those projects currently being implemented which would need to be included in the budget for 2011/2012 as rollover projects.

Information is also collected from the various service providers and government departments regarding projects, which they had planned and budgeted for implementation in the municipality in the period of the IDP.

Information is also to be collected from the Municipal Treasury Department regarding grant funding committed to the municipality for the next 5 years, as well as the expected funds available for capital and operating costs from municipal revenue sources.

Step 3: Evaluation

The above information is collated and made available for review and discussion at a RF meetings based on this, an initial list of priority projects to be funded from the municipal budget is compiled.

In addition, the other changes necessary to the IDP e.g. Spatial Development Framework, Performance Management, Capital Investment and Financial Policies are also discussed and the proposed amendments evaluated by the RF.

Step 4: IDP Drafting Process

Following the decisions on the priority projects and proposed amendments to IDP is discussed at the RF meeting, the implications of any agreed list

of priority projects on the municipality and its residents in terms of the municipal operation costs and charged are to be determined. Other plans and information that could be incorporated into the IDP e.g. sector plans and rates etc. are also discussed at RF meetings and agreement reached on the amendments to be made.

Step 5: Advertisement and Approval

After further consultation and further consideration at RF meetings the revised document is then advertised by the municipality for a period of 21 days during which the document is available for inspection by the public and comments submitted.

A Draft IDP is due to be completed and submitted to the MEC by 31 March 2011 , any delays in the preparation of the Sector Plans, project prioritisation and the alignment with the municipal budget the IDP process are to be recorded.

6.2. ALIGNMENT PROCESS

Alignment of the IDP is to take place throughout the IDP process.

The Umzinyathi District IDP REP Forum is to ensure alignment of the four local and one district IDP's. Furthermore, alignment with Service Providers is to take place through the Service Providers Forum. The forum should meet three times.

6.3 MAIN AREAS OF FOCUS OF THE IDP

The 2011/2015 IDP Review is to be informed by, amongst others, the Following:

- 6.3.1 The issues raised in the IDP Forum.
- 6.3.2 The issues raised by the MEC in a letter to the Municipality, directing that certain key issues be addressed.
- 6.3.3 Issues raised by the Umzinyathi Development Planning Departments following its review of Council's IDP.
- 6.3.4 These will become the focus of the 2011/2015 IDP.

6.4 COMMENTS RECEIVED

6.4.1 Compliance with the Process Plan

The IDP Manager reported that:

- The process plan was prepared in July 2010 and approved in terms of resolution C01/19/07/10-5.
- The process plan takes into account the 30 March 2011 submission deadline.

- All meetings of the IDP Steering Committee (IDP SC) and Representative Forum (IDP RF) will take place as scheduled.

6.4.2 Key issues being addressed in this review

- The refinement of a Performance Management System or PMS, which needs to be finalized and a link established between the institutional system and the implantation of the IDP.
- An expansion of the Financial Plan to cover a five year period, 2011 / 2015 and a refinement of the Capital Investment Plan so as to ensure that this is linked to Council's IDP Projects budget, and that consideration be given to the possible impact of this on the operational expenditure of the Municipality.
- Areas of the Endumeni IDP Projects list in order to confirm its 2011/12 and 2012/13 priority project list, which would then need to be linked to the LA's proposed budget, whilst at the same time ensuring that these are integrated with the 2011/12 budgets of service providers.
- A further refinement of the Spatial Framework in order include guidelines for the Land Use Management System, and providing further details relating to the future development and investment required in respect of the lower order nodes within the Municipality.
- The further expansion of the Gender Equity Programme, including the preparation of an action plan.
- Liaison with key service providers in order to verify and confirm their multi-year project proposals and funding programmes.
- Refinement of a Housing Sector Plan.
- Refinement of a Transport Sector Plan.

6.4.3 Comments Received

- Comments received from Minister of Local Government and Traditional Affairs will be considered as soon as they are received.
- GAP analysis
- From the comments received, the gaps in the IDP are identified.

7 CONFIRMATION OF STRUCTURES/COMMITTEES FOR REVIEW

The structures/committees for Review of IDP were confirmed by the meeting.

8 PERFORMANCE MANAGEMENT

The IDP Manager reported that Endumeni Municipality has a Performance Framework and system in place, a copy of which is available on request from the office of the Endumeni IDP Manager. In order to comply with the provisions of the MFMA the Municipality is required to compile a Service Delivery and Budget Implementation Plan.

9 FINANCIAL PLAN:

The IDP Manager explained that a detailed financial plan was compiled in 2010/2011 IDP. This process of compiling a new financial plan will commence for the period 2011 /2015 and will be reviewed again in the IDP review process by the incoming council.

10 SPATIAL DEVELOPMENT PLAN

Mr. Maltman reported that a new Spatial Development Plan will be drafted in the IDP 2011 /2015 process.

11 GENDER EQUALITY PROGRAMME

Mr. Maltman informed the meeting that the Gender Equality Programme has been further developed and will be revised in this IDP process.

12 VISION AND MISSION

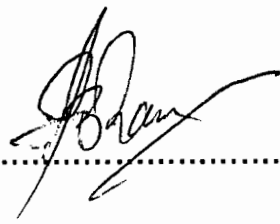
Vision and Mission was read to the representatives. The IDP Manager outlined the Vision and Mission of Endumeni Municipality in a manner befitting our core values and the foregoing was formally confirmed by the Representative Forum.

13 CLOSURE

Mr. Maltman explained that the process will now move forward with starting a new IDP document and workshops held on all aspects in due course. Chairperson Cllr Bisram thanked all present and declared the meeting closed at 15.50. In conclusion Mr Maltman said it is important to have greater community participation and greater allocation of funds to Endumeni Municipal Disaster Management framework and plan will be presented at the next meeting by the Executive Director of Corporate Services. Chairperson then invited questions from the floor.

Issues regarding land reform and compensation will be reported to service providers and Sector Departments.

CHAIRMAN:.....



DATE: 20/10/10.....

ENDUMENI MUNICIPALITY - ATTENDANCE REGISTER

Meeting: _____

Date: _____

Time: _____

Initial & Surname	Organization	Physical Address	Tel No.	Fax No.	Signature
1. DMC Smit	Dundee Farmers Ass	17 Buffalo drive Dundee	0886594353		<i>[Signature]</i>
2. T.G. STRUMER	WARD COM. WARD II	1082 MUMBAKANE ST.	0731618673		<i>[Signature]</i>
3. S.G. Mjenge	Ward Comm II	171 Malama Street	0348931359		<i>[Signature]</i>
4. S. Mkhanyane	WARDS.COM II	261 Mbumbezi Street	0836089746		<i>[Signature]</i>
5. S.A. Mbatshwa	ward 2	79 Aladla Street	0735233269		<i>[Signature]</i>
6. Siphe Lamele	WARD Comm	422 Bigela Street	079970366		<i>[Signature]</i>
7. SELFY. B. NENE	SITHEMBELE DEV.COM	56 MPMUNGOSE STREET	07644505087		<i>[Signature]</i>
8. Malca. Soobram	Ward Comm. 1	1 Calpha Street	0769968014		<i>[Signature]</i>
9. P.M. BISEMM	Ward one Council	15 Neta 17, Garam	076185487	034-2181150	<i>[Signature]</i>
10. J. MABASO	WARD 6	Grasside	0726239389		<i>[Signature]</i>
11. M.S. SHEZI	WARD 5	935 SIBONGILE JARDER	0829306718		<i>[Signature]</i>
12. N. Masaba	WARD 4	540 Sibisi	078253830		<i>[Signature]</i>
13. N.P. Cebekhulu	WARD 4	4637 EXT-12	0790464600		<i>[Signature]</i>
14. Z.D. Ngwenya	WARD 4	89 Family Unit	0725447700		<i>[Signature]</i>
15. T.P. Luythuli	WARD OS	STRAAT ROED 17AAM	0717502897		<i>[Signature]</i>
16. PP. SIBONGILE	WARD 01	WASBAMBE			<i>[Signature]</i>
17. PAT KUNDIGEN	SUNDR COM	COMFALLOS ANNEXE	034-2121455	034-2121232	<i>[Signature]</i>
18. C.S. Carelse	Engelmann	64 Victoria St	034-2122121		<i>[Signature]</i>
19. T. GAUDART	Indaba	"	034212221		<i>[Signature]</i>
20. P.G. Mabineni	FENBURN	19 BUBULA CRESCENT SUNSET	034 2122121		<i>[Signature]</i>
21. B.M. Mtshali	WARD I	THELAPHI WASHEND	0712528266		<i>[Signature]</i>
22. Z.E. KUNENE	WARD I	THELAPHI	071090538		<i>[Signature]</i>
23. T.P. Makhazi	WARD 6	Ryob St.	034 212 3000		<i>[Signature]</i>
24. V. MBELEKU	AUDIT COM.	150 VICTORIA ST. SUNDEE	0792586222		<i>[Signature]</i>
25. S. KHUMARCO	DSD	2 AVON ROAD	0730390652	0342125509	<i>[Signature]</i>
26. K. MABELA	WARD COMM	3106 WASH ST	0737626391		<i>[Signature]</i>
27. J. Sibindana	"	4 Sazoti Rd	0848937106	0342187150	<i>[Signature]</i>
28. T. Ndlovu	Endumeni	15 BIRDEF STREET DHO	0836312268	034-2181150	<i>[Signature]</i>
29. D.P. Ntsohi	Endumeni	83 MPMUNGOSE STCI	0823479215		<i>[Signature]</i>
30. Eeky Khumbalo	CEPACOMMITTEE	Beynadike AREA	0723909663		<i>[Signature]</i>

ENDUMENI MUNICIPALITY - ATTENDANCE REGISTER

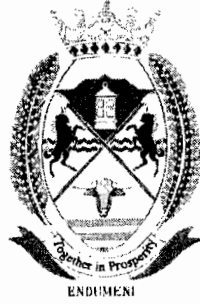
Meeting: _____

Date: _____

Time: _____

Initial & Surname	Organization	Physical Address	Tel No.	Fax No.	Signature
1. B.A. MOTAU	DAREKA	65 VICTORIA STREET, DUNDÉE	034-2999678	034-2999677	<i>[Signature]</i>
2. I.M. Ngobese	DAREKA	" " "	034 2999 663	034 - 2999 674	<i>[Signature]</i>
3. RZ. MTHIMICHU DEFA	ENDUMENI MUN	39 VICTORIA ST, DUNDÉE	034 219 1564	034 219 1940	<i>[Signature]</i>
4. S. PERUMALL	ENDUMENI MUN	64 VICTORIA ST, DUNDÉE	0852293583	0865689601	<i>[Signature]</i>
5. N.T. KHANYILE	DEARD. GNU PLAN.	65 VICTORIA ST, DUNDÉE	0824618495	034 2999674	<i>[Signature]</i>
6. SW KHASNIBH	DAREKA	65 VICTORIA ST, DUNDÉE	0824547992	034 2999674	<i>[Signature]</i>
7. Ms majela	ward com	5195 CRAKSIDA	-	-	<i>[Signature]</i>
8. G.E. Buthelezi	ward com	Dejaqersdink	0133926050	-	C. Buthelezi
9. ZB4 Ndabek	Ward com	Dejaqersdink	0113700050	-	ZB Buthelezi
10. NN Gigaaba	Dept of Education	40 Wilson Street	0824686687	034 219 2795	<i>[Signature]</i>
11. NS ROSE	Endumeni Mun	Ward Centre Dundee	0824686687		<i>[Signature]</i>
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ENDUMENI IDP 2011-2015



ENDUMENI 2011/2015 IDP

ENDUMENI IDP 2011-2015

REPRESENTATIVE FOURM

20 OCTOBER 2010

Main areas of focus of the new IDP

The 2011/ 2015 IDP is to be informed by, amongst others, the following:

- The issues raised in the IDP Forum
- The issues raised by the MEC in a letter to the Municipality, directing that certain key issues be addressed
- Issues raised by the Umzinyathi Development Planning Department, following its assesment of Council's IDP
- These will become the focus of the 2011-2015 Endumeni IDP

COMMENTS MEC

- I wish to congratulate your municipality for reviewing , adopting and submitting a Council approved (Council Resolution dated June 30, 2010) Integrated Development Plan (IDP) to the Department of Local Government and Traditional Affairs (hereafter the DLGTA) for commenting purposes as per Chapter 5, Section 25 of the Municipal Systems Act (hereafter the MSA), Act 32 of 2000.

COMMENTS MEC

GOOD GOVERNANCE AND COMMUNITY PARTICIPATION

Compliance with the Process Plan

- The process plan was prepared in July 2010 and approved in terms of resolution C01/19/07/10-5.
- The Process Plan takes into account the 30 March 2011 submission deadline of Draft Document to COGTA.
- All meetings of the IDP Steering Committee (IDP SC) and Representative Forum (IDP RF) will take place as scheduled.

ENDUMENI IDP 2011-2015 REVIEW

Compliance with the Process Plan

DESCRIPTION	PROPOSED DATE	ACTUAL DATE
IDP Representative Forum	20/10/2010	
IDP Representative Forum	12/01/2011	
IDP Representative Forum	13/02/2011	
Advertise IDP for Public Comment	02/03/2011	
Submit Draft IDP to COGTA for Comment	30 /03/ 2011	
Council Approval	30 June 2011	

ENDUMENI IDP 2011-2015 REVIEW

Key Issues being addressed in this review

- The refinement of a Performance Management System or PMS, which needs to be finalised and a link established between the institutional system and the implementation of the IDP
- An expansion of the Financial Plan to cover a five year period, and a refinement of the Capital Investment Plan so as to ensure that this is linked to Council's IDP projects budget, and that consideration be given to the possible impact of this on the operational expenditure of the Municipality

ENDUMENI IDP 2011-2016 REVIEW

Key Issues to be addressed in the review...

- A review of the Endumeni IDP projects list in order to confirm its 10/11 and 11/12 priority project list, which would then need to be linked to the LA's proposed budget, whilst at the same time ensuring that these are integrated with the 10/11 budgets of service providers
- A further refinement of the Spatial Framework in order to include guidelines for the Land Use Management System, and providing further details relating to the future development and investment required in respect of the lower order nodes within the Municipality
- The further expansion of the Gender Equality Programme, including the preparation of an action plan

ENDUMENI IDP 2011-2016 REVIEW

Key Issues to be addressed in the review...

- Liaison with key service providers in order to verify and confirm their multi-year project proposals and funding programmes
- Refinement of a housing sector plan
- Refinement of a transport sector plan

ENDUMENI POP 2011- 2010 REVIEW

Basic Facts and Figures

Total Population	77717
Total Number of Households	13 133
Endumeni pop as % of UDM	11%
% of population urbanised	87%
Unemployment	54%
Households with access to services:	
•Water	93%
•Sanitation	81%
•Electricity (source for lighting)	68%
•Refuse	77%
•Telephones	84%

ENDUMENI POP 2011- 2010 REVIEW

Municipal Budgets

Capital Budgets	2008/09	2009/10	2010/2011
Basic Expenditure	3 025 780	8 793 262	1 393 800
State Funds	23 540 000	24 630 000	Nil
Other	1 154 180	10 601 693	4 182 874
Own Funds	5 006 670	5 316 592	6 660 547
CMIP and OTHER	5 023 000	10 601 693	9 822 000
TOTAL	37 749 630	59 943 240	22 059 221

ENDUMENI MUNICIPALITY

WARD 1 WARD COMMITTEE MEETING

Minutes of Ward 1 Ward Committee meeting held at the Activity Room, Glencoe Library, Biggar Street, Glencoe on Thursday, 9 September 2010 at 10:00

Present:

As per attached attendance register.

1. Opening:

The Chairperson, Cllr. P.M. Bislam welcomed everybody present whereafter he requested everybody to bow their heads in silent prayer.

2. Apologies:

Mr. S. Perumall
Mr. I. Gridale

3. Confirmation of the minutes:

The minutes dated 3 June 2010 were proposed by Mrs. Sooknanan and confirmed by Mr. Peter Khumalo: the minutes were thus approved and adopted.

4. Matters Arising:

4.1 R400 000-00 Funding for 2009/2010 Financial Year:

Mr. Peter Khumalo enquired as to the financial expenditure regarding the R400 000-00 Ward 1 funding and the expenditure –to-date and on what projects.

The Acting Municipal Manager responded by informing the meeting that all is well and on track vis-à-vis the spending of the Ward 1 R400 000-00 funding for the 2009/2010 fiscal year. Furthermore, Mr. Maltman reported that a cost schedule will be appended on the minutes for the next meeting.

5. New Matters:

5.1 2010/2011 R400 000-00 Ward Funding:

The Acting Municipal Manager, Mr. J.B. Maltman, informed the meeting that there is R4000 000-00 allocated to Ward Funding for the 2010/2011 Financial Year.

However, the split of the funding will be done in two phases:

Phase 1: R325 000-00 for Capital Projects (i.e. tangible facts on the ground that anyone can touch and feel).

Phase 2: R75 000-00 for the General Running Expenses (that may or may not entail grasscutting etc., as the Ward Committee may deem fit.)

The Acting Municipal Manager requested the Ward Committee members to please conceptualise on new Capital Projects for 2010/2011 Fiscal year as he does not want that on June 30 the municipality will still be going on tender: if all goes according to plan, he wishes to finish all the new projects by December 2010 or early January 2011.

5.2 Renumeration of Ward Committees:

Mr. Peter Khumalo complained that they use their money for transport, their cells for telecommunication: R50-00 is really inadequate to cover transport and airtime. They also do not have T-shirts and name-tags like in neighbouring municipalities.

The Acting Manager promised that hopefully the Council can positively consider T-shirts and name-tags but the monetary stipend will have to be decided either Provincially or Nationally as it is those Governments that have the competency to decide on this issue.

6. Closure:

There being no further matters to discuss, the Chairperson, Cllr. P. M. Bisram declared the meeting closed at 11:05.

CHAIRPERSON:



DATE:

9/09/2010

ENDUMENI MUNICIPALITY

Minutes of the Ward 1 Ward Committee meeting held in the Activity Room, Glencoe Library, Glencoe on Thursday, 3 June 2010 at 10:00.

Present:

As per attendance register.

1. Opening:

The Chairperson, Cllr. P.M. Bisram, opened the meeting by requesting a moment of silence.

2. Apologies:

Mr. S. Perumall

3. Confirmation of the minutes:

The minutes of the meeting held on 22 January 2010 were confirmed.

4. Matters Arising:

1.4 Identification of Projects:

Cllr. Bisram ran through a list of projects that were identified previously and updated the meeting.

5. R400 000-00 Ward Committee Funding:

After some discussion, the Chairperson requested Mr. Maltman to ascertain whether Mooiplaas was in Endumeni. Mr. Maltman said that Mooiplaas was not in Endumeni area but falls under Dannhauser Municipality.

The Acting Municipal Manager reported that Mr. Cebekhulu always reminded Ward Councillors and Council to identify projects since the beginning of this financial year. He said he also sent reminders to the Councillors about this matter. For the record, he informed the meeting that on the strength of the previously identified projects: costing was done, tender advertisements placed and tender adjudication was done, and he requested the ward committee to prioritize the projects with respect to the funds available, and that it was too late to start the process with new projects now. After some discussion the following projects were identified and prioritized:

1. That R100 000-00 be utilized in a clean-up Campaign (Mr. Maltman informed the meeting that the people will be appointed i.t.o. the Municipality Temporary Labour Policy: applicants will be appointed in terms of advertisements placed on

working areas and they will have to come from Ward 1 – no drama, no canvassing).

2. Fencing at Glenridge hall and clinic.
3. Any money that will be left-over, be utilized to buy Jojo Tanks for KwaThelaphi.

Mr. Grisdale emphasized that this must be done in the next 3 (three) weeks, otherwise the funds will be forfeited by 30 June 2010. He requested the ward committee to start identifying projects for the following year, so that when the next financial year starts, the process will run smoothly.

6. Closure:

The Chairperson, Cllr. P.M. Bisram, thanked everybody for attending and declared the meeting closed at 11:30.

CHAIRPERSON:



DATE:

03-06-2010

ENDUMENI MUNICIPALITY

Minutes of the Ward 2 Ward Committee meeting held in the Activity Room, Glencoe Library, Biggar Street, Glencoe on Tuesday, 6 July 2010 at 10:00

Present:

As per attached attendance register.

1. Opening:

The Chairperson, Cllr. S.E. Ndimba, welcomed everybody present and thereafter informed the meeting that Mr. J.B. Maltman has been appointed Acting Municipal Manager in the place of the former Municipal Manager, Mr. B.D. Cebekhulu.

2. Apologies;

Ms. T.G. Struman
Mr. S. Perumall
Mr. I. Grisdale

3. Confirmation of the minutes:

The minutes of the meeting held on 18 May 2010 were proposed by Rev. E.A. Hlatshwayo and seconded Ms. K.I.L. Madela.

4. Matters Arising:

4.1 Sentraal Rugby Stadium:

Mr. T. Shelembe enquired about the progress regarding the upgrade of the Sentraal Rugby Stadium.

Mr. Maltman explained that this matter should receive attention via the Sports and Recreation Section of the Municipality.

4.2 Accidents: Provincial Road Crossing:

Mr. S. Mhlungu said that the Provincial Road crossing towards Sithembile next to the cemetery was causing a lot of accidents and steps must be taken to address this.

The Acting Municipal Manager reported that he will write to the Chief Engineer: Provincial Road Transport Directorate for remedial action in respect of this issue.

4.3 R400 000 – 00 Ward Funding:

Cllr. Ndima reported that the blockmaking project was costed and was found to be more expensive and could not be accommodated in this budget allocation of R400 000-00.

The Acting Municipal Manager explained that there were counter-proposals and Council eventually resolved that fencing should be done by a local company from Endumeni and that it should commence within 2 to 3 weeks. Mr. Shelembe requested that people from Sithembile should be appointed as far as possible.

Mr. Maltman said that whilst that was noted, but projects were advertised, the proper transparent and open Procurement Supply Chain Management process was followed; and that palisade will be utilized.

5. New Matters:

5.1 Electricity Theft:

The Chairperson said that the losses on electricity cannot be allowed to continue and Council has resolved that Cllr. Ndima inform the community via the Ward Committee and other consultative structures that action must be taken to curb 15,9 Kwh (39%) electricity loss with a value of R2,8million, the bulk of which comes from Sithembile. If the Electricity Auditing Company, (K.D.), is not allowed to enter Sithembile then electricity will be switched off. Sibongile people are allowing K.D. to perform auditing.

Mr. Shelembe said that the whole community cannot suffer because of people who are trying to make Sithembile ungovernable and also action must be taken against those who are tampering with electricity.

It was then

RESOLVED

1. That notices must be issued urging the people to come and make arrangements in respect of the dictates of the National Treasury and the Department of Co-operative Governance and Traditional Affairs;
2. That people be given 30 (thirty) days and thereafter K.D. be accompanied by S.A.P.S/Municipal Security to disconnect transgressors;
3. That this message be also pasted on the municipal accounts;
4. That regular inspections of streetlights be done.

5.2 Illegal Structures:

Cllr. Ndima reported that the so-called “illegal structures” issue was discussed and approved by the former Municipal Manager and Sithembile Stock-owners.

The Acting Municipal Manager said that he will investigate this issue and report back.

5.3 Unqualified General-Auditor’s Report:

Cllr. Ndima reported that there was bad publicity and marches were made to the Municipality as if there was corruption done by Council. Actually, it was the late submission of financial statements which was caused by the following 3 (three) problems:

1. The asset register of equipment, vehicles and staff was not properly reflected right through as from Endumeni to Umzinyathi to Uthukela.
2. Traffic fines were not properly captured by the Courts and did not depict what was due to Province and what was due to Endumeni.
3. GRAP – due to IMFO and National Treasury, a new format for financial statements had to be initiated and implemented which also caused delays.

However, Endumeni got an unqualified report which means there was no corruption or defrauding of public funds: big applause to officials, the CFO is already busy workshopping his staff today so that we are up-to-date. The MEC is also happy.

5.4 Speed-bumps:

Mr. Mhlungu enquired about the issue of speed-bumps. Cllr. Ndima reported that he has already written a memo regarding this issue.

Mr. Maltman reported that he has contacted the Traffic Section and the process is on the way.

5.5 Roads in Sithembile:

Mr. Shelembe and Mr. Mhlungu requested that all the roads be done.

The Acting Municipal Manager reported that the Tender will be advertised shortly and Development Facilitation Company will be on site so that all problems with the roads are identified and will be facilitated in terms of MIG Projects stipulations.

6. Closure:

The Chairperson, Cllr. S.E. Ndimba, thanked everybody for attending and declared the meeting closed at 11:30.

CHAIRPERSON:  DATE: 06/07/2010

ENDUMENI MUNICIPALITY

Minutes of the Ward 2 Ward Committee meeting held in the Activity Room, Glencoe Library, Glencoe on Tuesday, 8 February 2011 at 10:00

Present:

As per attached attendance register.

1. Opening :

The Chairperson Cllr. S.E. Ndimba welcomed all present.

2. R400 000-00 Ward Funding:

Mr. Carelse, Acting Manager Technical Service, pointed out that the amount of R400 000-00 is made up of R375 000-00 and R25 000-00 on the capital vote and operating vote.

The Acting Municipal Manager pointed out that the committee previously approved an amount of ± R120 000-00 for upgrading of the old Sithembile Library.

RESOLVED TO RECOMMEND

That the remaining amount be allocated for the following projects in Ward 2:

1. Grass cutting	R100 000-00
2. Shelter for Taxi Rank	R 50 000-00
3. Ramp and Taxi Parking Sithembile	R 50 000-00
4. Subsoil drains stormwater Phase 1 2011	R100 000-00
5. Repair Roads Sithembile	<u>R100 000-00</u>
TOTAL	R400 000-00

3. New Matters:

3.1 Sithembile Housing Project:

Mr. G. Southgate, Managing Director of SBP, informed the meeting that it has been seven years since the housing project in Sithembile was stopped by the District Council because of water supply problems. According to Mr. Southgate the contract for water

supply has now been approved and a meeting between the District Council, SBP and Endumeni Municipality is being arranged. Should Endumeni Municipality be satisfied it must issue a compliance certificate before the project can proceed. On receipt of the certificate, SBP will submit a fresh application to the National Housing Board and enter

into a tri-lateral agreement between the Municipality, SBP and the Provincial Authority.

The Acting Municipal Manager pointed out that the previous agreement was a bi-lateral agreement between SBP and the Provincial Authority. He further expressed his satisfaction with the meeting arrangements and that officials from Endumeni Municipality will attend.

SBP committed themselves to build new office space which, after completion of the project, will be handed over to the community.

3.2 Cleaning of Vacant Sites:

Mr. T. Shelembe requested that long grass on vacant sites in Sithembile be cut. The owners of these sites cannot be traced.

3.3 Sithembile Block Yard:

The Acting Municipal Manager reminded the meeting that the old offices at the block yard went out on tender and have been allocated.

3.4 Drainage Old Location Area:

Mr. T. Shelembe complained about stormwater problems in the old location area.

Mr Carelse undertook to investigate and try to find a solution to the problem.

The Acting Municipal Manager pointed out that the R400 000-00 was not enough to comply with all the problems raised at the meeting.

4. Closure:

There being no further issues raised the meeting terminated at 11:55.

CHAIRPERSON:  DATE: 08/02/2011

Municipal Budgets

Operating Budgets		
2008/9	2009/10	2009/10
104 831 218	139 074 473	155 569 627

Performance Management System

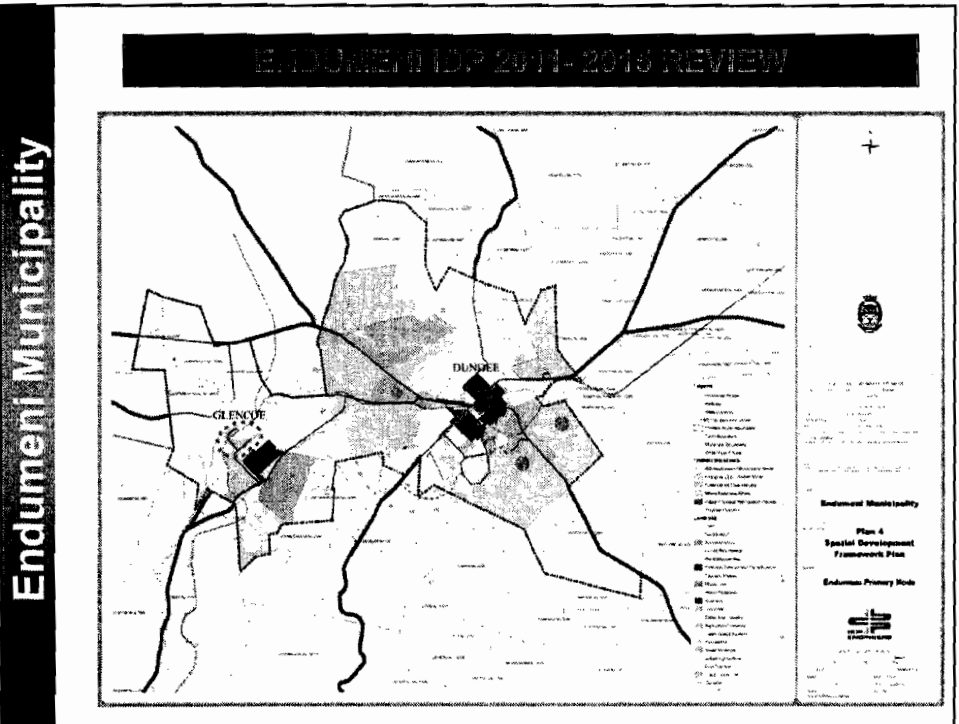
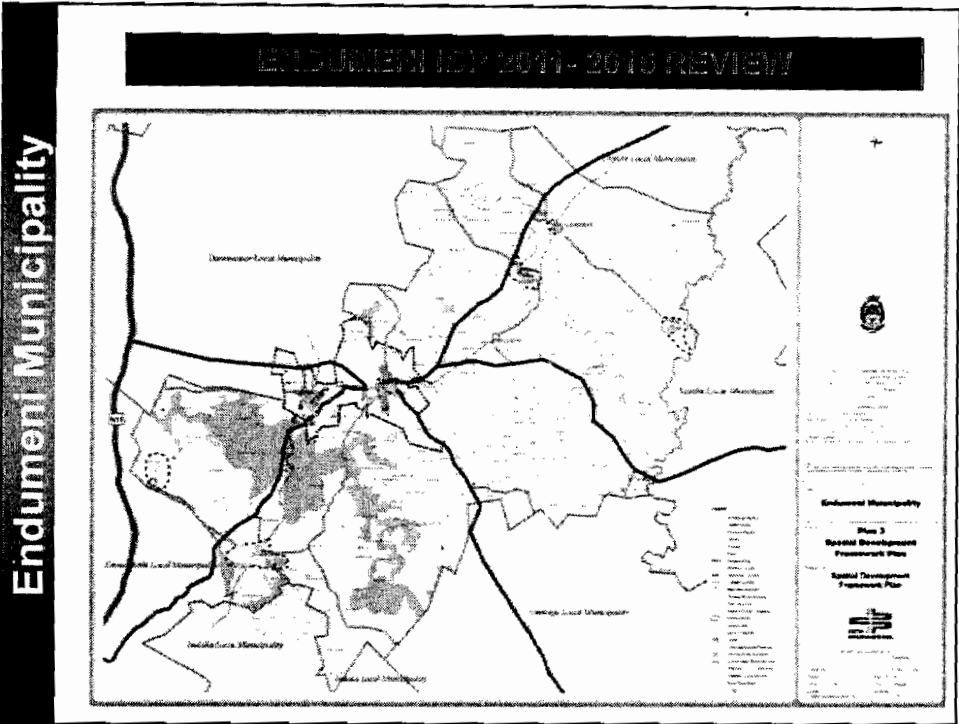
Financial Plan/Capital Investment Plan

Spatial Development Framework Plan

Service and Delivery and Budget implementation Plan

Spatial Development Framework Sector Plan

- A key focus in this regard is a refinement of the SDF regarding the lower order nodes, namely the Service Hub of Wasbank, and the service satellites of KwaTelaphi, Tayside and Vechtkop, De Jagersdrift and to a lesser extent Malongeni.
- These are identified as priority spending areas *vis a vis* service delivery and are the focus of a range of future projects
- The future land use details will further detailed in the Land Use Management Plan



Housing Sector Plan

Municipal Housing Plan

- This is a recent requirement of the Department of Housing
- DoH has issued guidelines for its preparation
- It is in the process of being prepared
- Will deal with :
 - local context
 - current demand
 - land identification
 - current housing situation
 - planned projects
 - integration with other sectors
 - the spatial development framework
 - performance management

Transportation Sector Plan

Transportation Sector Plan

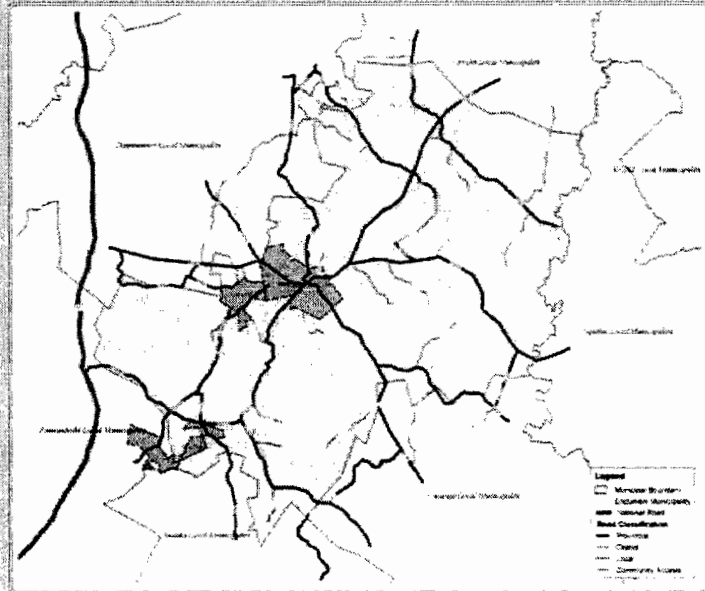
- New Sector Plan in the process of being prepared
- Focuses on the traffic and transportation needs of Endumeni, addressing the legal context, road infrastructure, public transport, road conditions, traffic control, traffic safety, pedestrian facilities and accessibility and connectivity
- A key issue identified is the status of certain roads within the urban areas, which are declared as 'subsidised roads'
- Legally, these are now the responsibility of the District Council

ENDUMENI IDP 2011-2016 REVIEW

Transportation Sector Plan...

- An annual subsidy of the order of R 50 000 is paid for the maintenance of these roads
- The roads are a key facet of the regional economy, especially *vis a vis* coal mining
- The inter-regional transport of heavy goods on these roads continually causes significant damage to the roads
- Subsidy granted by KZN DoT does not begin to cover the costs of maintenance & repair
- Two alternatives are identified:
 - impose load restrictions
 - hand responsibility for these roads back to DoT

ENDUMENI IDP 2011-2016 REVIEW



ENDUMENI IDP 2014-2016 REVIEW

Status of Sector Plans

Sector Plan	Status
Integrated Environmental Programme	Complete
Housing	Complete
Integrated Waste Management Plan	Pending
Cemetery Plan	Pending
Transportation Sector Plan	Complete
HIV/AIDS Plan	Complete
Water Services Development Plan	Complete
Tourism Development Plan	Pending
Local Economic Development Plan	Pending
Electricity Supply Development Plan	Being compiled
Poverty Reduction /Gender Equity Programme	Complete
Disaster Management Plan	Complete
Performance Management System	complete

ENDUMENI IDP 2014-2016 REVIEW

Report back on the Service Provider Multi-Year Project Proposals and Funding meetings

ENDUMENI IDP 2011-2016 REVIEW

Service Provider Involvement in the IDP Process

	IDP RF 25 NOVEMBER 2010	IDP RF 26 NOVEMBER 2010
PARTICIPATING SERVICE PROVIDERS	<ul style="list-style-type: none"> ▪Dept. of Minerals & Energy ▪Umzinyathi Dev Planning ▪KZN Dot ▪Dept. Agriculture ▪Dept. Traditional & Local Government 	<ul style="list-style-type: none"> ▪Post Office ▪Dept. of Education ▪Home Affairs ▪Correctional Services ▪Municipal Infrastructure Grants - MIG

ENDUMENI IDP 2011-2016 REVIEW

Service Provider Multi-Year Project Proposals and Funding

- Meetings are very constructive
- Highlighted significant potential for integration of roles and projects
- Numerous projects will be incorporated into IDP projects list
- Conclusion is that regular future meetings with the key sector service providers are vital for the long term benefit of all concerned

ENDUMENI MUNICIPALITY

Minutes of the Ward 2 Ward Committee meeting held in the Activity Room, Glencoe Library, Glencoe on Tuesday, 8 February 2011 at 10:00

Present:

As per attached attendance register.

1. Opening :

The Chairperson Cllr. S.E. Ndimba welcomed all present.

2. R400 000-00 Ward Funding:

Mr. Carelse, Acting Manager Technical Service, pointed out that the amount of R400 000-00 is made up of R375 000-00 and R25 000-00 on the capital vote and operating vote.

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CHAIRPERSON:  DATE: 08/02/2011

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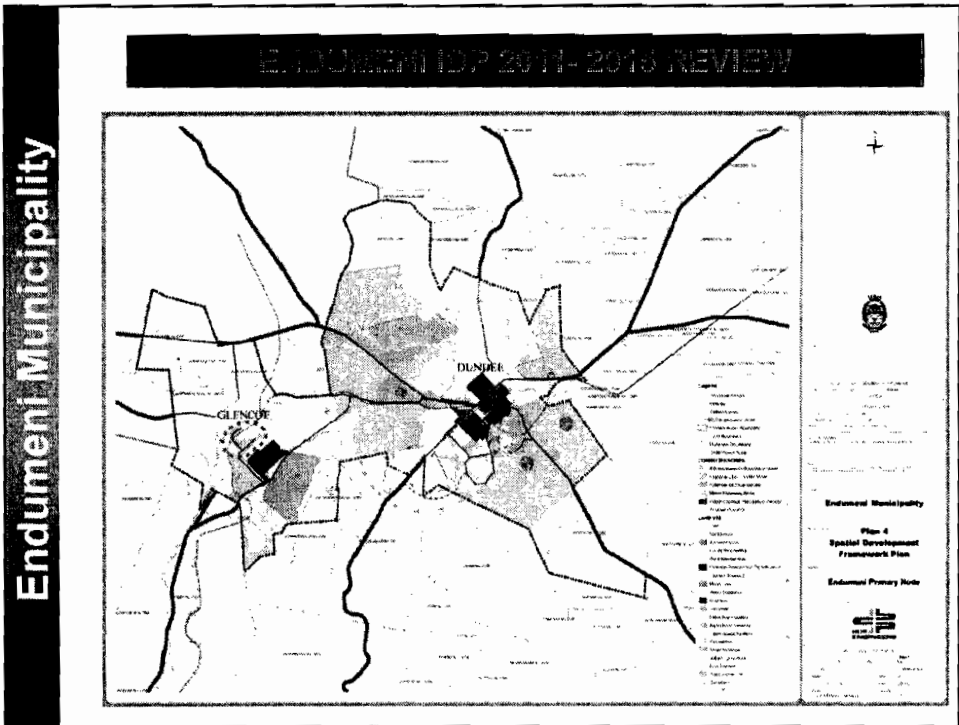
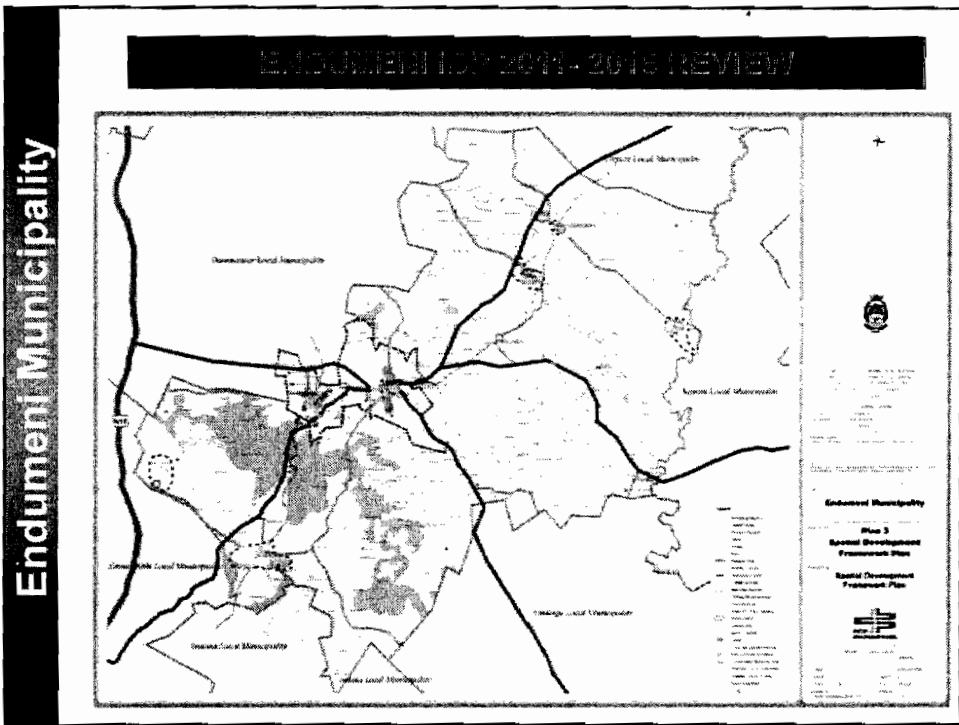
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Transportation Sector Plan

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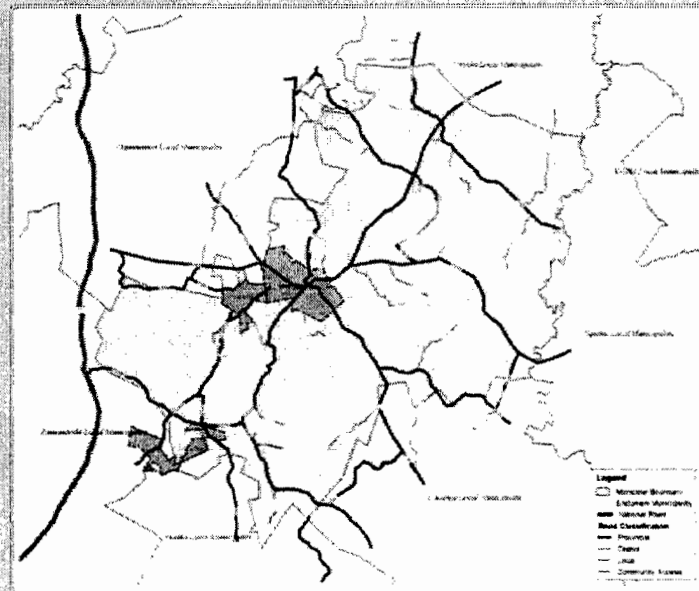
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ENDUMENI IDP 2011-2016 REVIEW

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ENDUMENI IDP 2011-2016 REVIEW



ENDUMENI IDP 2014-2016 REVIEW

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ENDUMENI IDP 2014-2016 REVIEW

Report back on the Service Provider Multi-Year Project Proposals and Funding meetings

Service Provider Involvement in the IDP Process

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Service Provider Multi-Year Project Proposals and Funding

- Meetings are very constructive
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- Numerous projects will be incorporated into IDP projects list
- Conclusion is that regular future meetings with the key sector service providers are vital for the long term benefit of all concerned

Review of the 2011 / 2015 Priority Project List

Concluding Comments

- Declining mining/ coal industries. A need for greater involvement of Dept Min & Energy Affairs.
- Land Reform: Creation of large rural communities.
- Need for greater service provider participation and greater allocation of funds to Endumeni.
- Greater accessibility for rural areas needed. Alignment with IDP required.

Endumeni Municipality

IDP REPORT 2011/2012

▶ 11.

- ▶ **Communication Plan**
 - Ward Committee Minutes

ENDUMENI MUNICIPALITY

Minutes of Ward 1 Ward Committee meeting held at the Activity Room, Glencoe Library, Biggar Street, Glencoe on Tuesday, 22 February 2011 at 10:00

Present:

As per attached attendance register.

1. Opening:

The Chairperson, Cllr. P.M. Bisram welcomed everybody present and requested everybody to bow their heads in silent prayer. He thanked the full complement of officials present.

2. Apologies:

None

3. Confirmation of the minutes:

The minutes of the meeting held on 9 September 2010 were proposed by Ms. Sooknanan and seconded by Mr. Maltman.

4. Matters Arising:

None

5. New Matters:

5.1 Electrification of Kwa Thelaphi:

Cllr. Bisram reported that he went to KwaThelaphi where he gave a detailed report-back to the community. The electrification project at Kwa Thelaphi will start in April 2011.

5.2 Transfer of Title Deeds, Housing Rental Stock and Rehabilitation of Houses:

Cllr. Bisram reported that the transfer of Title Deeds is an ongoing process undertaken by Mr. Raj Naidoo with the Agents of Human Settlements and the Deeds Office.

The Chairperson reported that with regard to Housing Rental Stock, a delegation made up of Councillors and Officials went to see the MEC for Human Settlements, Ms. Govender. Progress was made and three officials came: 2 (two) to inspect the houses and 1 (one) to see Mr. Carelse. There is an ongoing inter-action regarding this process and it will be difficult to give a detailed report-back to the community as the process is not finished yet.

With respect to the Rehabilitation of Houses, Cllr. Bisram reported that the costing is being done, thereafter the government will inform us how much they approve and how much has the council to chip-in.

5.3 Stormwater Application:

Mr. Gridale informed the meeting that he met the DBSA and they said that they will only consider the R1,1million stormwater application from April 2011.

Ms. Sooknanan said that people are complaining about this whenever it is raining.

The Acting Municipal Manager stated that all of us have great sympathy for the people who live there and are affected when it rains. The fact of the matter is that this is a Provincial Function, the municipality can document those houses and maybe send a delegation to the Department of Human Settlements.

5.4 Proposed new Housing Development:

The Acting Municipal Manager stated that he has sent a full report to Council regarding this matter.

5.5 R400 000-00 Ward Funding:

After some discussion, it was

RECOMMENDED

THAT

the Ward 1 R400 000-00 funding be allocated as follows:

1. Grass Cutting	R100 000-00
2. Roads	R 70 000-00
3. Swings	R 12 500-00
4. Slide	R 8 500-00
5. Jungle Gum	R 9 000-00
6. Park: Karellandman	R 25 000-00
7. Jojo Tanks	R 25 000-00
8. Temporary Labour	R 90 000-00 (Stormwater)
9. Bulk Bins	<u>R 60 000-00</u>
Total	R400 000-00

6. Closure :

The Chairperson, Cllr. P.M. Bisram, declared the meeting closed at 11:00.

CHAIRPERSON: 

DATE: 22-02-2011

ENDUMENI MUNICIPALITY

Minutes of the **Ward 3 Ward Committee meeting** held in the **Main Committee Room, Civic Centre, 64 Victoria Street, Dundee** on **Thursday, 10 February 2011** at **15:00**

Present:

As per attached attendance register.

1. Opening:

The Chairperson, Cllr. A.M. Raubenheimer, welcomed all present and thanked them for making time to attend the meeting.

2. Apologies:

Mr. S. Perumall

Mr. H. van Zydarn

Mr. P. Theunissen

3. Confirmation of the minutes:

The confirmation of the minutes held on 18 November 2010 were proposed by Cllr. J.A. Tshabalala and seconded by Mr. J.B.Maltman.

4. Presentation: Mr. Mike Maher: Karellandman Street:

Mr. Maltman reported that the contract was for R33million and was for a period of 22 months and part of the contract was going to cover Sithembile too.

Mr. Mike Maher, representing Sukuma & Kluus Civils Engineers, gave a thorough presentation on the scope of work to be done on Karellandman Street.

A question was raised about stormwater flooding by Engen Service Station.

Cllr. Raubenheimer advised Engen Service Station representative to liaise with Mr. Mike Maher, if unavailable, to contact Mr. Maltman.

Mr. Maltman explained that in terms of the way forward: the key purpose of this meeting is to start a dialogue with the business community to sort-out the points of egress or ingress (the tentative date was set for next Wednesday in the afternoon, to be confirmed by affected parties).

Mr. M. Ndlovu warned that he foresees a lot of disturbance to the traffic during the narrow one-lane usage because that road is used by motorists passing to Nqutu and Vryheid.

Mr. Maltman assured the meeting that professional engineers have spent 12 (twelve) months working out these plans and there should be no problems except for specific nuances.

There being no further questions, the Chairperson recused Mr. Maher from the meeting.

5. Matters Arising:

5.1 Coronation Park Complaints:

Mr. Maltman reported that lights have been put up and that cleaning is done regularly. He also reported that signs have been made and will be put up shortly. He said it is not desired to create a prison, but these measures should help.

Cllr. Raubenheimer said that a lot of money may be wasted by erecting bollards and requested a re-think on this: Mr. Maltman was requested to invite the SAPS at the next meeting.

5.2 Availability of Water: Wasbank eBusi:

Cllr. Tshabalala said Umzinyathi were applying delaying tactics with regards to the delivery of water to the Jojo tanks.

Mr. Mabilisa suggested that we must have Mr. Malunga or Mr. Dlodlo or uThukela Water at the next meeting to make sure that the tanks are filled. Mr. Carelse reported that Mr. Dlodlo said he does not know where water must be delivered.

Cllr. Raubenheimer requested Mr. Maltman to invite uMzinyathi at the next meeting.

5.3 Electricity:

Mr. M. Donaldson reported that since 2001 numerous meetings have been held with Eskom, Community, Cllr. Tshabalala and the municipality regarding the electrification at Wasbank. Mr. Donaldson eventually made an application to DME because Eskom was just too busy with other projects. He reported that on 26 January 2011 a provisional approval of R5million was received and it is expected to get the ball rolling by April 2011.

Cllr. Tshabalala was grateful for the commendable work that was done by Mr. Donaldson and requested him to do a presentation to the community on the 15th of June 2011.

Mr. Ravi Soni wanted to know whether R5million is adequate and whether DME is going to dump us halfway through the project.

Mr. Donaldson explained that R5million is just for Phase 1, and another R5million will be coming for Phase 2.

6. R400 000-00 Ward Funding:

Cllr. Raubenheimer requested Mr. Maltman to give a brief feedback.

Mr. Maltman pointed out that the allocations are draft proposals that were informed by the needs and we applied our minds to it.

Mr. Carelse then explained that all wards were asked to donate R100 000-00 towards grasscutting.

After some discussion it was

RECOMMENDED

THAT

1. Grass cutting Ward 3 inclusive of Wasbank	R100 000-00
2. Bulk Bins for Ward 3	R 40 000-00
3. Indigenous Trees Ward 3	R 20 000-00
4. Jojo Water Tanks 5000l for Wasbank	R 30 000-00
5. No litter Signs for Coronation Park	R 10 000-00

Slurry Seal of Roads:

1. Pongola Crescent from Buffalo Drive to Klip Street 3195m ²	R 82 590-00
2. Douglas Street from Old Acre to Smith Street 1719m ²	R 44 436-15
3. Biggar Street North from Reynolds Street to Hosking Street 1215m ²	<u>R 72 973-85</u>

TOTAL

R400000-00

Potholes and stormwater maintenance will also be done in Wasbank on the Roads maintenance Vote.

7. New Matters:

7.1 Re-zoning: KwaSithole Area:

Mr. De Beer wanted to know how far was the re-zoning of this area.

Mr. Maltman reported that this area falls outside the Dundee Town Planning Scheme. However, he further reported that the municipality will be developing LUMS in the next six months, but he has no doubt in his mind that this area will fall under "agricultural use".

7.2 No further Water Connections: uThukela Water

Mr. Terry Worley reported that in terms of a circular from uThukela Water there will be no water connection for new developments because the plant has to be massively upgraded. On further enquiries, because this would be devastating to the development of the town, he was told that they will only do sanitation: no water connections.

Mr. Maltman responded that uThukela Water will be invited to do a presentation at the next Council meeting regarding this matter. He informed the meeting that in their approval of building plans they say that they can guarantee supply of water. In any event, they cannot deny water supply to an established town, by law: only the Water Services Authority which is uMzinyathi can make that determination.

7.3 Old and Dilapidated Buildings: Wasbank:

Cllr Tshabalala enquired what should be done to the old and dilapidated buildings at Wasbank.

Mr. Carelse said that there are municipal buildings that have cracks and they will see what can be done to repair these buildings.

Mr. Maltman said that an investigation will have to be done to determine whether they are private or municipal buildings.

8. Closure:

The Chairperson, Cllr. Raubenheimer, declared the meeting closed at 16:05.

CHAIRPERSON:



DATE:

10/02/2011

ENDUMENI.MUNICIPALITY

Minutes of the Ward 3 Ward Committee meeting held in the Main Committee Room, Civic Centre, 64 Victoria Street, Dundee on Thursday, 18 November 2010 at 15:00

Present:

As per attached attendance register.

1. Opening:

The Chairperson Cllr. E.M. Adam opened the meeting and welcomed all present and said he stands in for Cllr. Raubenheimer.

2. Apologies:

Cllr. A.M. Raubenheimer

3. Confirmation of the Minutes;

Not available. Matters arising from previous minutes, nil.

3.1 Coronation Park Complaints:

The By-laws were made available to Mr. van Zydam.

Mr. van Zydam requested that floodlights and notice boards be made available.

Littering is a problem and Council restricted overtime work over weekends. Mr. Maltman said this will have to be re-considered by Council taking finance into consideration.

Mr. Maltman said four of five floodlights could be placed in the park.

The South African Police Services on a previous complaint incident refused to come for assistance to the park when noise was reported.

3.2 Ward Allocation:

Notice boards reflecting breach of the various conditions in by-laws to be placed in the park.

The Chairperson requested members to submit projects to be considered in the ward from the R325 000-00 allocation in the current budget.

Bollard poles will be planted to allow only one entrance into the park for vehicles.

Mr. Grisdale said only R325 000-00 can be used for capital work and R75 000-00 for maintenance.

4. New Matters;

4.1 Litter in Central Business District on week-ends:

Mr. Worley requested that the King Edward and Taxi rank pavements be cleaned.

Mr. Carelse said residents have to be educated as funds are limited.

Council will have to reconsider weekend street cleaning in the main Central Business District areas.

4.2 Availability of Water : Wasbank Rural Areas:

Cllr. Tshabalala stressed the importance and availability of water and boreholes which is very short in supply: eBusi area is also in need of portable water supply. Mr. Carelse will raise the matter at the Infrastructure meeting.

Mr. Maltman will invite the Communication Officer of Umzinyathi District Municipality to following meeting.

4.3 Ploughing: Tractor:

One tractor is not sufficient to plough and this will also be discussed at the Infrastructure meeting.

4.4 Electricity: Wasbank rural Area:

Mr. Donaldson will be invited to the next meeting.

5. Closure:

There being no further matter to discuss meeting adjourned at 15:35.

CHAIRPERSON:



DATE:18/11/2010.....

ENDUMENI MUNICIPALITY - ATTENDANCE REGISTER

Meetings:

Date:

Time:

Initial & Surname	Organization	Physical Address	Tel No.	Fax No.	Signature
1. J.A. Tshabalala	Endumeni PRC	149 Rademeyer Rd Wabochak	08746329622	-	<i>[Signature]</i>
2. A.M. Nshingila	Ward 3 Ward Com	Ebasi Village Wabochak	0870780532225	-	A. B. SOMUM
3. E. ADAM	COUNCILOR	23 Ayob St., Dundee	0837861685	-	<i>[Signature]</i>
4. P.G. Mphahla	Endumeni Municipality	19 Pankola Crescent	0834235787	-	<i>[Signature]</i>
5. G. Coetzee	TRAFFIC	101 VICTORIA STR.	0731621400	034 395121	<i>[Signature]</i>
6. T. Vorster	COUNCILOR	28 Senecusfield St Dundee	0826555777	034 218536	<i>[Signature]</i>
7. B. Coetzee	Endumeni Mna.	64 Victoria St Dundee	08232229881	-	<i>[Signature]</i>
8. S. PERUMAL	ENDUMENI MUNICIPALITY	64 VICTORIA ST DUNDEE	0832293583	086 568 9601	<i>[Signature]</i>
9. J.B. MASTMAN	ENDUMENI	64 VICTORIA ST DUNDEE	034 - 2122121	034 - 212356	<i>[Signature]</i>
10. I. GIBSON	"	64 VICTORIA ST DUNDEE	034 - 2122121	034 - 2122121	<i>[Signature]</i>
11. N.S. ROSE	"	"	"	034 2123182	<i>[Signature]</i>
12. J. van Zynge	Ward 3	12 Victoria St	0814113607	-	<i>[Signature]</i>
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ENDUMENI MUNICIPALITY

Minutes of the Wards 3 and 6 Ward Committees 2010/2011 Draft Budget meeting held in the Civic Hall, McKenzie Street, Dundee on Wednesday, 28 April 2010 at 10:00.

Present:

As per attached attendance register.

1. Opening:

The Co-Chairperson, Cllr. T.B. Mkhize, welcomed everybody and thanked them for attending the draft budget meeting.

Mr. F.C. Bester requested that he be given a time to read and hand in a letter from Endumeni Ratepayers Association regarding the IDP and the budget.

Co-Chairperson, Cllr. A.M. Raubenheimer said that Mr. F.C. Bester will be granted that opportunity.

2. Apologies:

Mr. J.B. Maltman
Mr. S. Perumall

3. 2010/2011 Draft Budget:

At this juncture, Cllr. Mkhize requested the Co-Chairperson, Cllr. Raubenheimer, to chair the meeting as he had an urgent business to attend to.

Cllr. Raubenheimer requested the Chief Financial Officer (CFO) to do a presentation on the Draft Budget for 2010/2011 financial year.

Mr. Grisdale did the presentation of the 2010/2011 Draft Budget as per attached **Annexure "A"**.

Cllr. Raubenheimer thanked the CFO and explained that this was a draft budget only and that other wards will also meet, make their proposals or comments and the Council will eventually approve the budget after considering all the inputs from various wards.

4. Inputs, Questions and Points of clarification:

Cllr. Raubenheimer requested that the meeting come with proposals or questions regarding the presentation.

4.1 Electricity tariff:

Mr. L. Steenkamp said that the ratepayers cannot be expected to subsidize electricity by 6,9% and proposed that the tariff be kept at 28,9% instead of the proposed 22%.

Cllr. Raubenheimer concurred and said that even the rates hike should be inflation-related instead of 10% increase.

4.2 Letter of concern: Ratepayer Association:

Mr. Bester read from a letter the concerns raised by the Ratepayers Association whereafter he submitted the said letter **Annexure "B"**.

Cllr. Raubenheimer thanked Mr. F.C. Bester and reported that he will ask the Municipal Manager to look at the complaints and that the letter will also be included in the minutes. He requested that this letter be included in other ward committees.

Regarding the IDP, Cllr. Raubenheimer reported that he will ask the IDP Manager to respond. As far as the budget is concerned he will ask the CFO to respond to that matter.

4.3 Cllr. Raubenheimer's savings proposals:

Cllr. Raubenheimer informed the meeting that rates income was ±R48 million and a R1 million save was about 2%.

However the following savings could assist:

1. The 7,7% increase for Staff and 9% increase for Councillors be the same at 7,7%.
2. The 14% increase for Youth and Sport be slashed to 7% increase, to keep track with inflation.
3. R100 000-00 provision for ward committees be reduced to R50 000-00.
4. Promotion of Endumeni be reduced from 40% increase to 10% increase.
5. As the Traffic Department was running at a loss of about R3,9 million, in order to solve future problems, this department be handed over to the Province like the clinics.

Cllr. Raubenheimer then requested the Municipal Manager, the Speaker and Cllr. J.A. Tshabalala to give passing comments.

The Municipal Manager responded as follows:

1. He will investigate whether the IDP is not on the website and whether it is not available at the libraries, if not, that will be corrected.

2. Regarding rates, the only way will be to cut down on other items if we want to keep rates down, which will also create gaps somewhere.
3. Staff Salaries: the unions and SALGA determine the increases nationally.
4. Councillor Allowances: these are nationally determined in that municipalities of that size will get this much: however, this is a recommended increase, per Province the MEC for Local Government determines the increase per municipality.
5. The LED Section is not there and there we are lacking. There is no dedicated person to liaise solely on LED programmes from Umzinyathi or Province. Council will have to decide on this matter.
6. We must also bear in mind that there are also many needs from other ward committees and we must also accommodate them amongst scant and limited resources.
7. It is a pity that the Ratepayers Association come only with criticism and concerns now. It would be better if the Ratepayers Association comes with constructive criticism and also be part of the solution because we all want to serve the residents and ratepayers better.


The Speaker, Cllr. D. Singh, on behalf of Endumeni, thanked the Ratepayers Association for showing interest and for attending.

Cllr. Tshabalala said that we should be building Endumeni, not pointing fingers, by helping each other to the benefit of our communities. She also reported that 4 (four) Jojo Tanks have been delivered and thanked Cllr. Raubenheimer as they came from the R400 000-00 grant.

5. Closure:

Cllr. Raubenheimer said that most of the concerns from the Ratepayers Association were not new and that he was sure that Council will liaise with the Ratepayers Association to respond to their concerns.

There being no further business to discuss, the Co-Chairperson, Cllr. A.M. Raubenheimer declared the meeting closed at 11:30.

CHAIRPERSON:  DATE: 28/04/2010

ENDUMENI MUNICIPALITY

Minutes of the Ward 4 Ward Committee meeting held in the Sibongile Community Hall, Sibongile, Township, Dundee on Monday, 7 March 2011 at 10:00

Present:

As per attached attendance register.

1. Opening:

The Chairperson, Cllr. R.T. Nukani , requested Mr. T.T. Thwala to open the meeting by prayer.

2. Apologies:

Ms. N.C. Cebekhulu

Ms. Z. Ngwenya

Mr. S. Perumall

Mr. I. Gridale

3. R400 000-00 Ward Funding:

Cllr. Nukani stated that last year bins were purchased from this funding and they are currently stored at Glencoe. She also said that last year Stocks and Hostel Family units did not receive bins. As for this year, she reminded the meeting that R100 000-00 must be considered for grasscutting to keep the ward clean, like all the other wards. She also said that Bulk Refuse Bins and fencing of the old graveyard must be considered.

Mr. B. Mhlungu requested that R100 000-00 for grasscutting must be in the Municipal Budget for 2011/2012.

The Acting Municipal Manager stated that fencing for the graveyard will have to be done in Phases, Phase 1 for this current financial year, Phase 2 for the 2012/2013 financial year.

Regarding the distribution of bins it was

RESOLVED

1. that the residents be notified by hailer on Wednesday, 16 March 2011
2. that the Ward Committee members avail themselves from 08:00
3. that proof in the form of the ID documents and the municipal account must be provided for municipal records.
4. that catering will be provided.

After some discussion, it was

RECOMMENDED

THAT

The R400 000-00 Ward 4 allocation be as follows:

1. Grasscutting	R100 000-00
2. Bulk Bins	R 60 000-00
3. Stocks and Family Units Bins	R 70 000-00
4. Dlamini Flood Lights	R 40 000-00
5. France Road Rehabilitation	R100 000-00
6. Elderly Gym Equipment	<u>R 30 000-00</u>
Total	R400 000-00

5. Closure:

There being no matters to discuss further, the Chairperson, Cllr. R.T. Nukani, declared the meeting closed at 11:45.

CHAIRPERSON: 

DATE: 07 March 2011

ENDUMENI MUNICIPALITY

Minutes of the Ward 5 Ward Committee meeting held in the Sibongile Community Hall, Sibongile, Dundee on Monday, 7 March 2011 at 14:00

Present:

As per attached attendance register.

1. Opening:

The Chairperson, Cllr. A.M. Mthembu, requested Ms. T.N. Madida to open the meeting by prayer.

2. Apologies:

Mr. S. Perumall

3. R400 000-00 Ward Funding:

Cllr. Mthembu stated that every financial year there is R400 000-00 allocated to each ward for the ward to identify some projects for the community, and for this year he requested the Ward Committee to identify some projects, like we did last year e.g. the gym equipment etc.

Mr. M.S. Shezi requested last year's expenditure breakdown before the meeting can continue.

The Acting Municipal Manager said that the breakdown will be attached to the next minutes.

Mr. T. Khanyende said that time is tight and the elections are upon us, and he proposed that the meeting must continue.

The meeting resolved to continue.

Cllr. Mthembu then requested Mr. Carelse to present a proposal that has been prepared by the officials.

Mr. S. Mdluli requested that the community be consulted with this proposal.

The Acting Municipal Manager stated that he supported the community consultation, however, the time-lines for procurement procedures must be taken into consideration as this proposal has still got to go to Council.

After some discussion, it was

RECOMMENDED

THAT

the R400 000-00 Ward 5 allocation be as follows:

ENDUMENI MUNICIPALITY

Minutes of the **Ward 5 Ward Committee** meeting held in the **Sibongile Community Hall, Sibongile Township, Dundee** on **Thursday, 13 May 2010 at 14:00**
(21 Sept 2010)

Present:

As per attendance register.

1. Opening:

The Chairperson, Cllr. A.M. Mthembu, requested Mrs. E. Ntshingila to open the meeting by prayer.

2. Apologies:

Mr. I. Grisdale
Mr. S. Perumall
Ms. T.P. Luthuli

3. Confirmation of the minutes:

The minutes of the meeting held on 29 January 2010 were confirmed.

4. R400 000-00 Ward Funding:

Cllr. Mthembu informed the meeting that R400 000-00 funding must be utilized before 30 June 2010. We must decide on the remaining R300 000-00 because R100 000-00 must be reserved for grasscutting. He then requested the Municipal Manager to say a few words.

The Municipal Manager said that the community must identify what project can be done with the remaining R300 000-00. We must remember that next year another batch of funding will be coming, so we must decide quickly before it is forfeited by the end of June. Capital items must be identified: other wards have identified their projects and certain things have been purchased. This is a third meeting about the same thing: people come with expensive projects that cannot be accommodated with the allocated budget.

After some discussion it was decided to do the following projects:

1. R100 000-00 for grasscutting.
2. Gymnasium equipment for the Youth: Mr. Sdu Mdluli to submit the list to the Municipal Manager the following day.
3. P.A System to be also purchased.
4. The renovation of the hall.


5. The Park Home: a Mobile Home and benches for the clinic.
6. Security measures to be put in place to prevent stealing and disappearance of the equipment.

The Municipal Manager made the following announcements:

1. The CDW to be invited at the next meeting.
2. The Department of the Premier is busy with the War On Poverty Flagship Programme and cadres are identified in all sector departments: Mr. John du Plessis is coordinating for the Municipality and further information will be made available when there is a clear way forward.

5. Closure:

There being no further business to discuss, the Chairperson, Cllr. A.M. Mthembu, thanked everybody for attending the meeting and declared the meeting closed at 15:10.

CHAIRPERSON: .....

DATE: 13/05/2010

WARDS GYM EQUIPMENT

- 1 2x TROJAN POWER STACK 500
- 2 3x TROJAN IRON MAN 500 (TREADMILLS)
- 3 2x COLORADO 350 TROJAN ROWERS
- 4 6x EXERCISE BIKES TROJAN VELOCITY 400
- 5 2x VIBRATION TRAINERS TROJAN POWER VIBE 255
- 6 2x TROJAN BODY CHAMP 350 BENCHES
- 7 4x TORSO SLIDER (TROJAN)
- 8 4x DUAL EXERCISE WHEEL
- 9 8x YOGA MATS
- 10 6x NYLON JUMP ROPES
- 11 12x ELLIPTICAL TRAINERS (TROJAN SOLO 200)
- 12 2x 45 KG DUMBBELL AND BARBEL SET (TROJAN)
- 13 2x 10 KG ADJUSTABLE DUMBBELL SET (TROJAN)
- 14 2x 40 KG BARBEL SET (TROJAN)
- 15 8x SOFT TOUCH DUMBBELLS (2 KG SETS)
- 16 4x 65 CM BODY BALLS
- 17 PA SYSTEM AND MICROPHONE FOR SIBORGILE COMM HALL

ENDUMENI MUNIICPALITY

Minutes of the Ward 6 Ward Committee meeting held in the Main Committee Room, Civic Centre, 64 Victoria Street, Dundee on Thursday, 3 February 2011 at 10:00

Present:

As per attendance register.

1. Opening:

The Chairperson, Cllr. T.B. Mkhize (Speaker) welcomed everybody present and thereafter requested Mr. S.M. Sikhakhane to open the meeting by prayer.

2. Apologies:

Mr. P.G. Mabilisa
Mr. I. Grisdale

3. Announcement by Cllr. T.B. Mkhize:

3.1 IEC Registration Pamphlets:

Cllr. Mkhize stated that as we are heading for elections people get confused and forget that they are working for the community and want to get involved in politics. Ward Committees should work for Service Delivery to the community: do not stand up and criticize Councillors or a Councillor – that is not your job. Cllr. Mkhize then handed out IEC registration pamphlets to encourage people to register on 5 and 6 February 2011.

3.2 Voting at KwaSithole Area:

Cllr. Mkhize announced that voting at KwaSithole area will take place at the Morningside School.

4. R400 000-00 Ward Funding:

The Chairperson stated that he has requested that this allocation be increased because it is not enough: R400 000-00 for the whole Ward 6 area is nothing. However, the matter is still under discussion. Complaints have been made that Cllr. Mkhize is only interested in Forestdale and some people came to see the Mayor that he has ignored them – not so, roads are being built at Craigsdale and there is a process about a mobile clinic. Baba Majola was requested to please explain this to the people. Cllr. Mkhize explained that R400 000-00 is allocated every year: next time it may be Craigsdale, the following year Peacevale, rural areas and so on and so forth. People must just be patient and wait their turn.

Cllr. Mkhize then requested the Acting Manager Technical Services to read out the R400 000 -00 allocations for Ward 6 (**Annexure "A"**).

The Chairperson stated that he is battling to find Jojo Tanks as uMzinyathi can no longer supply them, but at least through this allocation we can buy them.

Mr. L. Khumalo requested copies of the allocation and timeframes of the purchases.

Mr. C. Carelse said that he will issue copies to the members and that the purchases will be done before June 2011.

Cllr. Mkhize informed the meeting that Council has sat and considered this and it is only the implementation that is left.

5. Title Deeds and Old Houses:

5.1 Title Deeds:

Cllr. Mkhize reported that Councillors and Managers went to discuss this matter with the MEC and progress is being made. The Chairperson requested Mr. Raj Naidoo to elaborate further on this matter.

Mr. Raj Naidoo reported that the Municipality had some joy that 60 (sixty) title deeds have come back for Forestdale and 45 (forty-five) more will be coming for Peacevale – only Sithembile has yet to be signed. Mr. Naidoo said that as soon as more are received, he will make the committee know.

Mr. Goolam wanted to know when will it be sorted out for Forestdale. Mr. Naidoo responded that the MEC will be coming soon and it will be sorted out.

Cllr. Bisram explained to the meeting that when they sat with the MEC the officials do the work and Councillors guide them and receive ongoing reports. He also informed the meeting that Mr. Mbonane has been here and the MEC is contacted on an ongoing basis: he said he hoped this problem will be sorted out by the end of February.

5.2 Old Houses:

Mr. Carelse reported that there was a meeting with Mr. Mbonane and the General Manager on 6 January 2011. He stated that he handed over the re-done Business Plan for the repairs to Old Houses. The General Manager has indicated the MEC will come here next week to hand-out title deeds and the NHRBC will come and evaluate the state of disrepair of the houses.

Mr. Goolam said that the MEC was on Radio Lotus and stressed the importance of the housing situation in Dundee and surrounding areas.

Cllr. Bisram said that Mr. Goolam is correct and reported that they spent almost the whole day updating the MEC of the situation and she was not aware of the plight of the people in Endumeni: Ms. Gabi Gumbi, General Manager and Mr. Mbonane were instructed to take over and run with the process.

Ms. Makaba reported that Mr. Cele came with the HOD to investigate 3 (three) days after the meeting. Mr. Cele saw that the houses were in disrepair. However, Ms. Makaba enquired whether the houses will still be repaired after title deeds were handed over, and whether a particular house was included and whether an additional room will be built.

Mr. Carelse said that if the R45 million is approved : yes but it will also dependent on what they say – about a specific particular house he was not sure (On this issue Cllr. Mkhize suggested that Ms. Makaba see Mr. Carelse to see whether that house was on the submitted list).

5.3 Springs in houses: Craigside:

Mr. Majola reported that it is not right when people come to the Mayor and complain but he understands the pain they feel. He said it is painful that when it is raining springs spurt water in the houses. He reported that during the 1st term of Mr. Cebehulu he reported this problem and was told that he must submit the list of houses with this problem, which he did and submitted the list to Mr. Maltman. Mr. Maltman said that Draikon will attend to these houses before they finish the contract, but now the community thinks he is a liar because since then, nothing has been done.

Mr. Maltman stated that those were true facts: the complaints was formally handed over to Sukuma & Draikon and they were duly instructed to attend to this problem. Sukuma & Draikon will be invited to the next meeting at which a Sub-Committee can be selected to do regular inspections *in loco* to oversee the progress.

6. Watt Road:

Cllr. Mkhize stated this is a very sensitive site and a very sensitive topic. He said he feels for the community but would request the Acting Municipal Manager to explain what Council has done to-date to alleviate this problem.

Mr. Maltman reported that there have been numerous Committee meetings regarding this matter which culminated to a MIG (Municipal Infrastructural Grant) application (Annexure "B") which also culminated to a Council Resolution (Annexure "C").

Mr. Maltman requested the members to articulate their views regarding the arrangements that were made at the November meeting as the inputs from the Committee and the community are needed.

Mr. Beharie stated that the coal is even worse than last year.

Mrs. Kaloo stated that Argyle Road is even worse than Watt Road with the sand, dust and noise: trucks start before 05:00 and stop after 22:00.

Mr. Goolam stated that one or two trucks have started to drive through Heron Drive.

Mr. Maltman reported that it was agreed during the November meeting that it should be between 07:00 and 17:00, if that is not adhered to, then signs will be erected and they will have to be charged.

It was also stated that a fully loaded truck was in Forestdale destroying roads and driving at speed next to the crèche.

Mr. Goolam said a lot of shale was spilled on Browning Street and Mrs. Kaloo reported that they left some when they were cleaning up.

Mr. S. Perumall explained that these decisions of the Ward Committee will be taken to EXCO and Council and if they are approved, they become resolutions of Council.

Cllr. Bisram said that it be

RECOMMENDED

THAT

1. No truck goes through town without tarpaulins;
2. Trucks will only travel between 07:00 and 17:00;
3. MIG grant to serve the underprivileged communities;
4. Slater Coal will be liable for all the repairs;
5. Trucks will not be permitted to overtake on the Council's roads.

Cllr. Adam stated that these issues have been talked about since 2 (two) years ago: Cllr.

Bisram, Cllr. Mkhize and himself were selected to form a Sub-Committee but nothing has happened thus far.

He also said that Cllr. Bisram, Mrs. Kaloo and Mr. Goolam were truthful about this and he also went to inspect Mrs. Kaloo's house.

Cllr. Bisram requested that this matter be renamed Coal Route because Argyle Road tends to be neglected if it is named Watt Road.

Mr. Maltman requested members to make individual affidavits about their assertions (not a petition) as this matter may end up in Supreme Court if it is challenged - he stressed that the final resolution will be taken by Council and we will report back at the next meeting.

7. New Matters:

7.1 Speed bumps: Craigside:

Mr. Majola requested that speed bumps be erected on the one way road as vehicles were moving at very high speed and putting people's lives in danger.

RECOMMENDED

That speedbumps be erected on the one way road at Craigside.

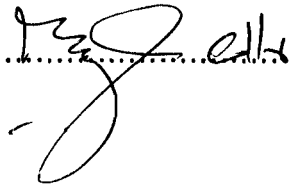
7.2 Park employee & Talana Creche Extension: Forestdale:

Ms. Makaba requested that a person be appointed to take care of the equipment at the park and that Talana Crèche be extended.

The Acting Municipal Manager said that this will be taken to Council as part of the minutes and the response will be given at the next meeting.

8. Closure:

There being no further business to discuss, the Chairperson, Cllr. T.B. Mkhize requested Ms. Makaba to close the meeting by prayer at 11:40.

CHAIRPERSON: 

DATE: 03/2/11.....

**MINUTES OF WARD SIX (6) COMMITTEE MEETING HELD AT THE
MAIN COMMITTEE ROOM**

27 OCTOBER 2010 AT 10:00

1. PRESENT:

As per attendance register

Opening and prayer: Saleem

Welcoming: Chairperson

2. APOLOGIES:

Chief Financial Officer was absent and Raj Naidoo was standing in for him.

3. PRESENTATION BY UTHUKELA WATER: BABONGILE THABEDE

The aim of the presentation was to introduce herself and make a plea that they need to communicate with the wards in order to identify and hear their customers' frustrations.

4. PROBLEMS RAISED:

4.1 BILLING SYSTEM- the people feel that they are incorrectly billed, so that's why they are not willing to pay until the matter is resolved by Uthukela Water;

4.2 FIXATION OF METERS- the meters had leakages and the people who were sent to fix them failed to do so.

RESPONSE:

As Babongile Thabede has just been appointed in July, she requested that a meeting must be organised and she will personally bring along people from the billing section to explain the billing procedure to the community. Repairs will also be part of the meeting.

5. QUESTIONS:

Housing projects has halted at Endumeni, reason being the lack of water reticulation, the question is when and how will the problem be solved?

RESPONSE:

This matter is going to be taken up with engineers. They too need to come to the meeting that will be organised. The date of the meeting will be set by the acting municipal manager in consultation with Miss Babongile Thabethe of uThukela Water.

6. TRAINING OF WARD COMMITTEES

The chairperson explained that 8 members from each ward are invited because of the restricted number of class needed, so those who are not on the list must not feel left out, the chairperson then further encouraged members to participate. The training is on the 3rd and 4th of November 2010.

MEMBERS FAILING TO ATTEND MEETINGS

Members that do not attend meetings have been sent letters but no responses were received from them. The meeting declared them as no longer members of the ward 6 committee, they are:

1. Siphon Nelson (Forestdale)
2. Mavis Chalmers (Forestdale)
3. Ruby Gopie (Peacevale)
4. Lethiwe Ndebele (Deval)

As a standing rule the vacant positions, will be filled through elections by the communities.

7. ACTIONS TO BE TAKEN

No elections for Peacevale will take place but Saleem will represent Peacevale in the committee.

Forestdale elections will be conducted to find replacement.

Enhlanhleni community met and elected Makhosonke Buthelezi to represent them. They further requested the municipality to provide some services like: roads, houses, clinic, etc.

RESPONSE

The acting municipal manager promised that the municipality will see how to help.

8. **KWA-NGISANA**

On your way to Vryheid there is a gravel road that turns to your left towards kwa-Ngisana , there are people living there for quite some time, it was believed that they fall under Dannhauser Municipality but It has been confirmed that they fall under Endumeni Municipality, so they are within our boundaries , then they need to have their representative in the ward committee.

9. **RATES ISSUE**-Peacevale and Forestdale people wanted to know about paying of rates if you do not own a house but you leased it, Local Authorities 25 Natal ordinances of 1974 was read which outlined what needs to happen, so it was clear that everyone needed to pay rates.

10. **COMMUNITY MEETINGS**- the chairperson advised that as it is towards the end of the year so there will be no meetings, but the area bringing up issues, people can call him, he will make a special trip to the area to attend what has been raised.

11. **PEACEVALE**- meeting will be held on 28 October 2010 at 10h00 to discuss the issue of R400 000 ward allocation at McKENZIE HALL.

FORESTDALE- meeting will be held on 29/10/2010 at 10h00 at Forestdale Hall.

Reports on expenditure of the last allocation of R400 000 will be circulated with the minutes. Request for Forestdale to be helped with trees to plant for greening project and further request of water was made.

RESPONSE

Endumeni is not a water authority so it will be difficult to arrange for water. The people were advised to contact uThukela water on this issue.

Women are working hard to clean the area in Forestdale so they made a proposal to start up with the recycling project. There was a confusion of what do they actually need from the municipality, whether machines or site for operation. It was clarified that they only need the land from the municipality to operate from, not the equipment, as this was being supplied by the Umzinyathi District Municipality and Nampak.

RESPONSE

Council will look into their request.

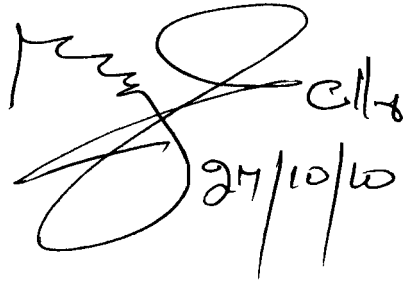
12. **CRAIGSIDE**- a request has been forwarded to have a bulldozer to grade the road so that ambulances can reach the upper part of Craigside.

RESPONSE

That will be taken care of by the following week.

13. **CLOSURE**

Chairperson thanked everyone for attending, the meeting was closed with prayer by Mrs. Thompson (11h05)


27/10/10

ATTENDANCE REGISTER

MEETING: Abdul G Committee

DATE: 27/10/2010

TIME: 10H00

NAME	ORGANISATION	ADDRESSES	Tel no.	Fax No.	Signature
P.G. MADRISH	ENBUMENTI	P/8419 2024 DUBBEE	034 2122121	034 2123856	P. Madrish
S. GOOGAM	WARD 6 C.MEMBER	21 HERON DRIVE	0826629629	N/A	S. Googam
T. MAKASA	HOLDING HANDS	13 CEDAR DRIVE	078370258		T. Makasa
T. NGIDI	Holding Hands	44 PINE STREET	0785786142		T. Ngidi
F. TOMPSON	HOLDING HANDS	21 POPLAR STREET	072-762-3550		F. Tompson
G. BUTHEZ	WARD 6 C.MEMBER	50 PAPHUMULA DE JAGER STR	073 392 6050		G. Buthez
B. THEBESHE	WARD 6 C.MEMBER	74 HOLDING HANDS	0777407412		B. Thebeshe
R.X. NABOO	ENBUMENTI - FINANCE	64 VICTORIA ST. DUBBEE	034-2122121		R.X. Naboo
C.S. CAZEL	ENBUMENTI	64 VICTORIA ST DUBBEE	034-2122121		C.S. Cazell
S.B. MALAMA	ENBUMENTI	64 VICTORIA ST DUBBEE	034-2122121		S.B. Malama
T.B. MPAZI	ENBUMENTI	25 AYOB ST. DUBBEE	034 212 3000		T.B. MPAZI
T.B. NOREBE	WARD 6 C.MEMBER	ENBUMENTI CPA DE JAGER STR	0785786142		T.B. Norebe
S. SERUMALI	ENBUMENTI	64 VICTORIA STREET	0832223383	0865689601	S. Serumali

Order for Payment 27-10-2010

ENDUMENI MUNICIPALITY

Minutes of the Ward 6 Ward Committee meeting held in the Main Committee Room, Civic Centre, 64 Victoria Street, Dundee on Friday, 3 September 2010 at 10:00

Present:

As per attached attendance register.

1. Opening:

The Chairperson, Cllr. T.B. Mkhize, requested Cllr. T. Nukani to open the meeting by prayer.

2. Apologies:

Mr. S. Perumall
Mr. I. Grisdale

3. Local Area Planning (L.A.P):

The Chairperson requested the Service Provider, Ms. Dumile Dlamini to give a brief background on Local Area Planning.

Ms. Dlamini explained that L.A.P. was a proposal from the Independent Development Trust (IDT) to Umzinyathi to look at the capacity of municipalities to do public participation. LAP also contributes to the IDP. She reported that communities engage and put their needs or issues on the table. Although we need Council, through a Councillor, to implement – but communities can also assist where they can. As Co-ordinator of the Programme, Ms. Dlamini reported that they have made arrangements to train some Ward Committee members and the following areas have been earmarked for training: Fankomo, Buyaphile, De Jagersdrift, Forestdale and Peacevale (although at Peacevale the community refused training and only wanted to discuss the issue of houses).

Ms. Dlamini apologised that the information that has been given to her by Umzinyathi District Municipality was not relevant to this area. She promised to go back to Umzinyathi to retrieve the correct and relevant information. She requested that this meeting be re-scheduled for another date. Ms. Dlamini was informed that the next date of the meeting is 15 September 2010 at the same venue at 10:00.

Cllr. T.B. Mkhize then requested Ms. Dlamini to be free to leave meeting as her business was done.

4. Business Plan: State Owned Housing Stock: Endumeni Municipality:

The Acting Municipal Manager, Mr. J.B. Maltman, reported that a letter has been prepared for the Mayor and a delegation will go to see the MEC, Ms. Govender shortly.

Mr. Maltman stated that the letter covered the following 3 (three) issues:

1. The pre condition of rented stock in Forestdale.
2. The non-attendance of the Senior Human Settlements Department personnel to the Housing Forum which is key to resolving issues and is paramount as their authorization is crucial.
3. No progress reports from the Department of Human Settlement vis-à-vis the transfer of rental stock.

At this juncture, the Acting Municipal Manager, requested Mr. Carelse to give progress-to-date regarding the R400 000-00 Ward Committee funding.

Mr. Carelse reported that a contractor, Anderson Vogt, has been appointed.

He also reported that after the last Housing Forum meeting, on 27 July 2010, he and Cllr. Mkhize took a tour on Forestdale and observed that houses in Forestdale were quite run down. As a result, he drafted a memo to the Acting Municipal Manager to request to scrap rates and taxes for Forestdale: the Chief Financial Officer informed him that in terms of the PFMA, it cannot be done.

The Acting Municipal Manager informed the meeting that the plan will be re-submitted after adjustment for escalation costs.

Ms. Makaba enquired whether the 2-Roomed houses were included. Mr. Carelse responded that the plan does not include the 2-Roomed houses and that it will require another application altogether.


Cllr. Mkhize requested a breakdown of the expenditure of R400 000-00.

The Acting Municipal Manager reported that a schedule on the breakdown of R400 000-00 from the Chief Financial Officer will be included in the next minutes.

Mr. Majola wanted to know where the houses will be built in Craigside and what type of houses. Mr. Maltman responded that this matter will be dealt with in detail at the next meeting of the Housing Forum, however, community will be involved in each and every step of the way.

4. Closure:

The Chairperson, Cllr. T.B. Mkhize, requested Ms. Zandile Ndebele to close the meeting by prayer and declared the meeting closed at 11:15.

CHAIRPERSON:  DATE: 03/09/10

”

”

ENDUMENI MUNICIPALITY

Minutes of the Ward 6 Ward Committee meeting held in the Main Committee Room, Civic Centre, 64 Victoria Street, Dundee on Thursday, 22 July 2010 at 10:00.

Present:

As per attached attendance register.

1. Opening:

The Chairperson, Cllr. T.B. Mkhize welcomed everybody present and then requested Ms. Thandi Ngidi to open the meeting by prayer.

2. Apologies:

Mr. S. Perumall
Mr. I. Gridale

3. New Matters:

3.1 Unruly behaviour during meetings:

Cllr. T.B. Mkhize said that the behaviour of some participants was disruptive during meetings. Firstly, they do not stick to the agenda. Secondly, they are chaotic, unruly and disorderly. He requested Ward Committee members to help control the people and not to leave it only to the Chairperson.

3.2 Housing: Title Deeds:

Mr. S. Goolam requested the progress to date regarding this matter.

The Acting Municipal Manager requested Mr. Raj Naidoo to give a brief overview of the progress regarding this matter. Mr. Naidoo reported that all the requirements that had to be done by the municipality have been done. Certificates have been sent back to Pietermaritzburg for Title Deeds to be issued.

3.3 Watt Road: Dust, Noise, Pollution and Trucks Destroy Houses:

Ms. T.I. Makaba and Mr. S. Goolam complained about the persistent problem of dust, noise, pollution and trucks destroy houses on Watt Road transportation of coal.

The Acting Municipal Manager informed the meeting that a Watt Road Forum has been established to address these issues and these two Ward Committee members can gladly attend the Forum meeting that will be convened shortly, in order for them to ventilate their grievances.

3.4 Roads: Craigsdale and Forestdale:

Mr. M. Majola and Ms. Makaba complained about the state of the roads in Craigsdale and Forestdale respectively.

The Acting Municipal Manager requested Cllr. Mkhize and Mr. Carelse to go and inspect those roads and sort-out the problem whereafter Mr. Carelse will report at the next meeting.

3.5 Provincial and District Roads: Buyaphile and De Jagersdrift:

Mr. L. Khumalo and Ms. Z. Ndebele requested that access should be provided from Provincial and District roads to Buyaphile and De Jagersdrift respectively.

Mr. Maltman informed the meeting that, as of now, these roads fall under the Department of Transport (DOT). However, the Regional Director of DOT will be invited to the next meeting and Ward Committee members can pose their questions and requests to him in order to get clarity and attention to their issues.

3.6 Water Tanks: Umzinyathi District Municipality:

A complaint was made that some areas are left-out when water tanks from Umzinyathi District Municipality supply water to rural communities.

Cllr. Mkhize requested that the names of these areas be given to him so that they can be submitted to Umzinyathi for inclusion in the water-supply distribution list.

3.7 Houses with cracks: Craigsdale:

Mr. M. Majola reported that there were houses with gaping cracks at Craigsdale.

The Acting Municipal Manager requested Mr. Carelse and Cllr. Mkhize to investigate and Mr. Carelse to report back at the next meeting.

3.8 Shack in Forestdale:

Ms. Makaba reported that there is a shack that has been in existence for about 24 years without water and sanitation.

The Acting Municipal Manager requested Mr. Carelse and Cllr. Mkhize to investigate and report back at the next meeting.

3.9 Non-Attendance by ward committee members:

After some discussion, it was

RESOLVED

That letters be issued to the following members in order for them to explain their availability/unavailability to being ward committee members, in the principles of good governance and transparency:

- | | |
|--------------------|------------|
| 1. Ms. M. Chalmers | Forestdale |
| 2. Mr. C. Nelson | Forestdale |
| 3. Ms. L. Nhlebela | Dewaar |
| 4. Ms. R. Gopie | Peacevale |

The Acting Municipal Manager informed the meeting that it was crucial that the other side be heard: the so-called "audi alterem partem-rule".


3.10 Stormwater and Springs: Craigside:

Mr. M. Majola reported that there is a large problem of springs in houses and also in the roads at Craigside. He also said that when it rains, stormwater flood resident's houses.

Mr. Maltman stated that the Department of Technical Services will investigate and report back at the next meeting.

4. Closure:

The Chairperson, Cllr. T.B. Mkhize, requested Ms. Thabisile Makaba to close the meeting by prayer and there after declared the meeting closed at 11:55.

CHAIRPERSON: ..... DATE: 27/07/10.....

Endumeni Municipality

IDP REPORT 2011/2012

▶ 11.

- ▶ **Communication Plan**
 - Service Providers Minutes

ENDUMENI MUNICIPALITY

MINUTES of SERVICE PROVIDER meetings that took place in the ACTIVITIES ROOM, GLENCOE LIBRARY, BIGGAR STREET, GLENCOE on WEDNESDAY, 20 APRIL 2011 at 09:00

ENDUMENI IDP REVIEW 20011/12: SERVICE PROVIDER MEETINGS:
(WEDNESDAY, 20 APRIL 2011) TIME SLOT 09:00 TO 09:45
(DoT – Mr Z. Khan)

- 1. a list of projects recently completed in the municipal area;**

2010/2011

2011/2011 (will email the electronic copy)

- 2. a list of projects which are on the current 2011/12 budget;**

Been provided

- 3. a list of projects which are being planned for the 2012/13 financial year;**

Draft but will change as the year continues

- 4. the name and contact details of the official managing the project;**

Pat Dlodlo – Area Manager

Zafrullah Khan – Engineering Technician (projects & IDP)

zafrillah.khan@kzntransport.gov.za

- 5. wherever possible the co-ordinates and spatial location of the project; and**

Will email the co-ordinates for all projects

- 6. Any project issues which need to be addressed through the integrated planning process.**

The department is having problems with the Dept of Environmental Affairs on the loss of application when projecting for roads. The red tape on records of decisions is taking too long and therefore delaying the projects.

**ENDUMENI IDP REVIEW 2011/12: SERVICE PROVIDER MEETINGS:
(WEDNESDAY, 20 APRIL 2011) TIME SLOT 09:45 TO 10:30
(Eskom – Mr S. Dlamini)**

- **a list of projects recently completed in the municipal area;**

*No project has ever been started in the municipality. Thelaphi is planned but not funded.
Municipality must prioritize on its IDP in order for Eskom to react and plan for. And send list to Mr Dlamini with municipal stamp and cllr resolution.*

- **a list of projects which are on the current 2011/12 budget;**

No current (Thelaphi, planned but no funding)

- **a list of projects which are being planned for the 2012/13 financial year;**

Municipality must make list as explained by Mr Dlamini.

- **the name and contact details of the official managing the project;**

Mr S. Dlamini (won't make it for the 3rd IDP RF)

- **Wherever possible the co-ordinates and spatial location of the project; and**

Mark has it in his office

- **Any project issues which need to be addressed through the integrated planning process.**

The municipality must ensure title deeds and other information is in line with project needs. Land issues are the main problem for Eskom when it comes to Endumeni L M

**ENDUMENI IDP REVIEW 2011/12: SERVICE PROVIDER MEETINGS:
(WEDNESDAY, 20 APRIL 2011) TIME SLOT 11:15 TO 12:00
(Dept of Home Affairs – Mr T. Makhubu)**

- **a list of projects recently completed in the municipal area;**

*School Campaign on IDs and birth certificates for grade 12 learners
National population register campaign – Launched by National Gov targeted to Umzinyathi DC*

- **a list of projects which are on the current 2011/12 budget;**

School Campaign on IDs and birth certificates for grade 12 learners

- **a list of projects which are being planned for the 2012/13 financial year;**

Province is currently doing a business plan and from that an operational plan will be derived for Endumeni.

The section of Immigrations will work with the civic section on illegal immigrations within Endumeni.

- **the name and contact details of the official managing the project;**

Mr T Makhubu email: thokozani.makhubu@dha.gov.za tel:0735720436

- **wherever possible the co-ordinates and spatial location of the project; and**

Not available but would like to take it up with Stats S.A to help them

- **Any project issues which need to be addressed through the integrated planning process.**

DHA would like to meet with the flagship and municipality in order to be assisted with roll out of IDs, certificate, etc. the whole idea is to sign a MOU with other stakeholders on the service delivery.

**ENDUMENI IDP REVIEW 20011/12: SERVICE PROVIDER MEETINGS:
(WEDNESDAY, 20 APRIL 2011) TIME SLOT 15:00 TO 15:45**

(Ms B Mthimkhulu @National Department and Mrs N Khanyile @Provincial Department)

- **a list of projects recently completed in the municipal area;**

No but do consultation with the professionals at local municipal level

- **a list of projects which are on the current 2011/12 budget;**

The alien plant removal project planned is under social responsibility projects. And the program is based on the EPWP, these projects were marked for 2007 but no funding was available until now.

- **a list of projects which are being planned for the 2012/13 financial year;**

The project on social responsibilities is going to run for 2011/2012 – 2013/2014

- **the name and contact details of the official managing the project;**

Ms B Mthimkhulu

- **wherever possible the co-ordinates and spatial location of the project; and**

A full EIA is being run through a number of sites and only one will be identified at the end.

- **Any project issues which need to be addressed through the integrated planning process.**

No issues yet since no projects has been on the ground yet, but with the help of the establishment of the advisory committee, there should be no problems at all.

The locals must be aware that the department now houses three units in one: Environmental, Agriculture and Rural Development.

**ENDUMENI IDP REVIEW 20011/12: SERVICE PROVIDER MEETINGS:
(WEDNESDAY, 20 APRIL 2011) TIME SLOT 14:15 TO 15:00
(DSD – Mr S. Khumalo)**

- 1. a list of projects recently completed in the municipal area;**

Project list has been submitted and it has been noted that none of the projects were finished for 2010/2011. Therefore they have been carried over to 2011/2012.

- 2. a list of projects which are on the current 2011/12 budget;**

Been provided

- 3. a list of projects which are being planned for the 2012/13 financial year;**

3 projects have been identified but do not yet have funding.

- 4. the name and contact details of the official managing the project;**

*Mr S. Khumalo – Development Practitioner
Mrs S. Mazibuko – Office Manager*

- 5. wherever possible the co-ordinates and spatial location of the project; and**

The department would like the municipality to help them on mapping out they projects and have raised this issue with the DPSS Town Planner at the Flagship program.

- 6. Any project issues which need to be addressed through the integrated planning process.**

The department would like the municipality to help them with tenure of all they projects. And they would like other stakeholders to be involved in funding these projects, because if DSD had to pull out, they would fail to exist.