



co-operative governance  
& traditional affairs  
MPUMALANGA PROVINCE  
REPUBLIC OF SOUTH AFRICA



# ANNUAL REPORT 2020/21





## TABLE OF CONTENTS

<b>PART A: GENERAL INFORMATION.....</b>	<b>2</b>
1. Department General Information .....	2
2. List Of Abbreviations/Acronyms.....	3
3. Foreword by the MEC (2020/21) .....	4
4. Report of the Accounting Officer.....	6
5. Statement of Responsibility and Confirmation of Accuracy for the Annual Report.....	12
6. Strategic Overview .....	13
7. Legislative and other Mandates.....	13
8. Organisational Structure.....	16
<b>PART B: PERFORMANCE INFORMATION .....</b>	<b>17</b>
1. Auditor General's Report: Predetermined Objectives.....	18
2. Overview of Departmental Performance .....	18
3. Progress Towards Achievement of Institutional Impacts and Outcomes .....	20
4. Institutional Programme Performance Information .....	21
5. Transfer Payments .....	57
6. Conditional Grants.....	59
7. Donor Funds.....	59
8. Capital Investment.....	59
<b>PART C: GOVERNANCE .....</b>	<b>61</b>
1. Introduction.....	62
2. Risk Management.....	62
3. Fraud and Corruption .....	62
4. Minimising Conflict of Interest.....	62
5. Code of Conduct.....	62
6. Health Safety and Environmental Issues.....	63
7. Portfolio Committees .....	63
8. Scopa Resolutions.....	63
9. Prior Modifications to Audit Reports .....	65
10. Internal Control Unit.....	65
11. Internal Audit and Audit Committees.....	65
12. Report of the Audit Committee .....	67
13. B-BBEE Compliance Performance Information.....	69
<b>PART D: HUMAN RESOURCE MANAGEMENT .....</b>	<b>70</b>
1. Introduction.....	71
2. The Overview of Human Resources in the Department (Status) .....	71
3. Human Resources Oversight Statistics .....	73
<b>PART E: FINANCIAL INFORMATION .....</b>	<b>90</b>
1. Report of the Auditor-General.....	91
2. Annual Financial Statement.....	95

# ***PART A: GENERAL INFORMATION***

## 1. DEPARTMENT GENERAL INFORMATION

Department of Co-operative Governance and Traditional Affairs

**PHYSICAL ADDRESS :** HEAD OFFICE  
Samora Machel Building  
Riverside Government Complex  
**MBOMBELA**  
1200

**POSTAL ADDRESS :** Private Bag X11304  
**MBOMBELA**  
1200

**TELEPHONE NUMBER/S:** 027 766 6087  
**FAX NUMBER :** 027 766 8252  
**EMAIL ADDRESS :** [sngubane@mpg.gov.za](mailto:sngubane@mpg.gov.za)  
**WEBSITE ADDRESS :** <http://cgta.mpg.gov.za>

## 2. LIST OF ABBREVIATIONS/ACRONYMS

AGSA	Auditor General of South Africa
AO	Accounting Officer
APP	Annual Performance Plan
BBBEE	Broad Based Black Economic Empowerment
OP	Operational Plan
EPWP	Expanded Public Works Programme
FBSA	Fire Brigade Services Act
HOD	Head: Co-operative Governance and traditional Affairs
MP	Mpumalanga
MPL	Member of Provincial Legislature
IMSP	Integrated Municipal Support Plan
EDP	Executive Development Programme
NCOP	National Council of Provinces
DCOG	Department of Co-operative Governance
PFMA	Public Finance Management Act, 1999 (Act No. 1 of 1999)
TR	Treasury Regulations
MPRA	Municipal Property Rates Act
SDF	Spatial Development Framework
SPLUMA	Spatial Planning Land Use Management Act, 2013 (Act No.16 of 2013)
MIG	Municipal Infrastructure Grant
CDW	Community Development Workers
PPMU	Provincial Programme Management Unit
WTW	Water Treatment Works
WWTW	Waste Water Treatment Works
MTEF	Medium Term Expenditure Framework
SAIGA	Southern African Institute of Government Auditors
SMME	Small Medium and Micro Enterprises
MEC	Member of the Executive Council for the Department of Co-operative Governance and Traditional Affairs
SITA	State Information Technology Agency
SDIP	Service Delivery Improvement Plan
TLGFA	Traditional Leadership and Governance Framework Act, 2003 (Act No. 41 of 2013)
NDP	National Development Plan
DHS	Department of Human Settlement
LED	Local Economic Development
CWP	Community Works Programme
OVS	Operation Vuka Sisebente
MDB	Mpumalanga Demarcation Board
IDP	Integrated Municipal Development Plan
PMS	Performance Management System
LUMS	Land Use Management Scheme
LUS	Land Use Scheme
TSC	Thusong Service Centre
MPAT	Management Performance Assessment Tool
B2B	Back to Basics
DORA	Division of Revenue Act, 2011 (Act No. 6 of 2011)
HTL	Hose of Traditional Leaders
DCSSL	Department of Community Safety Security and Liaison
DDM	District Development Model



### 3. FOREWORD BY THE MEC (2020/21)



**HON. BP SHIBA (MPL)**  
**MEC: CO-OPRATIVE GOVERNANCE  
AND TRADITIONAL AFFAIRS**

2020/21 will go down in history as a tragic period due to the Covid-19 pandemic. This humanitarian crisis caused by the pandemic is recorded as a disaster which visited human beings in recent times, claiming lives in their thousands countrywide. It is a disaster which altered a way of life, causing everyone to adhere to the protocols of masking, washing hands, sanitizing and social distancing, to prevent a potential spread.

As part of a response mechanism, the department coordinated weekly meetings, attended by Disaster Management role players to mitigate the impact of the pandemic, in accordance with the Disaster Management Act. Key decisions which resulted in the delivery of water, the disinfection of public areas and monitoring of compliance to lockdown regulations were adopted to intensify government's response. In areas with an acute shortage of water, jojo tanks were dispatched to give effect to the protocols of washing hands. Local government's public participation machinery was at work to mobilize communities to comply with the lockdown regulations through loud hailing of Councillors.

Notwithstanding the Department's pre-occupation with the pandemic, the appetite to advance service delivery, remained high during the period under review. As at the end of March 2020, 1 172 388 (94%) households were provided with water compared to the 1 104 686 (89%)

households within the same period. This marked improvement can be attributed to the collaboration of the three spheres of government, through sharing of the limited financial and technical expertise. The hundred percent expenditure of the Municipal Infrastructure Grant (MIG), as recorded by all Municipalities in the province during this period, attests to this collaboration in advancing the water delivery target.

This figure could be higher had it not been challenges beyond our control. The limited financial resources, coupled with the slow progress of projects due to interruptions on site and the water losses which occurred in the system were the fundamental challenges that obstructed our efforts. Our determination to advance this constitutional imperative remains.

The partnership between the Development Banks of Southern Africa (DBSA) and the Department gained momentum during this period. As at the end of the financial year, the DBSA had approved applications from various municipalities to address the following critical areas:

- Project preparation
- Master planning
- Spatial Restructuring (Spatial Development Framework and Township Establishment)
- Revenue Enhancement
- Asset Care

Three (3) Municipalities, namely Thaba Chweu, Msukaligwa and Emalahleni have benefitted from the DBSA's support for Revenue Enhancement Programme with a total grant value of R10 million.

Several cases of land invasion were recorded in some parts of our Municipalities, in which the delinquents encroached on unoccupied land. These led to several cases of fatalities amid the marauding floods which occurred at Kanyamazane, in the City of Mbombela Municipality as a result of the tropical Eloise storm. The victims have erected building structures in flood line areas, not designed for human habitation. These cases signalled the critical need for the enforcement of by-laws by the Municipalities to stop the scourge.

The Department convened a meeting with the South African Local Government Association (SALGA), the Provincial House of Traditional Leaders to explore measures to stop the scourge. The meeting was held in the spirit of the Memorandum of Understanding signed by these stakeholders, backed by the South African Police Services. It was resolved that traditional leaders will deal with the headmen and headwomen who allocate stands without their authorization. SALGA will mobilize Municipalities to pursue litigation against delinquencies who violate by-laws.

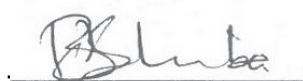
We implemented measures aimed at promoting clean governance in our Municipalities, through Section 106 of the Municipal Systems Act. We are satisfied that through

this implementation, allegations that plagued maladministration, fraud and corruption in Govan Mbeki and Dr JS Moroka Local Municipalities were pursued to the end, with the final report handed over to the Councils of the respective Municipalities for consequence management. Through this action, we sought to squeeze the space against unscrupulous activities detrimental to the effective functionality of our Municipalities, and to act without fear or favour, where they rear their ugly heads.

With the determination to restore the dignity within the echelons of traditional leadership, the Department implemented the resolutions of the Nhlapo Commission and the Tolo Committee on Disputes and Resolution for Traditional Leadership to resolve the disputes in a number of our Traditional Councils.

The Department convened an agrarian revolution indaba for traditional leaders which sought to explore and jump start economic opportunities geared towards improving the socio-economic status of rural communities. The identification of land for farming and pursuing institutions designed to finance development initiatives, were amongst the resolutions adopted in the indaba to give effect to the aspirations of addressing food security and poverty threats in rural areas.

I thank you



**Ms B.P. SHIBA (MPL)**

**MEC for the Department of Co-operative Governance and Traditional Affairs**

**Date 31/08/2021**



## 4. REPORT OF THE ACCOUNTING OFFICER



**MR.S. NGUBANE**  
**HEAD: CO-OPERATIVE GOVERNANCE AND**  
**TRADITIONAL AFFAIRS**

### Overview of the operations of the Department

During the year under review, the Department continued to discharge its mandate of supporting Local Municipalities and Traditional Councils to improve the delivery of services within their communities through the Integrated Municipal Support Plan. Amongst others, the Department achieved the following:

- Developed the District Development Model (DDM) to assist, fasten and co-ordinate service delivery by municipalities in the Province
- All seventeen (17) Local Municipalities were supported on the functionality of OVS War rooms; on maintaining functional Ward Committees and to respond to community concerns on issues of service delivery.
- Supported all 20 Municipalities with the development of 2021/22 IDPs and further supported them on the review of their 2020/21 IDPs.
- Implemented the Expanded Public Works Program (EPWP) Youth Waste Management Project and in the process created 140 full time equivalent jobs.
- In sustaining social cohesion in Traditional Communities, the Department resolved sixteen (16) Traditional Land cases within two (2) months of receipt, mobilized forty (40) Traditional Councils to participate in OVS War rooms, also mobilised eleven (11) Traditional Leaders to participate in Municipal Councils and six (6) Traditional Leadership Succession Disputes & Claims cases were researched, processed and resolved.

### Challenges

The Department was faced with challenges during the financial year under review and amongst others:

- Limited water source due to drought conditions; Aging Water Treatment Works and Waste Water Treatment Works infrastructure, interrupted the provision of basic water and proper sanitation to households in the Province by Municipalities.
- Delays in the appointment of Senior Managers as well as appointment of unsuitably qualified Senior Managers in Municipalities
- Inconsistent attendance of Traditional Leaders in Municipal Council sittings
- Failure by some Ward Committees to convene Committee meetings resulting in service delivery matters in some wards not processed

The Department has developed remedial actions which aim to address the identified challenges and these have been incorporated into the 2021/22 Annual Performance Plan

## Overview of the financial results of the Department

### Departmental receipts

Departmental receipts	2020/2021			2019/2020		
	Estimate	Actual Amount Collected	(Over)/Under Collection	Estimate	Actual Amount Collected	(Over)/Under Collection
	R'000	R'000	R'000	R'000	R'000	R'000
Sale of goods and services other than capital assets	254	406	(151)	415	405	9
Interest, dividends and rent on land	578	231	347	1 001	696	305
Sale of capital assets	56	436	(381)	56	-	56
Financial transactions in assets and liabilities	152	245	(91)	93	1 428	(1 335)
<b>Total</b>	<b>1 040</b>	<b>1 318</b>	<b>(276)</b>	<b>1 565</b>	<b>2 529</b>	<b>(965)</b>

The Department has no revenue generating activities except for bank interest, commission on deductions, debt recovery and disposal of assets through government auctions.

### Programme Expenditure

Programme Name	2020/2021			2019/2020		
	Final Appropriation	Actual Expenditure	(Over) / Under Expenditure	Final Appropriation	Actual Expenditure	(Over) / Under Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000
Administration	127 235	127 198	37	144 067	144 039	28
Local Governance	197 455	197 455	-	209 779	209 776	3
Planning and Development	97 650	97 626	24	84 043	84 025	18
Traditional Institution Management	110 212	110 167	45	146 318	146 307	11
House of Traditional Leadership	17 536	17 535	1	21 807	21 318	489
<b>Total</b>	<b>550 088</b>	<b>549 981</b>	<b>107</b>	<b>606 014</b>	<b>605 465</b>	<b>549</b>

The Department's main appropriation for 2020/21 was R 568.337 million and was adjusted to R 550.088 million during the adjustment process compared to R 606 014 million final appropriation in 2019/20.

The Department spent R 549.981 million or 100.0 per cent of the final adjusted budget as at 31 March 2021, compared to R 605.465 million or 99.9 per cent in 2019/20. The Department has underspent by R 0.107 million compared with R 0.549 million in 2019/20. As reported in note 18 of the Annual financial statements, the Department had accruals and payables not recognised to the value of R 9.238 million during the financial year under review (R 2.514 million and R 6.724 million respectively) compared to R 2.134 million (R 1.573 million and R 0.561 million respectively). This translates to an increase of R 7.104 million or 333 percent increase in accruals and payables not recognised.

#### Programme 01

Main appropriation was R 156.383 million and the final adjusted budget was R 127.235 million. The programme spent R 127.198 million or 100 per cent compared with R 144.039 million or 100 per cent in 2019/20 financial year.

#### Programme 02

Main appropriation was R 205.819 million and the final adjusted budget is R 197.455 million. The programme spent R 197.455 million or 100 per cent compared with R 209.776 million or 100 per cent in 2019/20 financial year.

#### Programme 03

Main appropriation was R 53.585 million and final adjusted budget is R 97.650 million. The programme spent R 97.626 million or 100 per cent compared with R 84.025 million or 100 per cent in 2019/20 financial year.

## Programme 04

Main appropriation was R 127.665 million and final adjusted budget is R 110.212 million. The programme spent R 110.167 million or 100 per cent compared with R 146.307 million or 100 per cent in 2019/20 financial year.

## Programme 05

Main appropriation was R 24.885 million and final adjusted budget is R 17.536 million. The programme spent R 17.535 million or 100.0 per cent compared with R 21.318 million or 97.8 per cent in 2019/20 financial year.

## Virements / roll overs

During the 2020/21 financial year, three (3) Budget Adjustments were implemented as follows:

### First Budget Adjustments

The department surrendered R 47.228 million to the provincial revenue fund for COVID-19 adjustments. The surrender was broken down as follows, R 29.228 million (Goods and services) and R18.0 million (Transfers and subsidies) earmarked for Cultural Ceremonies that were cancelled due to COVID-19 lockdown regulations.

### Second Budget Adjustments

The department has surrendered R 30.621 million to the provincial revenue fund during mid-year adjustments. An amount of R 29.946 million (Compensation of employees) and R3.675 million (Goods and services).

Furthermore, the department has received additional funding through Second Adjustment amounting to R22.0 million.

The above additional amount has been broken down as reflected on the table below:

DESCRIPTION	AMOUNT R'000	PROGRAMME
Section 106 investigations	4.000	Local Governance
Disaster Relief Material stock pile for the next 3 Financial years	18.000	Development and Planning
<b>TOTAL</b>	<b>22.000</b>	

### Third Budget Adjustments

The department has received special additional funding amounting to R 37.600 million related for the supply and delivery of disaster relief material and Transfer to Traditional councils for operational grants.

The above additional amount has been broken down as reflected on the table below:

DESCRIPTION	AMOUNT R'000	PROGRAMME
Disaster Relief Material stock pile for the next 3 financial years	32.000	Development and Planning
Transfers to Traditional Councils for Operational grants	5 600	Traditional Institutional Management
<b>TOTAL</b>	<b>37.600</b>	

## Virements

### Post Adjustment Virements

#### Programme 1: Administration

##### a) Transfers and Subsidies

The programme is receiving **R 0.974 million** from same classification under Programme 4: Traditional Institutional Management to defray expenditure incurred on leave gratuity payments for officials who have left the Department.

##### (b) Payment for Financial Assets

The programme has identified savings through shifting of funds amounting to **R 0.040 million** within the programme to set-off expenditure related irrecoverable debts.

#### Programme 2: Local Governance

The programme is receiving **R 3.986 million** through virements as follows;

#### **(a) Compensation of Employees**

The programme is receiving **R 2.899 million from** Programme: 1 Administration to augment the budget under the same classification in order to defray expenditure on salaries. This is due to the budget cuts that were implemented during the second budget adjustment of 2020/21 Financial Year.

#### **(b) Goods and Services;**

The programme is receiving **R 1.087 million** off which **R 0.308 million** is from Compensation of Employees under Programme 1: Administration and **R 0.779 million** from Programme 3: Development and Planning under Compensation of Employees. The virements are implemented in order to defray expenditure on goods and services as a result of contractual obligations that were unavoidable.

#### **Programme 3: Development and Planning**

The programme is receiving additional funding through virements as follows;

#### **(a) Goods and Services;**

The programme is receiving from Programme 1: Administration **R 0.462 million** under goods and services. The above virement was implemented to defray possible over expenditure on goods and services as a result of contractual obligations that were unavoidable.

#### **Programme 4: Traditional Institutional Management.**

The programme is receiving additional funding through virements as follows;

#### **(a) Compensation of Employees**

The programme is receiving a sum of **R 2.655 million from** Programme: 3 Development and Planning, **R 0.995 million** and Programme 5: The House of Traditional Leaders **R 1.660 million** to augment the budget under the same classification in order to defray expenditure on salaries. This is due to the budget cuts that were implemented during the second budget adjustment of 2020/21 Financial Year.

#### **(b) Goods and Services;**

The programme is receiving from Programme 1: Administration **R 0.310 million** under goods and services. The above virement was implemented to defray possible over expenditure on goods and services as a result of contractual obligations that were unavoidable.

#### **(c) Payments for Capital Assets;**

The programme is receiving from Programme: 1 Administration **R 0.144 million** under Goods and services and **R 0.230 million** under the same classification and Programme 5: The House of Traditional Leaders **R 0.189 million** under Compensation of Employees to defray expenditure Incurred on the procurement of vehicles for Traditional Council

#### **Programme 5: The House of Traditional Leaders**

The programme is receiving additional funding through virements as follows;

#### **(a) Payments for Capital Assets;**

The programme is receiving from Programme 1: Administration under the same classification **R 0.219 million and R 0.249 million** from same classification under Programme 4: Traditional Institutional Management. The virements were implemented to defray expenditure incurred on the procurement of vehicles for Traditional Councils.

All the above virements and shifting of funds were implemented to defray possible over expenditure between and within programmes including all economic classifications in accordance to section 43(1-4) of the PFMA and the applicable Treasury Regulations 6.3 requirements

#### **Rollovers**

The Department has not requested any roll-over.

#### **Future plans of the Department**

The department has to continue with interventions as far as service delivery is concerned. Thus, notwithstanding the Covid19 pandemic upon us, the MIG budget ought to be exhausted in attempt of delivering services to the people.

As we intensify measures that seek to curb the number of infections in the Department, such as conducting meetings virtually and disinfecting offices once a positive case is reported, we will continue to explore other measures to prevent the exposure of the internal staff to the deadly virus in this financial year. As a Department charged with the task of Disaster Management, we will continue to mobilize sector Departments and other stakeholders to curb the rate of infections as a measure to prevent fatalities. In support of integrated human settlements the Department will support 2 Settlements with tenure upgrading, and support 20 Municipalities with the implementation of SPLUMA as well as finalising the Nkomazi Regional Spatial Development Framework.

In realising the MTSF priority 1 of Building a capable, ethical and developmental state, the Department will continue to support 20 Municipalities to comply with MSA Regulations on the appointment of senior managers, guide all 17 local Municipalities to comply with MPRA, monitor the implementation of the IMSP and Back to Basics by all Local Municipalities and monitor all municipalities on the extent anti-corruption measures are implemented. As the of the 5 years term of the local government municipal council lapses in 2021, the Department will intensify its support to all local municipalities within the province on the readiness of 2021 Local Government Elections by Co-ordination of basic infrastructure to be provided in voting stations. The Department will further facilitate the process of gazetting section 12 notices on the establishment of new municipalities after the local government elections and capacitate all newly appointed Municipal councillors in order to fulfil their roles and responsibilities effectively.

In promotion of local economic development and job creation, the Department will support three (3) Municipalities in reviewing their LED strategies, monitor the implementation of the Community Works Programme (CWP) in all seventeen (17) local municipalities, create 140 Work opportunities through youth waste management project, establish public private partnerships to implement the Provincial Anti-corruption strategy. Continuous support will be provided to Traditional Councils to perform their functions. In response to the call of the President of the Republic of South Africa of tackling issues of Gender based violence, the Department will conduct 12 Anti GBVF Intervention/campaigns for traditional leadership and Municipalities will be monitored on the implementation of GBVF responsive programmes.

#### **Public Private Partnerships**

The Department did not have any PPP project for the financial year under review.

#### **Discontinued activities / activities to be discontinued**

No discontinued activities

#### **Supply Chain Management**

The Department did not have unsolicited bid proposals for the financial year under review. The Department has established a fully functional Supply Chain Management unit. We have adopted a Supply Chain Management policy and internal control processes. All our officials have signed financial disclosure forms and we have adopted a Fraud Prevention policy. The Unit prepares and submit monthly and quarterly SCM reports to the Provincial Treasury. We have a functional system of internal control that assist in the prevention and early detection of irregular, fruitless and wasteful expenditure.

Officials doing business with the state continues to be our challenge. We however have resolved this by verifying Directors of all suppliers invited for quotations on the Central Supplier Database, which is linked to the PERSAL system. This assists in avoiding entering into any business transaction with a State employee, we further communicate with all Departments and Municipalities where it is discovered that their employees are attempting to engage in business with our Department: The verification is an ongoing process through the instrumental Central Services Database (CSD).

#### **Gifts and Donations received in kind from non-related parties**

No gifts and donations were received in kind from non-related parties.

#### **List the nature of the in kind good and services provided by the Department to or received from parties other than related parties.**

The Department did not receive goods or services from parties other than related parties.

#### **Exemptions and deviations received from the National Treasury**

No exemptions or deviations were received from the National Treasury.



### **Events after the reporting date**

The Department processed the payment of accruals and payables amounting to **R 9.238 million** for the 2020/21 financial year during the 1<sup>st</sup> quarter of the new financial year (2021/22).

### **Other**

There is no other material fact or circumstances, which may have an effect on the understanding of the financial state of affairs, not addressed elsewhere in the report.

### **Acknowledgement/s or Appreciation**


The Accounting Officer would like to acknowledge and appreciate the support received from the MEC, Senior Management and Staff of COGTA to make this year a success.

### **Conclusion**

I trust that the Financial Statement and the whole Annual Report is a fair presentation of the state of affairs and performance of the Department for the year under review.

### **Approval and sign off**

The Annual Financial Statement as set out in pages 95 to 140 has been approved by the Accounting Officer.



\_\_\_\_\_  
**Mr S. Ngubane**

**Accounting Officer**

**Department of Co-operative Governance and Traditional Affairs**

**Date: 31/08/2021**

## 5. STATEMENT OF RESPONSIBILITY AND CONFIRMATION OF ACCURACY FOR THE ANNUAL REPORT

To the best of my knowledge and belief, I confirm the following:

All information and amounts disclosed throughout the annual report are consistent.

The Annual Report is complete, accurate and is free from any omissions.

The Annual Report has been prepared in accordance with the guidelines on the Annual Report as issued by National Treasury.

The Annual Financial Statements (Part E) have been prepared in accordance with the modified cash standard and the relevant frameworks and guidelines issued by the National Treasury.

The Accounting Officer is responsible for the preparation of the Annual Financial Statements and for the judgements made in this information.

The Accounting Officer is responsible for establishing, and implementing a system of internal control that has been designed to provide reasonable assurance as to the integrity and reliability of the performance information, the human resources information and the annual financial statements.

The external auditors are engaged to express an independent opinion on the annual financial statements.

In my opinion, the Annual Report fairly reflects the operations, the performance information, the human resources information and the financial affairs of the Department for the financial year ended 31 March 2021.

Yours faithfully



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**Mr. S. Ngubane**  
**Accounting Officer**  
**Department of Co-operative Governance and Traditional Affairs**  
**Date 31/08/2021**

## **6. STRATEGIC OVERVIEW**

### **6.1 Vision**

Responsive, effective, efficient and sustainable co-operative governance system.

### **6.2 Mission**

To coordinate, support, monitor and strengthen an integrated cooperative governance system.

### **6.3 Values**

Guided by the spirit of Batho Pele, our values are:

- Goal orientated
- Professionalism
- Learning and development
- Responsive
- Integrity
- Honesty
- Excellence in Service Delivery

## **7. LEGISLATIVE AND OTHER MANDATES**

### **7.1 Constitutional Mandate**

The following Chapters with the relevant sections of the Constitution of the Republic of South Africa, 1996 are important regarding the specific constitutional mandates of the Department:

#### **7.1.1 The Constitution of the Republic of South Africa, 1996**

The Department subscribes to the founding provisions of the Constitution, including the Bill of Rights as well as the principles of co-operative governance and intergovernmental relations as contained in Chapters 1; 2 and 3 of the Constitution of the Republic of South Africa, 1996.

#### **7.1.2 Section 139, Chapter 6 of the Constitution of the Republic of South Africa, 1996**

The MEC as per the directives of the Provincial Executive Committee (EXCO) may intervene in the affairs of a municipality.

#### **7.1.3 Section 154(1), Chapter 7 of the Constitution of the Republic of South Africa, 1996**

The MEC as assigned by the Provincial Government to ensure by legislative or other measures, must support and strengthened the capacity of Municipalities to manage their own affairs, to exercise their powers and to perform their functions.

#### **7.1.4 Section 155(6), Chapter 7 of the Constitution of the Republic of South Africa, 1996**

The MEC as assigned by the Provincial Government to establish Municipalities in the Province in a manner consistent with legislation enacted in terms of section 155(2) and 155(3) respectively and by legislative or other measures, must monitor and support local government in the Province and promote the development of local government capacity to enable Municipalities to perform their functions and manage their own affairs.

#### **7.1.5 Section 156(1), Chapter 7 of the Constitution of the Republic of South Africa, 1996**

The MEC as assigned by the provincial government, subject to section 44 of the Constitution, has the legislative and executive authority to see to the effective performance by Municipalities of their functions in respect of matters listed in Schedules 4 and 5 of the Constitution, by regulating the exercise by Municipalities of their executive authority referred to in section 156(1) of the Constitution.

#### **7.1.6 Section 212, Chapter 12 of the Constitution of the Republic of South Africa, 1996**

The Department acknowledges the role for Traditional Leadership as an institution at local level on matters affecting local communities and to deal with matters relating to traditional leadership, the role of Traditional Leaders, customary law and the customs of communities observing a system of customary law by the establishment of Houses of Traditional Leaders.

### **7.1.7 Local Government: Municipal Structures Act, 1998 (Act No. 117 of 1998)**

The Act empowers the MEC to establish Municipalities in accordance with the requirements relating to categories and types of municipality; to establish criteria for determining the category of municipality to be established in an area; to define the type of municipality that may be established within each category; to provide for an appropriate division of functions and powers between categories of municipality; to regulate the internal systems, structures and office-bearers of Municipalities; to provide for appropriate electoral systems; and to provide for matters in connection therewith.

### **7.1.8 Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000)**

To provide for the core principles, mechanisms and processes that are necessary to enable Municipalities to move progressively towards the social and economic upliftment of local communities, and ensure universal access to essential services that are affordable to all; to define the legal nature of a municipality as including the local community within the municipal area, working in partnership with the municipality's political and administrative structures; to provide for the manner in which municipal powers and functions are exercised and performed to provide for community participation; to establish a simple and enabling framework for the core processes of planning, performance management, resource mobilization and organizational change which underpin the notion of developmental local government; to provide a framework for the provision of services, service delivery agreements and municipal service districts; to provide for credit control and debt collection; to establish a framework for support, monitoring and standard setting by other spheres of government in order to progressively build local government into an efficient, frontline development agency capable of integrating the activities of all spheres of government for the overall social and economic upliftment of communities in harmony with their local natural environment; to provide for legal matters pertaining to local government; and to provide for matters incidental thereto.

### **7.1.9 Local Government: Municipal Property Rates Act, 2004 (Act No. 6 of 2004)**

The MEC to support Municipalities with the process to impose rates on property; to assist Municipalities to make provision to implement a transparent and fair system of exemptions, reductions and rebates through their rating policies; to make provision for objections and appeals process and to provide for matters connected therewith.

### **7.1.10 Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003)**

The Act requires of the Department to advise on sound and sustainable management of the financial affairs of Municipalities and other institutions in the local sphere of government; and to provide for matters connected therewith. The execution of the provisions of the Act is shared with the Provincial Treasury in as far as functions to be performed by the MEC for local government are concerned.

### **7.1.11 Intergovernmental Relations Framework Act, 2005 (Act No. 13 of 2005)**

The Act requires of the Department to acknowledge the framework for the three spheres of government, namely national, provincial and local government, to promote and facilitate intergovernmental relations between the three spheres of government, which are distinctive, interdependent and interrelated; to provide mechanisms and procedures to facilitate the settlement on intergovernmental disputes and incidental matters thereto.

### **7.1.12 Disaster Management Act, 2002 (Act No. 57 of 2002)**

Chapter 4 of the Act requires of the Department to take cognisance of provincial disaster management –

#### **Part I: Provincial Disaster Management Framework:**

Section 28 (1) Each Province must establish and implement a framework for disaster management in the Province aimed at ensuring an integrated and uniform approach to disaster management in the Province by all provincial organs of state, provincial statutory functionaries, non-governmental organizations involved in disaster management in the Province and by the private sector.

(2) A Provincial disaster management framework must be consistent with the provisions of this Act and National Disaster Management Framework.

(3) (a) Provincial disaster management framework, or any amendment thereto, must be published in the *Provincial gazette*.

(b) Before establishing or amending a Provincial disaster management framework, particulars of the proposed framework or amendment must be published in the *Provincial gazette* for public comment.

#### **Part 2: Provincial Disaster Management Centres**

Section 29(1) Each Province must establish a disaster management centre.

(2) A Provincial disaster management centre forms part of and functions within the Department.

### **7.1.13 Fire Brigade Services Act, 1987 (Act No. 99 of 1987)**

The Act seeks to provide for the establishment, maintenance, employment, co-ordination and standardization of the brigade services and for matters connected therewith. This is achieved through the Fire Brigade Board and the establishment of the fire services by local municipalities and by recognizing designated fire services in those areas where a fire service is required.

### **7.1.14 Traditional Leadership and Governance Framework Act, 2003 (Act No. 41 of 2003)**

The Act, amongst others, provide for the recognition of traditional communities, the establishment and recognition of traditional councils, for dispute resolution, for a Code of Conduct, for leadership positions within traditional leadership, for houses of traditional leadership, for functions and roles of traditional leaders.

### **7.1.15 Mpumalanga Traditional Leadership and Governance Act, 2005 (Act No.3 of 2005)**

The Act requires of the Department to take cognisance and assist to provide for the recognition and withdrawal of recognition of traditional communities; to provide for the establishment and recognition of Traditional Councils; to provide for the recognition and appointment of Traditional Leaders and their removal from office; to provide for the implementation of the Provincial Code of Conduct; and to provide for matters connected therewith.

### **7.1.16 Mpumalanga Provincial House and Local Houses of Traditional Leaders Act, 2005 (Act No.6 of 2005)**

The Act provides for the establishment and composition of the Mpumalanga Provincial House and Local Houses of Traditional Leaders, determine the procedure for the election of members of the Provincial and Local Houses, to provide for the powers and functions of the Mpumalanga Provincial House and Local Houses of Traditional Leaders and to provide for matters incidental thereto.

### **7.1.17 Mpumalanga Ingoma Act, 2011 (Act No. 3 of 2011)**

The Act seeks to regulate the holding of an Ingoma or initiation schools; the Act empowers the MEC responsible for traditional matters to monitor the holding of an Ingoma; empowers the MEC to make regulations on any matter that will ensure the proper implementation of the Act.

### **7.1.18 Spatial Planning and Land Use Management Act, 2013 (Act No. 16 of 2013)**

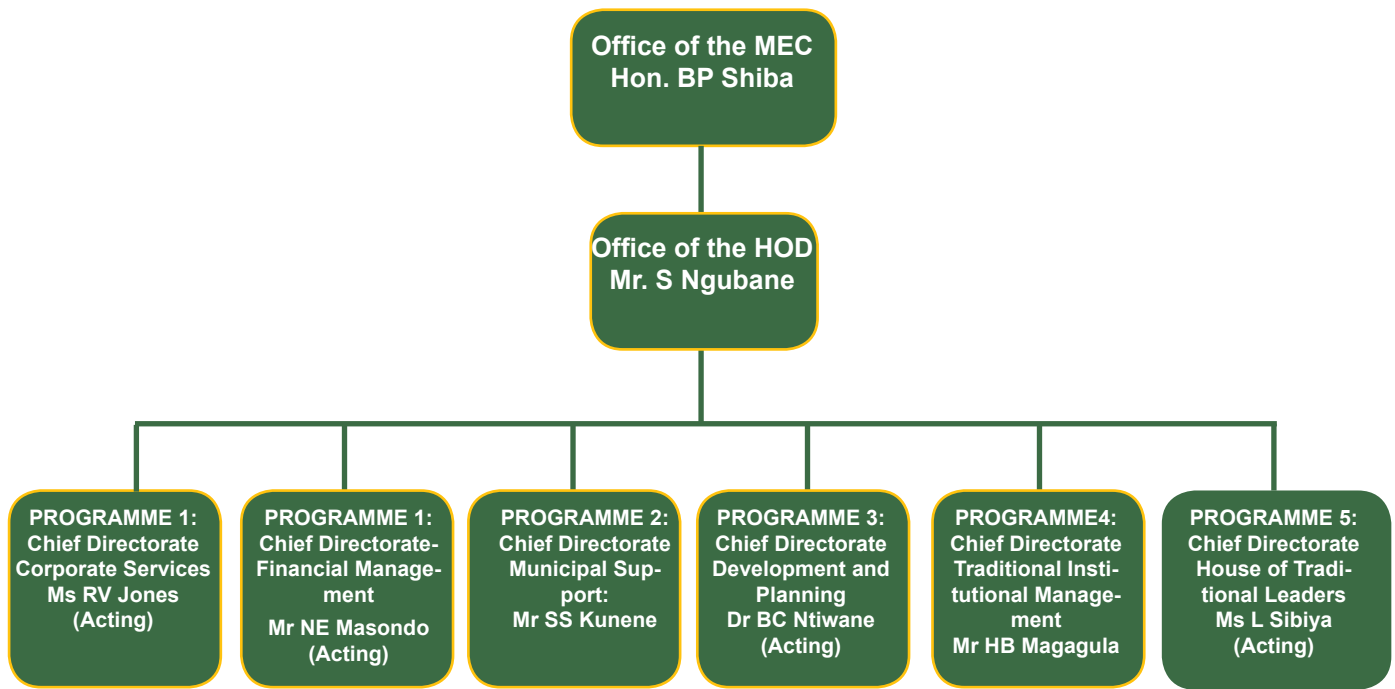
The Act seeks to serve as the framework for Municipalities in order to ensure effective spatial planning and land use and management; the MEC would have to strengthen the monitoring of spatial planning and land use management by Municipalities including ensuring compliance with section 156(2) of the Constitution, which stipulates that "A municipality may make and administer by-laws for the effective administration of the matters which it has the right to administer". Therefore, Municipalities in the Province should develop their own planning By-laws.

## **7.2 Other legislation that also impact on the Department includes:**

- House of Traditional Leaders Act, 2009(Act No. 22 of 2009)
- Regulations for the Election of the 40% Members of Traditional Councils, 2007
- Mpumalanga Commissions of Inquiry Act, 1998 (Act No. 11 of 1998)
- Public Finance Management Act, 1999 (Act No. 1 of 1999)
- Local Government: Municipal Demarcation Act, 1998 (Act No. 27 of 1998)
- Other enabling legislation of Local Government
- Promotion of Access to Information Act, 2000 (Act No. 2 of 2000)
- Promotion of Administrative Justice Act, 2000 (Act No. 3 of 2000)
- Labour Relations Act, 1995 (Act No. 66 of 1995)
- Public Service Act, 1994
- Public Administration Management Act, 2014 (Act No. 11 of 2014)



## 8. ORGANISATIONAL STRUCTURE



## 9. ENTITIES REPORTING TO THE MEC

There are no entities reporting to the MEC of COGTA.

# ***PART B: PERFORMANCE INFORMATION***

## 1. AUDITOR GENERAL'S REPORT: PREDETERMINED OBJECTIVES

The AGSA currently performs certain audit procedures on the performance information to provide reasonable assurance in the form of an audit conclusion. The audit conclusion on the performance against predetermined objectives is included in the report to management, with material findings being reported under the Predetermined Objectives heading in the Report on other legal and regulatory requirements section of the auditor's report.

The Report of the Auditor General will be published as Part E: Financial Information.

## 2. OVERVIEW OF DEPARTMENTAL PERFORMANCE

### 2.1 Service Delivery Environment

The core mandate of the Department is to monitor and support Municipalities in terms of S154 of the Constitution which states that national and provincial governments, by legislative and other measures, must support and strengthen the capacity of Municipalities to manage their own affairs, to exercise their powers and to perform their functions.

In terms of 2018/19 audit outcomes, only two (2) (i.e. Gert Sibande and Nkangala Districts) out of eighteen (18) audited Municipalities in the Province received clean audit outcomes, 6 municipalities received unqualified with findings (Ehlanzeni, Thaba Chweu, Bushbuckridge, Nkomazi, Steve Tshwete and Chief Albert Luthuli). Four (4) Municipalities received qualified with findings (City of Mbombela, Thembisile Hani, Emalahleni and Mkhondo). Two (2) received Adverse outcome with findings (Emakhazeni and Msukaligwa). Four (4) Municipalities received Disclaimers with findings (Victor Khanye, Dipaleseng, Lekwa and Dr Pixley Ka Isaka Seme). Two (2) local municipalities failed to submit their Annual Financial Statements and were not audited (Dr JS Moroka and Govan Mbeki) In order to assist Municipalities in improving their performance, the Department monitored the implementation of the Back to Basics approach through the five key performance areas of the Integrated Municipal Support Plan (IMSP) in all Municipalities in the Province which are as follows:

- Public Participation (Putting people first)
- Delivery of basic services
- Good Governance
- Financial Management
- Building Institutional and Administration capability

The population of the Province has grown from 1 075 488 households as stated in the 2011 Census Report to 1 238 861 as stated in the Community Survey of 2016, therefore an increased demand of basic services such as access to water, sanitation, electricity and refuse removal was required. In meeting the required demand, the Department monitored households with access to basic services, namely; water and sanitation in the Province, with 96% (total no. of 1 194 767 out of 1 238 861) households having access to water and 91% (total no. 1 130 835 out of 1 238 861) households having access to sanitation. 96% (total no. of 1 189 339 out of 1 238 861) households have access to electricity and 58% (total no. of 720 815 out of 1 238 861) households have access to refuse removal in the Province. All 17 PMUs in Local Municipalities were assessed on MIG performance and monitored on the implementation of MIG programme. An expenditure of R1.18 billion (68%) of the MIG allocation of R1.73 billion has been reported as end of March 2021.

Community unrest in most of the Municipal areas for services such as water, roads and street lights, remains a challenge. In improving Ward level service delivery, the Department supported all 17 Local Municipalities on the implementation of Ward Committee programme and to respond to community concerns. The Department further supported all Local Municipalities on the functionality of OVS War Rooms and supported the three (3) District municipalities on the implementation of public participation programmes. In an effort to bring services to the people, the Department monitored the functionality of twenty four (24) Thusong Service Centres (TSCs) as an access strategy on service delivery to communities.

The Department supported eight (8) Municipalities with GIS implementation in line with the SDI Act provisions and further supported all 20 Municipalities with Spatial Development Framework (SDF) implementation. The Department evaluated thirty four (34) applications for Land Development and rendered 117 Surveys services in order to assist Municipalities in addressing land boundary disputes, identifying stand boundaries for allocation of stands and point boundaries of properties for construction of low cost housing. The Department further supported all twenty (20) Municipalities with the implementation of SPLUMA on Land Use Management (LUM) during the period under review. Three (3) Municipalities were supported to review their LED Strategies (Msukaligwa; Dr Pixley Ka Isaka Seme and Victor Khanye), and further established three (3) Partnerships with Old Mutual, TRAC N4 and Voices on Youth to implement the Anti-Poverty Strategy. All seventeen (17) Local Municipalities were supported to implement the disaster risk reduction strategies and further supported them on the implementation of Fire Prevention strategies.

**The Department continued with the provision of support to institutions of Traditional Leadership through:**

- Resolving Traditional disputes, complaints claims and Land cases
- Convening Chairpersons' and Secretaries' Forums respectively
- Funding the day to day administration of the Traditional Council offices
- Mobilising Traditional Councils to participate in Operation Vuka Sisebente (OVS) War rooms, Ward Committees, IDP processes and Municipal Councils

**2.2 Service Delivery Improvement Plan**

The Department has completed a service delivery improvement plan. The tables below highlight the service delivery plan and the achievements to date.

**Main services and standards**

Main services	Beneficiaries	Current/actual standard of service	Desired standard of service	Actual achievement
<b>Local Governance</b>	Local Municipalities District Municipalities Sector Departments SALGA	Support 17 Local Municipalities on the functionality of OVS war rooms	17 Local Municipalities supported on the functionality of OVS war rooms	17 Local Municipalities supported on the functionality of OVS war rooms
<b>Development and Planning</b>	Local Municipalities District Municipalities Sector Departments SALGA	20 Municipalities with reviewed IDPs	20 Municipalities supported with the review of IDPs	20 Municipalities supported with the review of IDPs
<b>Traditional Institution Management</b>	Traditional Councils Senior Traditional Leaders	Tools of trade provided to Traditional Councils verified	60 Traditional Councils' tools of trade verified	60 Traditional Councils' tools of trade verified
<b>House of Traditional Leaders</b>	Local Houses Traditional communities	Provincial House Committees and Local Houses functional	5 Provincial House Committees and 3 Local Houses functional	5 Provincial House Committees and 3 Local Houses functional

**Batho Pele arrangements with beneficiaries (Consultation access etc.)**

Current/actual arrangements	Desired arrangements	Actual achievements
<b>Public hearings</b>	To get information about service delivery needs	Information gathered and community needs identified
<b>Virtual Meetings (Seminars)</b>	To get information about service delivery needs	Information sharing and decision making on service delivery issues

**Service Delivery Information Tool**

Current/ actual information	Desired information tools	Actual achievements
<b>Media (Print and Electronic)</b>	To communicate the activities of the Department to the public with Communication tools	Departmental Newsletters
	To communicate the activities of the Department to the public with Communication tools	Booklets

**Complaints Mechanism**

Current / actual complaints mechanism	Desired complaints mechanism	Actual achievements
<b>Written complaints</b>	Access to information	Suggestion Boxes available at Head Office and Thusong Service Centres
	Access to information	Departmental post box in place
<b>Verbal complaints</b>	Access to information through telephones	Departmental Call Centre established and functional
	Access to information through public hearings	Virtual Public Hearings conducted through the Committee on Disputes and Claims
	Access to information	Awareness campaigns
	Access to information through OVS Model	OVS functional in all 17 Local Municipalities with Ward War Rooms established.

## 2.3 Organisational environment

The Executive Council has appointed a new Acting Accounting Officer for the Department, in the name of Mr Samukelo Ngubane who assumed duties on the 24<sup>th</sup> February 2020 to ensure smooth running of the Department. The Department is currently reviewing its organisational structure however the process is at its final stages. The Department is operating with the 2012 approved organizational structure, however the process to review the organizational structure is underway. The high vacancy rate due to moratorium has resulted in officials assuming additional responsibilities until the posts filled.

The Department has developed and implemented the District Development Model (DDM) in line with the National Framework in order to intensify its support towards a One District One Plan and accelerate service delivery in particular the delivery of basic services within communities.

## 2.4 Key policy developments and legislative changes

There were no amendments on legislations and key policy developments that affected the operations of the Department in the year under review.

## 3. PROGRESS TOWARDS ACHIEVEMENT OF INSTITUTIONAL IMPACTS AND OUTCOMES

### The Department's Impact is as follows:

Spatially transformed local municipalities and traditional communities.

### The Department's Outcomes are summarized as follows:

#### 1. Efficient and effective administrative support provided to the Department

- Clean Audit Outcome achieved in 2019/20 financial year

#### 2. Improved governance and performance in municipalities

- 20 Municipalities assessed on signed Senior Management Performance Agreement
- 20 Municipalities monitored on the effectiveness of S79, S80 committees & LLF
- 20 Municipalities on effectiveness and stability of the Municipal TROIKA in executing its functions monitored
- 17 Municipalities supported to institutionalise Batho Pele (Service Standards)
- 5 Municipalities supported to review their organograms ( Emakhazeni, Lekwa, Ehlanzeni, Dipaleseng & Dr JS Moroka)
- 17 Municipalities guided to comply with the MPRA
- 20 Municipalities monitored on implementation of Anti-corruption strategies
- 20 Municipalities supported to institutionalize PMS and to check the implementation of the PMS within the municipalities.
- 20 Municipalities monitored on the implementation of workplace skills plan
- 7 Municipalities with improved channels of community involvement in matters of local government.

#### 3. Improved planning, development coordination and access to basic services

- 20 Municipalities supported with SDF alignment to the SPLUMA provisions
- 20 Municipalities supported in the implementation of SPLUMA on LUM
- 20 Municipalities monitored on the functionality of LED stakeholder Forums
- 3 Municipalities supported to review LED Strategies
- 17 Municipalities monitored on the implementation of CWP
- 3 Municipalities supported to maintain functional Disaster Management Centres
- 1 194 764 households have access to basic water
- 1 130 835 households have access to basic sanitation
- 1 189 339 households have access to basic electricity
- 720 815 households have access to waste removal

#### 4. Improved performance of Traditional Councils

- 60 Traditional Councils supported to perform their functions through provision of Administrative Grants
- 11 Senior Traditional Leaders participating in Municipal Councils
- 40 Traditional Councils participating in Ward Committees and OVS War Rooms

#### 5. Developed communities in areas of traditional leadership

- 3 Projects within the province achieved (Ndzundza Mabusa TC- Farming in the Box; Hoyi TC- Maize farming; Mpisikazi TC- Maize farming)
- 3 Local Houses participating in DDM meetings



#### 4. INSTITUTIONAL PROGRAMME PERFORMANCE INFORMATION

##### 4.1 Programme 1: Administration

###### Purpose of the Programme

This Programme aim at providing effective financial, technical, political and administrative support to Department in terms of Political guidance, Strategic Management, Risk Management, Legal Services, Financial Management, Security Management, Human Resource Management, Transversal services, Planning and Programme Management and Communication & IT services in accordance with the applicable Acts and policies of the Department

###### List of Sub-programmes

- ✓ Office of the MEC
- ✓ Corporate Services
- Office of the Head of Department
- Finance
- Human Resource Management
- Legal Services
- Security Management
- Planning and Programme Management
- Communication and IT Support

###### Outcome for the financial year under review

- ✓ Efficient and effective administrative support provided to the Department

###### Outcomes, outputs, output indicators, targets and actual achievements tables

**Table 2.4.4.1: Outcomes, outputs, output indicators, targets and actual achievements table for the originally tabled Annual Performance Plan**

Programme: Administration									
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Target 2020/2021	Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement for 2020/2021	Reasons for deviations	Reasons for revision to the outputs/output indicators/ Annual Targets
There were no revisions made to the outputs, output indicators and targets of Programme 1: Administration Sub-Programmes Office of the MEC, Finance, Corporate Services with sub-sub programmes of Human Resource Management, Legal services, Security Management, Planning and Programme Management and Communication and IT Services. All the indicators as reflected on table 2.4.4.2 were indicators on the originally tabled 2020/21 Annual Performance Plan.									

**Table: 2.4.4.2: Outcomes, outputs, output indicators, targets and actual achievements table for the Re-tabled Annual Performance Plan**

Programme: Administration									
Sub-programme: Office of the MEC									
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Target 2020/2021	Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement for 2020/2021	Reasons for deviations	
Efficient and effective administrative support provided to the Department	Political guidance provided to Executive Mayors of municipalities	Number of MUNIMEC Forum held	2 MUNIMEC Forums held	1 MUNIMEC Forum held	2 MUNIMEC Forums held	Achieved 2 MUNIMEC Forum held	None	None	

Programme: Administration								
Sub-programme: Finance								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Target 2020/2021	Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement for 2020/2021	Reasons for deviations
Efficient and effective administrative support provided to the Department	Approved Annual Financial Statements	Annual Financial Statements approved	2017/18 Annual Financial Statements approved	2018/19 Annual Financial Statements approved	2019/20 Annual Financial Statements approved	Achieved 2019/20 Annual Financial Statements approved	None	None
	100% Invoices paid within 30 days	Percentage of invoices paid within 30 days	-	100% Invoices paid within 30 days	100% Invoices paid within 30 days	Achieved 100% Invoices paid within 30 days	None	None
	Risk management reports approved	Number of Risk Management Reports approved	4 Risk Management Reports approved	4 Risk Management Reports approved	4 Risk Management Reports approved	Achieved 4 Risk Management Reports approved	None	None

Programme: Administration								
Sub-programme: Corporate Services								
Sub-sub programme: Human Resource Management								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Target 2020/2021	Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement for 2020/2021	Reasons for deviation
Efficient and effective administrative support provided to the Department	Approved HR Plan	Approved HR Plan	2 HR Oversight Reports (Approved 2017/18 HR Oversight and 2 <sup>nd</sup> Quarter 2018/19 HR Oversight)	2 HR Oversight Reports (Approved 2018/19 HR Oversight and 2 <sup>nd</sup> Quarter 2019/20 HR Oversight)	Approved HR Plan	Achieved Approved HR Plan	None	None

Programme: Administration								
Sub-programme: Corporate Services								
Sub-sub programme: Legal Services								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Target 2020/2021	Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement for 2020/2021	Reasons for deviations
Efficient and effective administrative support provided to the Department	Legal opinions provided within 1 month of request	Number of Legal opinions provided within 1 month of request	110 Legal opinions provided within 1 month of request	120 Legal opinions provided within 1 month of request	80 Legal opinions provided within 1 month of request	Achieved 100 Legal opinions provided within 1 month of request	20 Additional legal opinions provided	There was a demand for more legal opinions

Programme: Administration								
Sub-programme: Corporate Services								
Sub-sub programme: Security Management								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Target 2020/2021	Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement for 2020/2021	Reasons for deviations
Efficient and effective administrative support provided to the Department	Security services rendered	Approved Security Management Plan implemented	Approved Security Management Plan implemented	Approved Security Management Plan implemented	Approved security management plan implemented	Achieved Approved Security Management Plan implemented	None	None

Programme: Administration								
Sub-programme: Corporate Services								
Sub-sub programme: Planning and Programme Management								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Target 2020/2021	Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement for 2020/2021	Reasons for deviation
Efficient and effective administrative support provided to the Department	Annual Performance Plan approved	Annual Performance Plan approved	2019/2020 APP approved	2020/2021 APP approved	2021/22 Annual Performance Plan approved	Achieved 2021/22 Annual Performance Plan approved	None	None
	Annual Performance Report approved	Annual Performance Report approved	2017/18 Annual Performance Report approved	2018/19 Annual Performance Report approved	Annual Performance Report approved	Achieved 2019/20 Annual Performance Report approved	None	None
	Approved Evaluation Report	Number of Evaluations conducted	-	-	1 OVS Implementation Evaluation conducted	Not Achieved	OVS Implementation Evaluation not concluded as data collection was only done in 79 out of 119 Wards sampled	Delays in the finalization of the OVS Implementation Evaluation due to COVID-19 National Lockdown levels which prohibited travelling and gatherings

Programme: Administration								
Sub-programme: Corporate Services								
Sub-sub programme: Communications and IT Support								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Target 2020/2021	Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement for 2020/2021	Reasons for deviation
Efficient and effective administrative support provided to the Department	Approved Communication Plan implemented	Coordinated events	Approved Communication Plan implemented	Approved Communication Plan implemented	Communication Plan implemented	Achieved Communication Plan implemented	None	None
	Approved IT Plan implemented	<ul style="list-style-type: none"> <li>IT Services rendered</li> <li>Updated website</li> </ul>	Approved IT Plan implemented	Approved IT Plan implemented	IT Plan implemented	Achieved IT Plan implemented	None	None

### Strategy to overcome areas of under performance

- OVS Implementation Evaluation is currently being conducted in Local Municipalities to be concluded by the end May 2021.

### Performance in relation to Standardised Outputs and Output Indicators for Sectors with Concurrent Functions

- The Department did not have Standardised outputs and output indicator for sectors with concurrent function during the financial year under review and only reported on the Province specific outputs and output indicator as reflected on the Annual Performance Plan.
- There were no changes made on the performance indicators and targets after the re-tabling and approval of the Annual Performance Plan, however, adjustments to the budget were done.

### Progress on Institutional Response to the COVID-19 Pandemic

Budget Programme	Intervention	Geographic location (Province/District/Local municipality) (Where possible)	No. of beneficiaries (Where Possible)	Disaggregation of Beneficiaries (Where possible)	Total Budget allocation per intervention (R'000)	Budget spent per intervention	Contribution to the Outputs in the APP (Where applicable)	Immediate outcomes
Administration	Covid-19 (Fumigation of Offices)	Provincial Offices	Not applicable	Not applicable	28	28	Not applicable	Not applicable

- Disinfection of Offices where cases of COVID-19 infections were reported

### **Linking performance with budgets**

The final budget allocation for the Programme R 127.235 million had decreased by 11.7 percent or R 16.832 million in 2020/21 compared to R 144.067 million in 2019/20. This is due to the suspension of other operational activities of the department.

### **Sub-programme expenditure**

Sub- Programme Name	2020/2021			2019/2020		
	Final Appropriation	Actual Expenditure	(Over) / Under Expenditure	Final Appropriation	Actual Expenditure	(Over) / Under Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000
Office of the MEC	10 061	10 060	1	10 065	10 060	5
Corporate Services	117 174	117 138	36	134 002	133 979	23
<b>Total</b>	<b>127 235</b>	<b>127 198</b>	<b>37</b>	<b>144 067</b>	<b>144 039</b>	<b>28</b>

## **4.2 Programme 2: Local Governance**

### **Purpose of the Programme**

This programme aims at strengthening the administrative and financial capacity of Municipalities as well as deepening democracy at local level in order to ensure that Municipalities perform their developmental responsibilities.

### **List of the sub-programmes**

- ✓ Municipal Administration
  - Inter-Governmental Relations
- ✓ Public Participation
- ✓ Capacity Development
- ✓ Municipal Performance Monitoring Reporting and Evaluation
- ✓ Service Delivery Improvement Unit (Provincial Priority)

### **Outcome for the financial year under review**

- ✓ Improved governance and performance in municipalities

**Outcomes, outputs, output indicators, targets and actual achievements tables**

**Table: 2.4.4.1: Outcomes, outputs, output indicators, targets and actual achievements table for the originally tabled Annual Performance Plan**

Programme: Local Governance									
Sub-programme: Municipal Administration									
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Target 2020/2021	Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement for 2020/2021	Reasons for deviation	Reasons for revisions to the Outputs / Output Indicators / Annual Targets
<b>Improved governance and performance in municipalities</b>	Municipalities implementing systems and procedures for personnel administration in line with S67 of the MSA	Number of municipalities monitored on the implementation of systems and procedures for personnel administration in line with S67 of the MSA	20 municipalities monitored on the implementation of systems and procedures for personnel administration in line with S67 of the MSA	20 municipalities monitored on the implementation of systems and procedures for personnel administration in line with S67 of the MSA (All municipalities in the Province)	20 municipalities monitored on the implementation of systems and procedures for personnel administration in line with S67 of the MSA	<b>Not Achieved</b> 3 municipalities monitored on the implementation of systems and procedures for personnel administration in line with S67 of the MSA (Nkomazi, Msukaligwa and Thembisile Hani)	17 municipalities were not monitored on the implementation of systems and procedures for personnel administration in line with S67 of the MSA (Nkomazi, Msukaligwa and Thembisile Hani)	The actual achievement represent the 1 <sup>st</sup> Quarter only	Reduced the annual target from 20 to 3 as a result of the advent of COVID-19, with the actual achievement that represent the 1 <sup>st</sup> Quarter only
	Municipalities with approved organograms	Number of Municipalities supported to review organogram	17 Municipalities supported to review organogram (All local municipalities in the Province)	20 Municipalities supported to review organogram (All municipalities in the Province)	20 Municipalities supported to review organogram	<b>Not Achieved</b> 5 Municipalities supported to review organogram (Dipaleseng, Lekwa, Emakhazeni, Dr JS Moroka and Ehlanzeni District)	15 Municipalities were not supported to review organogram	The actual achievement represent the 1 <sup>st</sup> Quarter only	Reduced the annual target from 20 to 5 as a result of the advent of COVID-19, with the actual achievement that represent the 1 <sup>st</sup> Quarter only
	Municipalities supported with upper limits for benefits and allowances	Number of municipalities supported for councillor benefits and allowances	20 Municipalities supported on concurrence with National on the upper limits for Councillor benefits and allowances	20 Municipalities supported on concurrence with National on the upper limits for Councillor benefits and allowances	20 Municipalities supported on concurrence with National on the upper limits for Councillor benefits and allowance	<b>Not Achieved</b>	Nil Municipalities supported on concurrence with National on the upper limits for Councillor benefits and allowance	This was planned to be performed in the 4 <sup>th</sup> Quarter 2020/21, however, the Output Indicator was totally removed in the Re-tabled APP	Totally removed Output, Output indicator and the Annual Target from the Re-tabled APP as a result of the advent of COVID-19
	Municipalities complying with MSA Regulations on the appointment of senior managers	Number of Municipalities supported to comply with MSA Regulations on the appointment of senior managers	20 Municipalities supported to comply with MSA regulations on the appointment of senior managers	20 Municipalities supported to comply with MSA regulations on the appointment of senior managers (All municipalities within the Province)	20 Municipalities supported to comply with MSA regulations on the appointment of senior managers	<b>Not Achieved</b> 6 Municipalities supported to comply with MSA regulations on the appointment of senior managers (Thaba Chweu; Nkomazi; City of Mbombela; Bushbuckridge; Ehlanzeni and Gert Sibande Districts)	14 Municipalities were not supported to comply with MSA regulations on the appointment of senior managers	The actual achievement represent the 1 <sup>st</sup> Quarter only	Reduced the annual target from 20 to 6 as a result of the advent of COVID-19, with the actual achievement that represent the 1 <sup>st</sup> Quarter only.

- Reduced the annual target from 20 to 3 municipalities monitored on the implementation of systems and procedures for personnel administration in line with S67 of the MSA as a result of the advent of COVID-19, with the actual achievement that represent the 1<sup>st</sup> Quarter only.

- Reduced the annual target from 20 to 5 Municipalities supported to review organogram as a result of the advent of COVID-19, with the actual achievement that represents the 1<sup>st</sup> Quarter only.
- Totally removed Output, Output indicator and the Annual Target from the Re-tabled APP on the Municipalities supported on concurrence with National on the upper limits for Councillor benefits and allowances as a result of the advent of COVID-19.
- Reduced the annual target from 20 to 6 Municipalities supported to comply with MSA regulations on the appointment of senior managers as a result of the advent of COVID-19, with the actual achievement that represent the 1<sup>st</sup> Quarter only.
- All other Outputs, Output Indicators and Annual Targets for sub-programme Municipal Administration were not revised and remained the same as reflected on table 2.4.4.2.

<b>Programme: Local Governance</b>									
<b>Sub-programme: Public Participation</b>									
<b>Outcome</b>	<b>Output</b>	<b>Output Indicator</b>	<b>Audited Actual Performance 2018/2019</b>	<b>Audited Actual Performance 2019/2020</b>	<b>Planned Target 2020/2021</b>	<b>Actual Achievement 2020/2021</b>	<b>Deviation from planned target to Actual Achievement for 2020/2021</b>	<b>Reasons for deviation</b>	<b>Reasons for revisions to the Outputs / Output Indicators / Annual Targets</b>
<b>Improved governance and performance in municipalities</b>	Operational Ward Committees	Number of municipalities supported on the implementation of Ward Committee programme	17 Municipalities supported to maintain functional ward committees (All local municipalities in the Province)	17 Municipalities supported to maintain functional ward committees (All local municipalities in the Province)	17 Municipalities supported on the implementation of Ward Committee programme	<b>Achieved</b> 17 Municipalities supported on the implementation of Ward Committee programme (All local municipalities in the Province)	None	None	Output revised from Functional Ward Committees to Operational Ward Committees in the Re-tabled APP, due to the advent of COVID-19

- The reporting cycle for the output indicator of Number of District municipalities guided to implement public participation programmes was changed from 4 quarters from the originally tabled Annual Performance Plan to annual on the re-tabled Annual Performance Plan as it was achieved during the 1<sup>st</sup> quarter but could not be implemented due to the advent of COVID-19.
- Output revised from Functional Ward Committees to Operational Ward Committees in the Re-tabled APP, due to the advent of COVID-19
- The reporting cycle for the output indicator of Number of District municipalities supported on the implementation of public participation programmes were revised from quarterly reporting to annual. The quarterly targets from second quarter to 4<sup>th</sup> quarter were removed on the re-tabled APP.
- All other Outputs, Output Indicators and Annual Targets for sub-programme Public Participation were not revised and remained the same as reflected on table 2.4.4.2.



Programme: Local Governance									
Sub-programme: Capacity Development									
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Target 2020/2021	Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement for 2020/2021	Reasons for deviation	Reasons for revisions to the Outputs / Output Indicators / Annual Targets
<b>Improved governance and performance in municipalities</b>	Capacity building programmes implemented for municipal officials and councillors	Number of capacity building interventions coordinated for municipal officials	5 Capacity building interventions conducted in Municipalities (Leadership Development Programme; Financial Management for non-financial managers training; Development of Asset Management Plan; Roles and Responsibilities for Ward Committees Coordinators and Water & Waste Water Treatment training Process Controllers)	3 Capacity building interventions conducted in Municipalities (Training of Municipal Public Account Committees (MPACs) on Financial Management; Training on Roles and Responsibilities for Ward Committee Coordinators; Training of Local Economic Development Practitioners of Steve Tshwete and Emalahleni)	2 Capacity building interventions coordinate for municipal officials	<b>Not achieved</b>	Nil Capacity building intervention for municipal officials conducted on the date of reporting for the originally tabled APP	This was planned to be performed during the 2 <sup>nd</sup> and 3 <sup>rd</sup> Quarters of 2020/21 in terms of the originally tabled APP, however, removed from the re-tabled APP	Totally removed the Output, Output Indicator and Annual Target as a result of the advent of COVID-19 with its National Lockdown levels and regulations prohibiting physical contacts, gatherings and travelling
		Number of capacity building interventions coordinated for councillors			1 Capacity building intervention coordinate for councillors	<b>Not achieved</b>	Nil capacity building intervention for councillors conducted on the date of reporting for the originally tabled APP	This was planned to be performed during the 3 <sup>rd</sup> Quarter of 2020/21 in terms of the originally tabled APP, however, removed from the re-tabled APP	Totally removed the Output, Output Indicator and Annual Target as a result of the advent of COVID-19 with its National Lockdown levels and regulations prohibiting physical contact, gatherings and travelling

- Totally removed the Outputs, Output Indicators and Annual Targets on 2 Capacity building interventions coordinated for municipal officials and 1 Capacity building intervention coordinated for Councillors as a result of the advent of COVID-19 with its National Lockdown levels and regulations prohibiting physical contacts, gatherings and travelling. The actual achievements are representing the 1<sup>st</sup> Quarter 2020/21 performance only.
- All other Outputs, Output Indicators and Annual Targets for sub-programme Capacity Development were not revised and remained the same as reflected on table 2.4.4.2.

Programme: Local Governance									
Sub-programme: Service Delivery Improvement Unit (Provincial Priority)									
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Target 2020/2021	Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement for 2020/2021	Reasons for deviation	Reasons for revisions to the Outputs / Output Indicators / Annual Targets
<b>Improved governance and performance in municipalities</b>	Mobile Outreach Programmes facilitated	Number of Mobile Outreach Programmes facilitate in the Province	8 Mobile Outreach Programmes facilitated in the Province (Msukaligwa – Jericodam Village; Dr JS Moroka – SenotloTC; Thaba Chweu – Leroro Community Hall; Nkomazi – Ntsambokhulu village; Dipaleseng – Balfour; Chief Albert Luthuli – fenine (feni) Community; Bushbuckridge – Belfast Sport ground and Emalahleni – Klarinet)	8 Mobile Unit Outreach programmes facilitated in the Province (Msukaligwa – Breyten; Dr JS Moroka – Maphanga village; Thaba Chweu – Draaikraal; Nkomazi – Mbuzini; Dipaleseng – Nthorane; Chief Albert Luthuli – Diepdale; Bushbuckridge – Majembeni, Swallows Ground; Emalahleni – Klarinet)	8 Mobile Outreach Programmes facilitated in the Province	<b>Not Achieved</b>	No Mobile Outreach Programmes facilitated in the Province	This was planned to be performed in the 2 <sup>nd</sup> and 3 <sup>rd</sup> Quarters of the originally tabled 2020/21 APP, however, the Output Indicator was totally removed in the Re-tabled APP	Totally removed Output, Output indicator and the Annual Target from the Re-tabled APP as a result of the advent of COVID-19

- Totally removed Output, Output indicator and the Annual Target on Mobile Outreach Programmes from the Re-tabled APP as a result of the advent of COVID-19. The actual achievements represents the 1<sup>st</sup> Quarter 2020/21 performance only.
- All other Outputs, Output Indicators and Annual Targets for sub-programme Service Delivery Improvement Unit were not revised and remained the same as reflected on table 2.4.4.2.

**Table 2.4.4.2: Outcomes, outputs, output indicators, targets and actual achievements table for the Re-tabled Annual Performance Plan**

Programme: Local Governance								
Sub-programme: Municipal Administration								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Target 2020/2021	Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement for 2020/2021	Reasons for deviation
Improved governance and performance in municipalities	Senior Management with signed Performance Agreements	Number of Municipalities assessed on signed Senior Management Performance Agreements	20 Municipalities assessed on signed Senior Management Performance Agreements	20 Municipalities assessed on signed Senior Management Performance Agreements (All municipalities in the Province)	20 Municipalities assessed on signed Senior Management Performance Agreements	20 Municipalities assessed on signed Senior Management Performance Agreements (All municipalities in the Province)	None	None
	Municipalities implementing systems and procedures for personnel administration in line with s67 of MSA	Number of municipalities monitored on the implementation of systems and procedures for personnel administration in line with S67 of the Municipal Systems Act (MSA)	20 municipalities monitored on the implementation of systems and procedures for personnel administration in line with S67 of the MSA	20 municipalities monitored on the implementation of systems and procedures for personnel administration in line with S67 of the MSA	3 municipalities monitored on the implementation of systems and procedures for personnel administration in line with S67 of the MSA	3 municipalities monitored on the implementation of systems and procedures for personnel administration in line with S67 of the MSA (Nkomazi, Msukaligwa and Thembeisile Hani)	None	None
	Municipalities with effective S79, S80 Committees and LLF	Number of Municipalities monitored on effectiveness of s79, s80 Committees & LLF	20 Municipalities monitored on effectiveness of s79, s80 Committees & LLF	20 Municipalities monitored on effectiveness of s79, s80 Committees & LLF (All municipalities in the Province)	20 Municipalities monitored on effectiveness of s79, s80 Committees & LLF	20 Municipalities monitored on effectiveness of S79, S80 Committees & LLF (All municipalities in the Province)	None	None
	Municipalities with effective and stable Troikas	Number of municipalities monitored on effectiveness and stability of the Municipal TROIKA in executing its functions	20 Municipalities monitored on effectiveness and stability of the Municipal TROIKA in executing its functions	20 Municipalities monitored on effectiveness and stability of the Municipal TROIKA in executing its functions (All municipalities in the Province)	20 Municipalities monitored on effectiveness and stability of the Municipal TROIKA in executing its functions	20 Municipalities monitored on effectiveness and stability of the Municipal TROIKA in executing its functions (All municipalities in the Province)	None	None
	Municipalities with approved organograms	Number of Municipalities supported to review organogram	17 Municipalities supported to review organogram (All local municipalities in the Province)	20 Municipalities supported to review organogram (All municipalities in the Province)	5 Municipalities supported to review organogram	5 Municipalities supported to review organogram (Dipaleseng, Lekwa, Emakhazeni, Dr JS Moroka and Ehlanzeni District)	None	None
	Municipalities with reviewed Municipal By-laws	Number of Municipalities supported to review Municipal By-laws	17 Municipalities supported to review Municipal By-laws (All local municipalities in the Province)	17 Municipalities supported to review Municipal By-laws (All local municipalities in the Province)	9 Municipalities supported to review Municipal By-laws	9 Municipalities supported to review Municipal By-laws (Dr Pixley Ka Isaka Seme; Victor Khanye; Dipaleseng; Emalaheni; Nkomazi; Emakhazeni; Dr JS Moroka; Chief Albert Luthuli and Msukaligwa)	None	None
	Municipalities complying with MSA Regulations on the appointment of senior managers	Number of Municipalities supported to comply with MSA Regulations on the appointment of senior managers	20 Municipalities supported to comply with MSA regulations on the appointment of senior managers	20 Municipalities supported to comply with MSA regulations on the appointment of senior managers (All municipalities within the Province)	6 Municipalities supported to comply with MSA Regulations on the appointment of senior managers	6 Municipalities supported to comply with MSA Regulations on the appointment of senior managers (Thaba Chweu; Nkomazi; City of Mbombela; Bushbuckridge; Ehlanzeni and Gert Sibande Districts)	None	None
	Municipalities complying with the MPRA	Number of Municipalities guided to comply with the MPRA	17 Municipalities supported to comply with the MPRA	17 Municipalities guided to comply with the MPRA (All local municipalities in the Province)	17 Municipalities guided to comply with the MPRA	17 Municipalities guided to comply with the MPRA (All local municipalities in the Province)	None	None
	Municipalities implementing anti-corruption measures	Number of Municipalities monitored on the extent to which anti-corruption measures are implemented	20 Municipalities monitored on the extent to which anti-corruption measures are implemented	20 Municipalities monitored on the extent to which anti-corruption measures are implemented (All municipalities in the Province)	20 Municipalities monitored on the extent to which anti-corruption measures are implemented	20 Municipalities monitored on the extent to which anti-corruption measures are implemented (All municipalities in the Province)	None	None

Programme: Local Governance								
Sub sub-programme: Inter-Governmental Relations								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Target 2020/2021	Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement for 2020/2021	Reasons for deviation
Improved governance and performance in municipalities	Functional IGR structures at District levels	Number of assessment reports on the performance of IGR structures at district levels	4 Assessment reports on the performance of IGR structures at Provincial and District levels compiled	4 Assessment reports on the performance of IGR structures at Provincial and District levels compiled	4 Assessment reports on the performance of IGR structures at District levels	<b>Achieved</b> 4 Assessment reports on the performance of IGR structures at District levels compiled	None	None
	Basic infrastructure services accessible in municipalities for 2021 Local Government Elections	Number of Municipalities supported on the readiness of 2021 Local Government Elections	17 Municipalities supported on readiness of 2019 National / Provincial Elections (All local municipalities in the province)	17 Municipalities supported on readiness of 2019 National / Provincial Elections (All local municipalities in the province)	17 Municipalities supported on readiness of 2021 Local Government Elections	<b>Achieved</b> 17 Municipalities supported on readiness of 2021 Local Government Elections (All local municipalities in the province)	None	None

Programme: Local Governance								
Sub-programme: Public Participation								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Target 2020/2021	Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement for 2020/2021	Reason for deviation
Improved governance and performance in municipalities	Improved communication channels on community engagement	Number of District municipalities supported on the implementation of public participation programmes	17 municipalities guided to implement public participation programmes (All local municipalities in the Province)	17 municipalities guided to implement public participation programmes (All local municipalities in the Province)	3 District municipalities supported on the implementation of public participation programmes	<b>Achieved</b> 3 District municipalities supported on the implementation of public participation programmes (Nkangala, Gert Sibande and Ehlanzeni)	None	None
	Operational Ward Committees	Number of municipalities supported on the implementation of Ward Committee programme	17 Municipalities supported to maintain functional ward committees (All local municipalities in the Province)	17 Municipalities supported to maintain functional ward committees (All local municipalities in the Province)	17 Municipalities supported on the implementation of Ward Committee programme	<b>Achieved</b> 17 Municipalities supported on the implementation of Ward Committee programme (All local municipalities in the Province)	None	None
	Functional OVS War Rooms	Number of Municipalities supported on the functionality of OVS War rooms	17 Municipalities supported on the functionality of OVS War rooms (All local municipalities in the Province)	17 Municipalities supported on the functionality of OVS War rooms (All local municipalities in the Province)	17 Municipalities supported on the functionality of OVS War rooms	<b>Achieved</b> 17 Municipalities supported on the functionality of OVS War rooms (All local municipalities in the Province)	None	None
	Reduction in community unrests	Number of municipalities supported to respond to community concern	17 municipalities supported to respond to community concerns (All local municipalities in the Province)	17 municipalities supported to respond to community concerns (All local municipalities in the Province)	17 municipalities supported to respond to community concerns	<b>Achieved</b> 17 municipalities supported to respond to community concerns (All local municipalities in the Province)	None	None

Programme: Local Governance								
Sub-programme: Capacity Development								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Target 2020/2021	Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement for 2020/2021	Reason for deviation
Improved governance and performance in municipalities	Workplace skills plans implemented in municipalities	Number of municipalities monitored on the implementation of WSPs	20 Municipalities monitored on implementation of WSPs	20 Municipalities monitored on implementation of WSPs (All local and district municipalities)	20 Municipalities monitored on the implementation of WSPs	<b>Achieved</b> 20 Municipalities monitored on the implementation of WSPs (All municipalities in the Province)	None	None

Programme: Local Governance								
Sub-programme: Municipal Performance Monitoring Reporting and Evaluation								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Target 2020/2021	Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement for 2020/2021	Reasons for deviation
<b>Improved governance and performance in municipalities</b>	Reduction of poorly performing municipalities in the province	Number of Municipal Performance Review sessions conducted	2 Municipal Performance Review Sessions conducted (1 <sup>st</sup> Quarter and Mid-term)	2 Municipal Performance Review Sessions conducted (1 <sup>st</sup> Quarter and Mid-year)	2 Municipal Performance Review Sessions conducted	<b>Achieved</b> 2 Municipal Performance Review Sessions conducted	None	None
		Number of reports on the implementation of IMSP	17 Municipalities monitored on the implementation of IMSP (All local municipalities in the province)	17 Municipalities monitored on the implementation of IMSP (All local municipalities in the province)	4 Reports on the implementation of IMSP	<b>Achieved</b> 4 Reports on the implementation of IMSP compiled	None	None
	Report on the status of municipal performance as require by s47 of MSA of 2000	Number of s47 reports compiled as prescribed by the MSA	1 Section 47 Report compiled as prescribed by the MSA	1 Section 47 Report compiled as prescribed by the MSA	1 Section 47 Report compiled as prescribed by the MSA	<b>Achieved</b> 1 Section 47 Report compiled as prescribed by the MSA	None	None
	All Municipalities implementing PMS in accordance with Chapter 6 of the MSA	Number of Municipalities supported to institutionalize the Performance Management System (PMS)	16 Municipalities supported to institutionalize performance management system (PMS) (Lekwa, Dipaleseng, Msukaligwa, Dr Pixley Ka Isaka Seme, Steve Tshwete, Emalahleni, Emakhazeni, Dr JS Moroka, Thembisile Hani, Victor Khanye, Mkhondo, Thaba Chweu, Nkomazi, Bushbuckridge, Govan Mbeki and Chief Albert Luthuli)	20 Municipalities supported to institutionalize performance management system (PMS) (All municipalities in the province)	20 Municipalities supported to institutionalize the performance management system (PMS)	<b>Achieved</b> 20 Municipalities supported to institutionalize performance management system (PMS) (All municipalities in the province)	None	None
	Progress on implementation of Back to Basics and areas that require intervention to improve service delivery	Report on the implementation of Back to Basics by Municipalities	4 Reports on implementation of Back to Basics support plans by municipalities	4 Reports on implementation of Back to Basics action plans by municipalities	4 Reports on the implementation of Back to Basics by Municipalities	<b>Achieved</b> 4 Reports on the implementation of Back to Basics by Municipalities compiled	None	None

Programme: Local Governance								
Sub-programme: Service Delivery Improvement Unit								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Target 2020/2021	Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement for 2020/2021	Reasons for deviation
Improved governance and performance in municipalities	Functional Thusong Service Centres	Number of TSCs monitored on functionality	17 TSCs monitored on functionality (Mpuluzi, Wonderfontein, Moremela, Xhimungwe, Breyten, Daggakraal, Klarinet, Ogies, Adelaide Tambo, Casteel, Mashishing, Matsamo, Doornkop, Mbangwane, Louisville, Tholulwazi and Sakhile)	24 TSCs monitored on functionality (Mbangwane, Daggakraal, Louisville, Moremela, Xhimungwe, Casteel, Adelaide Tambo, Ogies, Klarinet, Doornkop, Marapyane, Verena Breyten, Mpuluzi, Saul Mkhize, Sakhile Thuthukani, Morgenzon, Victor Khanye, Wonderfontein, Siyathemba, Mashishing, Tholulwazi, Umjindi)	24 TSCs monitored on functionality	<b>Achieved</b> 24 TSCs monitored on functionality (Mbangwane, Daggakraal, Louisville, Moremela, Xhimungwe, Casteel, Adelaide Tambo, Ogies, Klarinet, Doornkop, Marapyane, Verena Breyten, Mpuluzi, Saul Mkhize, Sakhile Thuthukani, Morgenzon, Victor Khanye, Wonderfontein, Siyathemba, Mashishing, Tholulwazi, Umjindi)	None	None
	Batho Pele institutionalized in municipalities	Number of Municipalities supported to institutionalize Batho Pele	4 Municipalities supported to institutionalize Batho Pele (Thembisile Hani, Dr JS Moroka, Chief Albert Luthuli and Govan Mbeki)	4 Municipalities supported to institutionalize Batho Pele (Dr JS Moroka, Thembisile Hani, Chief Albert Luthuli, and Govan Mbeki)	17 Municipalities supported to institutionalize Batho Pele	<b>Achieved</b> 17 Municipalities supported to institutionalize Batho Pele (All local municipalities in the province)	None	None

#### **Strategy to overcome areas of under performance**

- None

#### **Performance in relation to Standardised Outputs and Output Indicators for Sectors with Concurrent Functions**

- The Department did not have Standardised outputs and output indicator for sectors with concurrent function during the financial year under review and only reported on the Province specific outputs and output indicator as reflected on the Annual Performance Plan.
- There were no changes made on the performance indicators and targets after the re-tabling and approval of the Annual Performance Plan, however, adjustments to the budget were done.

#### **Progress on Institutional Response to the COVID-19 Pandemic**

Budget Programme	Intervention	Geographic location (Province/District/Local municipality) (Where possible)	No. of beneficiaries (Where Possible)	Disaggregation of Beneficiaries (Where possible)	Total Budget allocation per intervention (R'000)	Budget spent per intervention	Contribution to the Outputs in the APP (Where applicable)	Immediate outcomes
Local Governance	Not applicable	Not applicable	Not applicable	Not applicable	Not applicable	Not applicable	Not applicable	Not applicable

#### **Linking performance with budgets**

The budget for the programme has decreased 5.9 percent or R 12.324 million from R 209.779 million in 2019/20 compared to R 197.455 million in 2020/21. The programme has managed to spend 100 percent of the final budget and all planned targets were achieved.



### **Sub-programme expenditure**

Sub- Programme Name	2020/2021			2019/2020		
	Final Appropriation	Actual Expenditure	(Over)/ Under Expenditure	Final Appropriation	Actual Expenditure	(Over)/ Under Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000
Office Support	1 862	1 862	-	2 086	2 086	-
Municipal Administration	25 132	25 132	-	32 005	32 005	-
Municipal Finance	-	-	-	-	-	-
Public participation	163 389	163 389	-	167 473	167 470	3
Capacity Development	3 155	3 155	-	3 750	3 749	1
Municipal Performance Reporting and Evaluation	3 917	3 917	-	4 465	4 466	(1)
<b>Total</b>	<b>197 455</b>	<b>197 455</b>	<b>-</b>	<b>209 779</b>	<b>209 776</b>	<b>3</b>

### **4.3 Programme 3: Development and Planning**

#### **Purpose of the Programme**

This programme aims to strengthening Municipalities on development and planning requirements as well as coordinating and enhancing the delivering of quality infrastructure to improve the provision of basic services in local government level

#### **List of the sub-programmes**

- ✓ Strategy Development, Research, Policy and Planning (IDP Coordination)
- ✓ Spatial Planning
- ✓ Land Use Management
- ✓ Local Economic Development
- ✓ Municipal Infrastructure
- ✓ Water Services
- ✓ Disaster Management

#### **Outcome for the financial year under review**

- ✓ Improved planning, development coordination and access to basic services

#### **Outcomes, outputs, output indicators, targets and actual achievements tables**

**Table: 2.4.4.1: Outcomes, outputs, output indicators, targets and actual achievements table for the originally tabled Annual Performance Plan**

Programme: Development and Planning									
Sub-programme: Land Use Management									
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Target 2020/2021	Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement for 2020/2021	Reasons for deviation	Reasons for revisions to the Outputs / Output Indicators / Annual Targets
Improved planning, development co-ordination and access to basic services	Surveyed land in the province	Number of survey services rendered in the Province	243 Survey services rendered in the Province	249 Survey services rendered in the Province	200 survey services rendered in the Province	<b>Not Achieved</b>	Nil survey services rendered in the Province	The actual achievement represent the 1 <sup>st</sup> Quarter actual output only. Furthermore, the CoVID-19 National Lockdown regulations that prohibited travelling and public gathering prevented officials to render survey services	Revised the Annual Target and reduced from 200 to 115 survey services as a result of the advent of COVID-19

- Revised the Annual Target and reduced from 200 to 115 survey services in the Re-tabled APP as a result of the advent of COVID-19. The actual achievements represents the 1<sup>st</sup> Quarter performance only.
- All other Outputs, Output Indicators and Annual Targets for sub-programme Land Use Management were not revised and remained the same as reflected on table 2.4.4.2.

Programme: Development and Planning									
Sub-programme: Municipal Infrastructure									
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Target 2020/2021	Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement for 2020/2021	Reasons for deviation	Reasons for revisions to the Outputs / Output Indicators / Annual Targets
<b>Improved planning, development co-ordination and access to basic services</b>	MIG programme effectively implemented in municipalities	Number of Municipalities monitored on the implementation of MIG projects	17 Municipalities monitored on the implementation of MIG projects (All local municipalities in the province) An expenditure of R1.26 billion (70%) of the MIG allocation of R1.79 billion has been reported	17 Municipalities monitored on the implementation of MIG programme (All local municipalities in the province) An expenditure of R1.157 925 billion (64%) of the MIG allocation of R1.813 621 billion has been spent as at end of March 2020	17 Municipalities monitored on the implementation of MIG projects	<b>Achieved</b> 17 Municipalities monitored on the implementation of MIG projects (All local municipalities in the Province)	None	None	Revised Output by removing effectively, revised Output Indicator by replacing project with programme, reduced quarterly targets from 17 to 16 from 2 <sup>nd</sup> -4 <sup>th</sup> quarter due to the non-participating of Steve Tshwete LM in the MIG programme and further revised the Annual targets for 2021/22 and 2022/23 financial years.

- Revised Output by removing effectively, revised Output Indicator by replacing project with programme, reduced quarterly targets from 17 to 16 from 2<sup>nd</sup> -4<sup>th</sup> quarter due to the non-participating of Steve Tshwete LM in the MIG programme and further revised the Annual targets for 2021/22 and 2022/23 financial years on the number of municipalities monitored on the implementation of MIG projects indicator
- Reduced quarterly targets for the output indicator of “Number of PMUs in municipalities assessed on MIG performance” from 17 to 16 from 2<sup>nd</sup> to 4<sup>th</sup> quarters due to the non-participating of Steve Tshwete LM in the MIG programme.
- All other Outputs, Output Indicators and Annual Targets for sub-programme Municipal Infrastructure were not revised and remained the same as reflected on table 2.4.4.2.

Programme: Development and Planning									
Sub-programme: Disaster Management									
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Target 2020/2021	Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement for 2020/2021	Reasons for deviation	Reasons for revisions to the Outputs / Output Indicators / Annual Targets
<b>Improved planning, development, co-ordination and access to basic services</b>	Incidents free on major events coordinated in the Province	Number of provincial events supported	23 Events supported in the Province	30 Events supported in the Province	10 Provincial events supported	<b>Not achieved</b>	Nil Provincial Events supported	Officials responsible for events re-directed due to COVID-19 and no events were allowed to be supported. The actual achievement represents the 1 <sup>st</sup> Quarter only.	Reduced the annual target from 10 to 3 as a result of the advent of COVID-19.

- Revised the Annual Target and reduced from 10 to 3 in the Re-tabled APP as a result of the advent of COVID-19 and regulations of COVID-19 prevented large gatherings or events to be held. The actual achievement represents the 1<sup>st</sup> quarter only as the originally tabled APP was revised and re-tabled during the 2<sup>nd</sup> quarter.
- All other Outputs, Output Indicators and Annual Targets for sub-programme Disaster Management were not revised and remained the same as reflected on table 2.4.4.2.
- No revisions were made on Outputs, Output Indicators and Annual Targets on both the originally tabled and the Re-tabled APPs for sub-programmes Strategy development Research Policy and Planning (IDP Coordination), Spatial Planning, Local Economic Development and Water Services

**Table: 2.4.4.2: Outcomes, outputs, output indicators, targets and actual achievements table for the Re-tabled Annual Performance Plan**

Programme 3: Development and Planning								
Sub programme: Strategy Development, Research, Policy and Planning (IDP Coordination)								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Target 2020/2021	Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement for 2020/2021	Reasons for deviation
<b>Improved planning, development co-ordination and access to basic services</b>	Municipalities with reviewed IDPs	Number of municipalities monitored on the prescribed IDP process	20 Municipalities monitored on the IDP review process	20 Municipalities monitored on the IDP review process (All Municipalities in the Province)	20 Municipalities monitored on the prescribed IDP process	<b>Achieved</b> 20 Municipalities monitored on the prescribed IDP process (All Municipalities in the Province)	None	None
		Number of municipalities supported with the review of IDPs	20 Municipalities supported with the development of IDPs	20 Municipalities supported with the development of 2020/21 IDPs (All Municipalities in the Province)	20 Municipalities supported with the review of IDPs	<b>Achieved</b> 20 Municipalities supported with the review of IDPs (All Municipalities in the Province)	None	None
	Rural Development Chapter integrated in IDPs	Number of draft District IDPs with Rural Development Chapter	-	-	3 Draft District IDPs with Rural Development Chapter	<b>Achieved</b> 3 Draft District IDPs with Rural Development Chapter developed	None	None
	Draft District Development Model Plans developed	Number of district municipalities monitored on the development of District Development Model plans	-	-	3 District municipalities monitored on the development of District Development Model plans	<b>Achieved</b> 3 District municipalities monitored on the development of District Development Model plans	None	None

Programme 3: Development and Planning								
Sub programme: Spatial Planning								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Target 2020/2021	Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement for 2020/2021	Reasons for deviation
<b>Improved planning, development co-ordination and access to basic services</b>	Municipal SDFs compliant with SPLUMA provisions	Number of Municipalities supported with SDF alignment to the SPLUMA provisions	20 Municipalities supported with the implementation of SPLUMA	20 Municipalities supported with the implementation of SPLUMA on spatial planning (All municipalities in the Province)	20 Municipalities supported with SDF alignment to the SPLUMA provisions	<b>Achieved</b> 20 Municipalities supported with SDF alignment to the SPLUMA provisions (All municipalities in the Province)	None	None
	Municipal GIS compliant with SDI Act provision	Number of Municipalities supported with GIS implementation in line with the SDI Act provisions	20 Municipalities supported on GIS	20 Municipalities supported on GIS (All municipalities in the Province)	8 Municipalities supported with GIS implementation in line with the SDI Act provisions	<b>Achieved</b> 8 Municipalities supported with GIS implementation in line with the SDI Act provisions (Ehlanzeni DM, Bushbuckridge, Govan Mbeki, Msukaligwa, Nkangala DM, Gert Sibande DM, Steve Tshwete and Nkomazi)	None	None
	Municipal SDFs implemented	Number of Municipalities supported with SDF implementation	20 Municipalities assessed on the implementation of SDFs	20 Municipalities assessed on the implementation of SDFs (All municipalities in the Province)	20 Municipalities supported with SDF implementation	<b>Achieved</b> 20 Municipalities supported with SDF implementation (All municipalities in the Province)	None	None
	Provincial Spatial Development Framework (PSDF) proposal initiated	Number of PSDF proposals initiated	-	-	2 PSDF proposals initiated	<b>Achieved</b> 2 PSDF proposals initiated <b>(Nkomazi RSDF:</b> Appointment of the Service Provider has been concluded) <b>(Human Settlement Master Plan:</b> The draft has been compiled and is going through the consultation processes)	None	None

Programme 3: Development and Planning								
Sub programme: Land Use Management								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Target 2020/2021	Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement for 2020/2021	Reasons for deviation
<b>Improved planning, development co-ordination and access to basic services</b>	Planning evaluations conducted	Number of planning evaluations conducted	58 Development applications evaluated for comments	40 Development applications evaluated for comments	30 Planning evaluations conducted	<b>Achieved</b> 34 Planning evaluation conducted	4 additional planning evaluations conducted	More applications received for planning evaluations
	Surveyed land in the province	Number of survey services rendered in the Province	243 Survey services rendered in the Province	249 Survey services rendered in the Province	115 Survey services rendered in the Province	<b>Achieved</b> 117 Survey services rendered in the Province	2 Additional survey services rendered	More requests for surveying services received
	SPLUMA on land use management effectively implemented	Number of Municipalities supported in the implementation of SPLUMA on LUM	19 Municipalities supported in the implementation of SPLUMA on LUM (Thaba Chweu, Bushbuckridge, Victor Khanye, Msukaligwa, Chief Albert Luthuli, Nkomazi, Lekwa, Mkhondo, Dr JS Moroka, Thembisile Hani, Emakhaseni, Nkangala, Dipaleseng, Dr Pixley Ka Isaka Seme, City of Mbombela, Govan Mbeki, Gert Sibande, Steve Tshwete and Emalaheni)	19 Municipalities supported in the implementation of SPLUMA on LUM (Thaba Chweu, Bushbuckridge, Victor Khanye, Msukaligwa, Chief Albert Luthuli, Nkomazi, Lekwa, Mkhondo, Dr JS Moroka, Thembisile Hani, Emakhaseni, Nkangala, Dipaleseng, Dr Pixley Ka Isaka Seme, City of Mbombela, Govan Mbeki, Gert Sibande, Steve Tshwete and Emalaheni)	20 Municipalities supported in the implementation of SPLUMA on LUM	<b>Achieved</b> 20 Municipalities supported in the implementation of SPLUMA on LUM (All municipalities in the province)	None	None
	Tenure upgrading implemented in settlements	Number of settlements supported with tenure upgrading processes	1 Settlement supported with tenure upgrading (Thembisile Hani)	1 Settlement supported with tenure upgrading (Kwaggafontein at Thembisile Hani local municipality)	2 Settlements supported with tenure upgrading processes	<b>Achieved</b> 2 Settlements supported with tenure upgrading processes (Kwaggafontein A, Ext. 3 and Siyabuswa C)	None	None

Programme 3: Development and Planning								
Sub programme: Local Economic Development								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Target 2020/2021	Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement for 2020/2021	Reasons for deviation
<b>Improved planning, development coordination and access to basic services</b>	Functional LED Forums	Number of Municipalities monitored on the functionality of LED Forums	20 Municipalities monitored on the functionality of the LED Stakeholder Forums	20 Municipalities monitored on the functionality of the LED Stakeholder Forums (All municipalities in the Province)	20 Municipalities monitored on the functionality of LED Forums	<b>Achieved</b> 20 Municipalities monitored on the functionality of LED Forums (All municipalities in the Province)	None	None
	Final Draft LED Strategies	Number of Municipalities supported to review LED strategies	3 Municipalities supported to review municipal LED strategies (Chief Albert Luthuli, Nkomazi and Thaba Chweu)	3 Municipalities supported to review LED strategies (Bushbuckridge; Mkhondo and Steve Tshwete)	3 Municipalities supported to review LED strategies	<b>Achieved</b> 3 Municipalities supported to review LED strategies (Msumkaliswa, Dr Pixley Ka Isaka Seme and Victor Khanye)	None	None
	Established partnerships to implement Anti-Poverty Strategy	Number of partnership established to implement Anti-Poverty Strategy	-	-	3 Partnerships established to implement the Anti-Poverty Strategy	<b>Achieved</b> 3 Partnerships established to implement the Anti-Poverty Strategy (Old Mutual, TRAC N4 and Voices on Youth)	None	None
	Work opportunities created through CWP	Number of municipalities monitored on the implementation of CWP	17 Municipalities monitored on CWP (All local municipalities in the province)	17 Municipalities monitored on CWP (All local municipalities in the province)	17 Municipalities monitored on the implementation of CWP	<b>Achieved</b> 17 Municipalities monitored on the implementation of CWP (All local municipalities in the Province)	None	None
	Work opportunities created through the EPWP (Youth Waste Management Project)	Number of Work opportunities created through EPWP (YWMP)	106 Work opportunities created through Youth Waste Management project	93 Work opportunities created through Youth Waste Management project	140 Work Opportunities created through EPWP (YWMP)	<b>Achieved</b> 140 Work Opportunities created through EPWP (YWMP)	None	None
	Municipal Youth desks	Number of Municipal Youth desks established	-	-	6 Municipal Youth desks established	<b>Achieved</b> 6 Municipal Youth desks established (Emalaheni, Bushbuckridge, Steve Tshwete, Chief Albert Luthuli, City of Mbombela and Govan Mbeki)	None	None



Programme 3: Development and Planning								
Sub programme: Municipal Infrastructure								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Target 2020/2021	Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement for 2020/2021	Reasons for deviation
Improved planning, development co-ordination and access to basic services	Municipal Plans implemented	Number of municipalities supported on implementation of municipal plans through Provincial PMU	-	-	4 Municipalities supported on implementation of municipal plans through Provincial PMU	<b>Achieved</b> 4 Municipalities supported on implementation of municipal plans through Provincial PMU (Lekwa, Emalahleni, Thaba Chweu and Govan Mbeki)	None	None
	MIG programme implemented in municipalities	Number of Municipalities monitored on the implementation of MIG programme	17 Municipalities monitored on the implementation of MIG projects (All local municipalities in the province) An expenditure of R1.26 billion (70%) of the MIG allocation of R1.79 billion has been reported	17 Municipalities monitored on the implementation of MIG projects (All local municipalities in the province) An expenditure of R1.157 925 billion (64%) of the MIG allocation of R1.813 621 billion has been spent as at end of March 2020	17 Municipalities monitored on the implementation of MIG programme	<b>Achieved</b> 17 Municipalities monitored on the implementation of MIG programme (All local municipalities in the Province) An expenditure of R1.18 billion (68%) of the MIG allocation of R1.73 billion has been reported as at end of March 2021	None	None
	PMU performance Assessed on MIG programme	Number of PMUs in municipalities assessed on MIG performance	17 PMUs in Municipalities evaluated on MIG performance (All local municipalities in the Province)	17 PMUs in Municipalities evaluated on MIG performance (All local municipalities in the Province)	17 PMUs in municipalities assessed on MIG performance	<b>Achieved</b> 17 PMUs in municipalities assessed on MIG performance (All local municipalities in the Province)	None	None
	Municipalities supported with review of CIPs	Number of municipalities supported with review of CIPs	-	-	5 Municipalities supported with review of CIPs	<b>Achieved</b> 5 Municipalities supported with review of CIPs (Thaba Chweu, Bushbuckridge, Nkomazi, City of Mbombela and Steve Tshwete)	None	None
	Improved access to basic services through Service delivery programmes (Water, Sanitation, Electricity and Refuse Removal)	Number of municipalities supported on service delivery programmes (Water, Sanitation, Electricity and Refuse Removal)	17 Municipalities monitored on the implementation of infrastructure delivery programmes (All local municipalities in the Province)	17 Municipalities monitored on the implementation of infrastructure delivery programmes (Water, Sanitation, Electricity and Refuse Removal) (All local municipalities in the Province)	17 Municipalities supported with service delivery programmes (Water, Sanitation, Electricity and Refuse Removal)	<b>Achieved</b> 17 Municipalities supported with service delivery programmes (Water, Sanitation, Electricity and Refuse Removal) (All local municipalities in the Province)	None	None

Programme 3: Development and Planning								
Sub programme: Water Services								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Target 2020/2021	Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement for 2020/2021	Reasons for deviation
Improved planning, development, coordination and access to basic services	Municipalities monitored on the functionality of Water Treatment Plants	Number of municipalities monitored on the functionality of Water Treatment Plants	17 Municipalities monitored on the status of WTW (All local municipalities in the Province)	17 Municipalities monitored on the status of WTW (All local municipalities in the Province)	17 Municipalities monitored on the functionality of Water Treatment Plants	<b>Achieved</b> 17 Municipalities monitored on the functionality of Water Treatment Plants (All local municipalities in the Province)	None	None
	Municipalities monitored on the functionality of Waste Water Treatment Plants	Number of municipalities monitored on the functionality of Waste Water Treatment Plants	17 Municipalities monitored on the status of WWTW (All local municipalities in the Province)	17 Municipalities monitored on the status of WWTW (All local municipalities in the Province)	17 Municipalities monitored on the functionality of Waste Water Treatment Plants	<b>Achieved</b> 17 Municipalities monitored on the functionality of Waste Water Treatment Plants (All local municipalities in the Province)	None	None
	Municipalities supported to implement indigent policies	Number of municipalities supported to implement indigent policies	17 Municipalities supported to implement indigent policies (FBS)	17 Municipalities supported to implement indigent policies (FBS) (All local municipalities in the Province)	17 Municipalities supported to implement indigent policies	<b>Achieved</b> 17 Municipalities supported to implement indigent policies (All local municipalities in the Province)	None	None

Programme 3: Development and Planning								
Sub programme: Disaster Management								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Target 2020/2021	Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement for 2020/2021	Reasons for deviation
Improved planning, development, coordination and access to basic services	Disaster Risk Reduction Strategies implemented in the Province	Number of disaster risk reduction strategies implemented	17 Municipalities supported on Disaster risk reduction campaigns (All local municipalities in the Province)	17 Municipalities supported on Disaster risk reduction campaigns (All local municipalities in the Province)	17 Disaster risk reduction strategies implemented	<b>Achieved</b> 17 Disaster risk reduction strategies implemented (All local municipalities in the Province)	None	None
	Incidents free on major events coordinated in the Province	Number of provincial events supported	23 Events supported in the Province.	30 Events supported in the Province	3 Provincial events supported	<b>Achieved</b> 9 Provincial events supported (Launch of transport month, Land Claim Imbizo, Launch Festive season, Launch 16 Days of Activism, Mpumalanga Cultural Experience, SATMA Awards, Festive Season Operations, SOPA and Launch of the Easter Festive Operations)	6 Additional Provincial Events supported	There was a demand for more events to be supported in the Province
	Functional Fire Brigade Services in municipalities	Number of municipalities supported on the implementation of Fire prevention strategies	5 Municipalities supported on fire brigade services (Thaba Chweu, Victor Khanye, Emakhazeni, Dipaleseng and Dr Pixley Ka Isaka Seme)	15 Municipalities supported on fire brigade services (Bushbuckridge, Nkomazi, Chief Albert Luthuli, Lekwa, Mkhondo, Dipaleseng, Msukaligwa, Govan Mbeki, Dr Pixley Ka Isaka Seme, Emakhazeni, Steve Tshwete, Emalahleni, Victor Khanye, Thembisile Hani and Dr JS Moroka)	17 Municipalities supported on the implementation of Fire prevention strategies	<b>Achieved</b> 17 Municipalities supported on the implementation of Fire prevention strategies (All local municipalities in the Province)	None	None
	Functional Disaster Management Centres	Number of municipalities supported to maintain functional Disaster Management Centres	3 Municipalities supported to maintain functional Municipal Disaster Management Centres (All District Municipalities in the Province)	3 Municipalities supported to maintain functional Municipal Disaster Management Centres (All District Municipalities in the Province)	3 Municipalities supported to maintain functional Disaster Management Centres	<b>Achieved</b> 3 Municipalities supported to maintain functional Disaster Management Centres (Gert Sibande, Nkangala and Ehlanzeni District municipalities)	None	None

**Strategy to overcome areas of under performance**

- None

**Performance in relation to Standardised Outputs and Output Indicators for Sectors with Concurrent Functions**

- The Department did not have Standardised outputs and output indicator for sectors with concurrent functions during the financial year under review, only the Province specific outputs and output indicators were reported as reflected on the Annual Performance Plan.
- There were no changes made on the performance indicators and targets after the re-tabling and approval of the Annual Performance Plan, however, adjustments to the budget were done.

**Progress on Institutional Response to the COVID-19 Pandemic**

Budget Programme	Intervention	Geographic location (Province/District/Local municipality) (Where possible)	No. of beneficiaries (Where Possible)	Disaggregation of Beneficiaries (Where possible)	Total Budget allocation per intervention (R'000)	Budget spent per intervention	Contribution to the Outputs in the APP (Where applicable)	Immediate outcomes
Development and Planning	Covid-19 (PPE Supply)	District (Ehlanzeni, Nkangala and Gert Sibande)	3 District municipalities (Ehlanzeni, Nkangala and Gert Sibande)	Not possible	6 392	6 392	Not applicable	Not applicable

- Personal Protective Equipment (PPEs) Distributed to District municipalities in the Province

**Linking performance with budget**

The final budget for the programme amounts to R 97.650 million and has increased by 16.2 percent or R 13.607 million from R 84.043 million in 2019/20. This is due to the once off allocations of the procurement of Disaster Relief Materials. The programme has managed to spend 100 per cent of the final allocation and has in turn achieved 100 per cent of the planned targets for the financial year.

**Sub-programme expenditure**

Sub- Programme Name	2020/2021			2019/2020		
	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000
Office Support	1 790	1 790	-	1 834	1 830	4
Strategy Development, Research and Policy (IDP)	4 468	4 468	-	6 087	6 084	3
Spatial Planning	12 455	12 455	-	15 186	15 186	-
Land Use Management	2 485	2 485	-	2 642	2 642	-
Local Economic Development	7 614	7 613	1	6 746	6 745	1
Municipal Infrastructure	7 458	7 457	1	4 856	4 850	6
Disaster Management	61 380	61 358	22	46 692	46 688	4
<b>Total</b>	<b>97 650</b>	<b>97 626</b>	<b>24</b>	<b>84 043</b>	<b>84 025</b>	<b>18</b>

## Programme 4: Traditional Institutional Management

### Purpose of the Programme

To strengthen the institution of Traditional Leaders in order to fulfil its mandate through sound financial and administrative management of Traditional Councils.

### List of the sub-programmes

- ✓ Traditional Institutional Administration
- ✓ Traditional Resource Administration
- ✓ Rural Development Facilitation
- ✓ Traditional Land Administration

### Outcome for the financial year under review

- ✓ Improved performance of Traditional Councils

### Outcomes, outputs, output indicators, targets and actual achievements tables

#### 2.4.4.1: Outcomes, outputs, output indicators, targets and actual achievements table for the originally tabled Annual Performance Plan

Programme: Traditional Institutional Management Sub-programme: Traditional Resource Administration									
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Target 2020/2021	Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement for 2020/2021	Reasons for deviation	Reasons for revisions to the Outputs / Output Indicators / Annual Targets
Improved performance of Traditional Councils	Traditional / Kings Councils holding cultural ceremonies	Number of Traditional / Kings Councils supported on the holding of cultural ceremonies	59 Traditional / Kings Councils supported on the holding of cultural ceremonies	55 Traditional / Kings Councils supported on the holding of cultural ceremonies	56 Traditional / Kings Councils supported on the holding of cultural ceremonies	<b>Not achieved</b>	56 Traditional / Kings Councils not supported on the holding of cultural ceremonies	All Traditional Councils' cultural ceremonies have been suspended due to COVID-19 pandemic in the 2020/21 financial year	Revised the Annual Target and reduced from 56 to 10 in the Re-tabled APP as a result of the advent of COVID-19, which prohibited travelling and public gathering, and this resulted in the Department suspending all cultural ceremonies in the 2020/21 financial year

- Revised the Annual Target and reduced from 56 to 10 in the Re-tabled APP as a result of the advent of COVID-19, which prohibited travelling and public gathering, and this resulted in the Department suspending all cultural ceremonies in the 2020/21 financial year, with the actual achievements on the output indicators representing the 1<sup>st</sup> Quarter 2020/21 performance only.
- All other Outputs, Output Indicators and Annual Targets for sub-programme Traditional Resource Administration were not revised and remained the same as reflected on table 2.4.4.2.

Programme: Traditional Institutional Management Sub-programme: Rural Development Facilitation									
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Target 2020/2021	Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement for 2020/2021	Reasons for deviation	Reasons for revisions to the Outputs / Output Indicators / Annual Targets
Improved performance of Traditional Councils	Traditional Councils participating in Municipal Council sittings	Number of Senior Traditional Leaders participating in Municipal Councils	28 Traditional Leaders in 3 Districts mobilised to participate in Municipal Councils	30 Traditional Leaders supported to participate in Municipal Councils	40 Senior Traditional Leaders supported to participate in Municipal Councils	<b>Not Achieved</b> 5 Senior Traditional Leaders supported to participate in Municipal Councils	35 Senior Traditional Leaders not supported to participate in Municipal Councils	The actual achievement represent the 1 <sup>st</sup> Quarter actual output only.	Revised the Annual Target and reduced from 40 to 11 in the Re-tabled APP as a result of the advent of COVID-19,

- Revised the Annual Target on Traditional Councils participating in Municipal Councils and reduced from 40 to 11 in the Re-tabled APP as a result of the advent of COVID-19 and actual achievement representing the 1<sup>st</sup> Quarter performance only.
- All other Outputs, Output Indicators and Annual Targets for sub-programme Rural Development Facilitation were not revised and remained the same as reflected on table 2.4.4.2.
- No revisions were done on all Outputs, Output Indicators and Annual Targets, with the actual achievements on the output indicators for the sub programmes of Traditional Institutional Administration and Traditional Land Administration, they remained the same as reflected on table 2.4.4.2.

**Table: 2.4.4.2: Outcomes, outputs, output indicators, targets and actual achievements tables for the Re-tabled Annual Performance Plan**

Programme 4: Traditional Institutional Management								
Sub programme: Traditional Institutional Administration								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Target 2020/2021	Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement for 2020/2021	Reasons for deviation
Improved performance of Traditional Councils	Capacity building programmes implemented for Traditional Councils	Number of Capacity building programmes implemented for Traditional Councils	2 Capacity building programmes implemented for Traditional Councils (Legislative Prescripts and Financial Management)	2 Capacity building programmes implemented for Traditional Councils (Legislative Prescripts and Financial Management) in 3 Districts conducted	2 Capacity building programmes implemented in Traditional Councils	<b>Achieved</b> 2 Capacity building programmes implemented for Traditional Councils (District Development Model and Financial Management)	None	None
	Traditional Leadership succession claims / disputes processed	Number of Traditional leadership succession claims / disputes processed	100% (8) Successions claims / disputes processed	100% (6) Successions claims / disputes processed	6 Traditional Leadership succession claims / disputes processed	<b>Achieved</b> 6 Traditional Leadership succession claims / disputes processed: ( <b>Somloyisani</b> – Chieftainship recognition; <b>Sebotho-ma</b> – Chieftainship recognition; <b>Chiloane</b> – application for a Regent for Moletele TC by the Bakgomana Ba Chiloane; <b>Mr MF Mashego</b> – disputing the current incumbent of the Traditional Council; <b>Sothinabantu</b> – Chieftaincy claim; <b>Mr Mahlangu</b> – Request for recognition of 20 Senior Traditional Leaders under King Ndzundza Ka Musi II)	None	None
	Traditional councils supported to perform their functions	Number of Traditional Councils supported to perform their functions	60 Traditional Councils supported to perform their functions	60 Traditional Councils supported to perform their functions	60 Traditional Councils supported to perform their functions	<b>Achieved</b> 60 Traditional Councils supported to perform their functions (All Traditional Councils in the Province)	None	None



Programme 4: Traditional Institutional Management								
Sub programme: Traditional Resource Administration								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Target 2020/2021	Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement for 2020/2021	Reasons for deviation
Improved performance of Traditional Councils	Tool of trade provided to Traditional Councils verified	Number of Traditional Councils' tools of trade verified	60 Traditional Councils monitored on the usage of Tools of trade	1 Tool of trade procured but not provided to Traditional Councils due to the CoVID-19 National Lock-down	60 Traditional Councils' tools of trade verified	<b>Achieved</b> 60 Traditional Councils' tools of trade verified (All Traditional Councils in the Province)	None	None
	Traditional / Kings Councils holding cultural ceremonies	Number of Traditional / Kings Councils supported on the holding of cultural ceremonies	59 Traditional / Kings Councils supported on the holding of cultural ceremonies	60 Traditional / Kings Councils supported on the holding of cultural ceremonies	10 Traditional / Kings Councils supported on the holding of cultural ceremonies	<b>Not achieved</b>	10 Traditional / Kings Councils not supported	All Traditional Councils' cultural ceremonies have been suspended due to COVID-19 pandemic in the 2020/21 financial year

Programme 4: Traditional Institutional Management								
Sub programme: Rural Development Facilitation								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Target 2020/2021	Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement for 2020/2021	Reasons for deviation
Improved performance of Traditional Councils	Traditional Councils participating in Municipal Council sittings	Number of Senior Traditional Leaders participating in Municipal Councils	28 Traditional Leaders in 3 Districts mobilised to participate in Municipal Councils	42 Traditional Leaders supported to participate in Municipal Councils	11 Senior Traditional Leaders supported to participate in Municipal Councils	<b>Achieved</b> 11 Senior Traditional Leaders supported to participate in Municipal Councils (Moreipuso, Mandlamakhulu, Nd-zundza Fene, Bakgatla Ba Moepi, KwaNdwalaza, Mdluli, Enikwakuyengwa, Hoxane, Mathibela, Ogenyaneni and Hhoyi)	None	None

Programme 4: Traditional Institutional Management								
Sub programme: Rural Development Facilitation								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Target 2020/2021	Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement for 2020/2021	Reasons for deviation
	Traditional Councils participating in IDP processes	Number of Traditional Councils participating in IDP processes	55 TCs mobilized to participate in municipal IDP processes	55 Traditional Councils supported to participate in the IDP processes	56 Traditional Councils supported to participate in the IDP processes	<b>Achieved</b> 56 Traditional Councils supported to participate in the IDP processes (Moreipuso, Mogane, Thabakgolo, Malele, Ogenyaneni, Amashangana, Sethlare, Gutshwa, Hhoyi, Masoyi, Msogwaba, Mbuyane, Enkambeni, Lugedlane, Ebutsini, Somcuba Bhevula, Ndlela, Mandlamakhulu, Embhuleni, Enikwakuyengwa, Mahlaphahlapha, Ndzundza Somphalali, Bakgatla Ba Mmakau, Ndzundza Manbusa, Madabukela, Duma, Emfumbeni, Mpisikazi, Manala Mgibe, Barolong Ba-Leffi, Ndzundza Mabhoko, Manala Makerane, Mawewe, Manala Mbongo, Ndzundza Pungutsha, Mnisi, Moletele, Bakgatla Ba Moepe, Bakgatla Ba Seabe, Mdluli, Mandlangampisi, Hhoyi, Hoxane, Enkhaba, Lomshiyo, Mhlaba, Mathibela, Emjindini, Mlambo, KwaNdwalaza, Kgarudi, Mashilane, Ndzundza Fene, Bakgatla Ba Mmakau, Lekgoetla and Jongilanga)	None	None

Programme 4: Traditional Institutional Management								
Sub programme: Rural Development Facilitation								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Target 2020/2021	Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement for 2020/2021	Reasons for deviation
	Traditional Councils participating in Ward Committees	Number of Traditional Councils participating in Ward Committees	30 Traditional Councils mobilised to participate in Ward Committees (Hoxane, Matsamo, Mashilane, Moletele, Mathibela, Enkambeni, Mahlaba, Kgarudi, Sethlare, Hhoyi, Madabukele, Duma, Msogwaba, Ogenyaneni, KwaNdwalaza, Enikwakuyengwa, Mahlaphahla-pha, Embhuleni, Mandlangampisi, Ebutsini, Bakgatla Ba Maloka, Ndzundza Fene, Ndzundza Phungutsha, Ndzundza Mabhoko, Bakgatla Ba Seabe, Manala Makerana, Manala Mgibe, Ndzundza Somphalali, Malele and Ndlela)	35 Traditional Councils mobilised to participate in ward committees: (Somcuba Bhevula, Embhuleni, Jongilanga, Manala Mgibe, Bakgatla Ba Mmakau, Moreipuso, Amashangana, Ebutsini, Ndlela, Bakgatla Ba Maloka, Bakgatla Ba Moepi, Mogane, Mohlala Morudi, Mashilane, Manala Makerane, Barolong Ba Lefifi, Gutshwa, Lekgoetla, Ndzundza Somphalali, Msogwaba, Mandlamakhulu, Malele, Ogenyaneni, Bakgatla Ba Seabe, Mawewe, Lomshiyoy, Mlambo, Mnisi, Madlangampisi, Mbuyane, Hhoyi, Duma, Siboshwa, Mathibela, KwaNdwalaza)	40 Traditional Councils participating in Ward Committees	<b>Achieved</b> 40 Traditional Councils participating in Ward Committees (Malele, Ebutsini, Mandlangampisi, Ndzundza Somphalali, Ndzundza Mabusu, Thabakgolo, Embhuleni, Jongilanga, Manala Mbhongo, Ndzundza Mabhoko, Ogenyaneni, KwaNdwalaza, Manala Mgibe, Mathibela, Sethlare, Moletele, Bakgatla Ba Maloka, Ndlela, Ndzundza Pungutja, Mnisi, Barolong Ba Lefifi, Emfumbeni, Mpsikazi, Mahlaphahla-pha, Mhlababa, Luge-dlane, Hhoyi, Enkhaba, Lekgoetla, Duma, Masoyi, Mbuyane, Nkambeni, Moreipuso, Somcuba Bhevula, Mandlamakhulu, Mlambo, Ndzundza Fene, Mashilane, Mogane)	None	None

Programme 4: Traditional Institutional Management								
Sub programme: Rural Development Facilitation								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Target 2020/2021	Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement for 2020/2021	Reasons for deviation
	Traditional Councils participating in OVS war rooms	Number of TCs participating in OVS war rooms	30 TCs mobilised to participate in OVS war rooms (Emjindini, Msogwaba, Moletele, Ebutsini, Mahlaphahlapha, Enikwakuyengwa, Enkhaba, Somcuba Bhevula, Embhuleni, Mandlangampisi, Ndlela, Emfumbeni, Duma, Mpsikazi, Madabukela, Mandlamakhulu, Lekgoetla, KwaNdwalaza, Mantjolo, Ogenyaneni, Ndzundza Somphalali, Mambo, Gutshwa, Ndzundza Phungutsha, Barolong Ba Lefifi, Bakgatla Ba Mmakau, Bakgatla Ba Seabe, Masoyi, Mbuyane and Mpakeni)	34 TCs mobilised to participate in OVS war rooms (Mhlaba, Enkhaba, Emjindini, Lekgoetla, Kwalugedlane, Thabakgolo, Mantjolo, Ndzundza Somphalali, Manala Mgibe, Malele, Moreipuso, Embhuleni Mandlamakhulu, Kwandwalaza, Mpakeni, Madabukela, Mlambo, Mahlaphahlapha, Sethlare, Kgarudi, Hoxane, Somcuba Bhevula, Lomshiyo, Mpsikazi, Mnisi, Ogenyaneni, Mawewe, Ndlela, Madlangampisi Mogane Msogwaba, Enikwakuyengwa, Matsamo, Moletele)	40 TCs participating in OVS war rooms	<b>Achieved</b> 40 TCs participating in OVS war rooms (Manala Mgibe, Mbuyane, Emjindini, Amashangana, Mlambo, Hhoyi, Moreipuso, Msogwaba, Lomshiyo, Malele, Madabukela, Mahlaphahlapha, Ndzundza Pungutshe, Moletele, Kgarudi, Mashilane, Mathibela, Mohlala Morudi, Jongilanga, Bakgatla Ba Mmakau, Mpakeni, Mogane, Enkambeni, Luggedlane, Mnisi, Hoxane, Mhlaba, Thabakgolo, Duma, Sthlare, Gutshwa, Mawewe, Manala Makerane, Masoyi, Bakgatla Ba Seabe, Ndzundza Fene, Ndzundza Mabusasa, Bakgatla Ba Moepi, Bakgatla Ba Moloka, Ndlela)	None	None

Programme 4: Traditional Institutional Management								
Sub programme: Rural Development Facilitation								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Target 2020/2021	Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement for 2020/2021	Reasons for deviation
	Partnership Agreements that exist between Traditional Councils and PPPs (formal or informal)	Database on Partnership Agreements that exist between Traditional Councils and PPPs (formal or informal)	3 Partnership Agreements that exist between Traditional Councils and PPPs <b>Formal Partnership Agreements:</b> -Vodacom (Pty) Ltd and Msogwaba TC –(rights of servitudes to communication tower) <b>Informal Partnership Agreements:</b> -Enkambeni TC & Enkambeni Lodge -Vodacom (Pty) Ltd and Masoyi TC – (rights of servitudes to communication tower)	3 Partnership Agreements that exist between Traditional Councils and PPPs (formal or informal) (Vodacom (PTY) LTD Lease agreement and Mbuyane TC - formal) (Partnership between Chris Van Skakweik (Mdluli Safari Lodge) and Mdluli TC -Informal) (Vodacom (Pty)Ltd and Barolong Ba Lefifi TC - Formal)	1 Database on Partnership Agreements that exist between Traditional Councils and PPPs (formal or informal)	<b>Achieved</b> 1 Database on Partnership Agreements that exist between Traditional Councils and PPPs (formal or informal) developed	None	None

Programme 4: Traditional Institutional Management								
Sub programme: Traditional Land Administration								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Target 2020/2021	Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement for 2020/2021	Reasons for deviation
<b>Improved performance of Traditional Councils</b>	Traditional land cases resolved	Number of traditional land cases resolved within two months of receipts	23 Traditional land cases resolved within 2 months of receipt	16 Traditional land cases resolved within 2 months of receipt	16 Traditional land cases resolved within 2 months of receipt	<p><b>Achieved</b></p> <p>17 Traditional land cases resolved within 2 months of receipt</p> <p><b>(Illegal stands allocation – Siboshwa TC v/s Mr Thobela;</b></p> <p><b>Land dispute – Gutshwa TC v/s Mr Makhabane; Business site dispute – Mr Mgwenya v/s/ Mr Shongwe; Land invasion – Mpisikazi TC v/s Mr Vincent Masina; Boundary dispute between Mdluli TC and Enkambeni TC; Stand dispute – Mr Richard Malumane v/s Enkambeni TC; Stand / house dispute – Msogwaba TC v/s Ms Nkhosi; Land dispute between Mokoena family and Mdluli TC; Land dispute between Mgwenya families and Gutshwa TC; Land dispute between Sethlare TC and Local Farmers; Land dispute between Moreipuso TC and Local Farmers; Land dispute between Mpakeni TC and Mdluli family; Land dispute between Msogwaba and Mr SD Nkosi; Land dispute between Ms Sibongile Mabuza and Neighbour (Mr Khumalo – Gutshwa TC; Stand dispute between Ms Elizabeth Mabuza and Mr Mfundi Michael Ntimane; Business stand dispute between Mbuyane TC and Mhlabane Family; Business stand dispute between Mbuyane TC and Ms Noluthando Shabangu)</b></p>	1 Additional Traditional land case resolved	More land cases resolved than planned output



Programme 4: Traditional Institutional Management								
Sub programme: Traditional Land Administration								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Target 2020/2021	Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement for 2020/2021	Reasons for deviation
	Traditional Councils participating in Land Use Planning	Number of traditional councils participating in Land use Planning	40 TCs mobilized to participate in spatial planning	47 TCs mobilized to participate in spatial planning	50 Traditional Councils participating in Land Use Planning	<b>Achieved</b> 50 Traditional Councils participating in Land Use Planning (Moreipuso, Mogane, Thabakgolo, Malele, Hoxane, Moletele, Mathibela, Amashangana, Sethlare, Jongilanga, Mpakeni, Gutshwa, Hhoyi, Lomshiyi, Masoyi, Mhlaba, Msogwaba, Mbuyane, Mlambo, Emjindini, Nkambeni, Luggedlane, Kgarudi, Mnisi, Ndlela, Lekgoetla, Mandlamakhulu, Ebutsini, Embhuleni, Enikwakuyengwa, Ogenyaneni, Madabukela, KwaNdwalalza, Mahlaphahla, Duma, Emfumbeni, Somcuba Bhevula, Enkhaba, Mpisikazi, Mandlangampisi, Bakgatla Ba Moepi, Ndzundza Fene, Manala Mgibe, Barolong Ba Lefifi, Ndzundza Mabhoko, Manala Makerane, Ndzundza Somphalali, Bakgatla Ba Mmakau, Ndzundza Mabusa and Manala Mbhongo)	None	None

**Strategy to overcome areas of under performance**

None

**Performance in relation to Standardised Outputs and Output Indicators for Sectors with Concurrent Functions**

- The Department did not have Standardised outputs and output indicator for sectors with concurrent functions during the financial year under review, only the Province specific outputs and output indicators were reported as reflected on the Annual Performance Plan.
- There were no changes made on the performance indicators and targets after the re-tabling and approval of the Annual Performance Plan, however, adjustments to the budget were done.

**Progress on Institutional Response to the COVID-19 Pandemic**

Budget Programme	Intervention	Geographic location (Province/District/Local municipality) (Where possible)	No. of beneficiaries (Where Possible)	Disaggregation of Beneficiaries (Where possible)	Total Budget allocation per intervention (R'000)	Budget spent per intervention	Contribution to the Outputs in the APP (Where applicable)	Immediate outcomes
Traditional Institutional Management	Not applicable	Not applicable	Not applicable	Not applicable	Not applicable	Not applicable	Not applicable	Not applicable

**Linking performance with budgets**

The budget for the programme had significantly decreased by R 36.106 million or 24.7 percent from R 146.318 million in 2019/20 to R 110.212 million in 2020/21. This decrease is due to the suspension of Annual traditional ceremonies in the traditional councils. The programme has managed to spend 100 percent, however not all planned targets were achieved.

**Sub-programme expenditure**

Sub- Programme Name	2020/2021			2019/ 2020		
	Final Appropriation	Actual Expenditure	(Over)/ Under Expenditure	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000
Office Support	1 720	1 720	-	2 017	2 015	2
Traditional Institution Administration	13 971	13 971	-	17 263	17 261	2
Traditional Resource Administration	83 153	83 112	41	117 815	117 812	3
Rural Development Facilitation	8 090	8 087	3	5 788	5 786	2
Traditional Land Administration	3 278	3 277	1	3 435	3 433	2
<b>Total</b>	<b>110 212</b>	<b>110 167</b>	<b>45</b>	<b>146 318</b>	<b>146 307</b>	<b>11</b>

#### 4.4 Programme 5: House of Traditional Leaders

##### Purpose of the Programme

The Mpumalanga House of Traditional Leaders (MPHTL) Programme performs an oversight function over Government Departments and Agencies pertaining service delivery projects and Programmes in Traditional communities.

##### List of the sub-programmes

- ✓ Administration of the House of Traditional Leaders
  - Office of the Chairperson
  - Office of the Secretary
  - Research, Policy Development and Planning
  - Legal Services
  
- ✓ Committees and Local Houses
  - Committees
  - Local Houses

##### Outcome for the financial year under review

- ✓ Developed communities in areas of traditional leadership

#### Outcomes, outputs, output indicators, targets and actual achievements tables

##### 2.4.4.1: Outcomes, outputs, output indicators, targets and actual achievements table for the originally tabled Annual Performance Plan

Programme: House of Traditional Leaders									
Sub-programme: Business Support (Administration of the House of Traditional Leaders)									
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Target 2020/2021	Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement for 2020/2021	Reasons for deviation	Reasons for revisions to the Outputs / Output Indicators / Annual Targets
Developed communities in areas of traditional leadership	Health programmes of HIV / AIDS conducted	Number of oversight reports on provincial health programmes of HIV and AIDS	1 Oversight report on Provincial Health Programmes of HIV and AIDS compiled	1 Oversight report on Provincial health programmes of HIV and AIDS	1 Oversight report on Provincial health programmes of HIV and AIDS	<b>Not Achieved</b>	No Oversight report on Provincial health programmes of HIV and AIDS	The actual achievement represent the 1 <sup>st</sup> Quarter performance only. The target was planned for the 3 <sup>rd</sup> quarter in the originally tabled APP	Totally removed the Output, Output Indicator and Annual Target in the Re-tabled APP due to the COVID-19 regulation on restrictions of large gathering

- Totally removed the Output, Output Indicator and Annual Target on Provincial health programmes of HIV and AIDS in the Re-tabled APP. The actual achievement represents the 1<sup>st</sup> Quarter performance only.
- All other Outputs, Output Indicators and Annual Targets for sub-programme Business Support were not revised and remained the same as reflected on table 2.4.4.2.

Programme: House of Traditional Leaders									
Sub-programme: Committees and Local Houses									
Sub-sub programme: Provincial Committees									
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Target 2020/2021	Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement for 2020/2021	Reasons for deviation	Reasons for revisions to the Outputs / Output Indicators / Annual Targets
<b>Developed communities in areas of traditional leadership</b>	Awareness campaigns conducted in traditional communities to sensitize vulnerable groups on their Rights	Number of Awareness campaign conducted in traditional communities to sensitize vulnerable groups on their rights	-	12 Awareness campaigns conducted in traditional communities to sensitize vulnerable groups on their Rights	3 Awareness campaigns conducted in traditional communities to sensitize vulnerable groups on their Rights	<b>Not Achieved</b>	3 Awareness campaigns not conducted in traditional communities to sensitize vulnerable groups on their Rights	The actual achievement represent the 1 <sup>st</sup> Quarter performance only	Revised and reduced the Annual Target from 12 to 3 Awareness Campaigns in traditional communities to sensitize vulnerable groups on their rights in the Re-tabled APP

- Revised and reduced the Annual Target from 12 to 3 Awareness Campaigns in traditional communities to sensitize vulnerable groups on their rights in the Re-tabled APP. The actual achievement represents the 1<sup>st</sup> Quarter performance only.
- All other Outputs, Output Indicators and Annual Targets for sub-sub-programme Provincial Committees were not revised and remained the same as reflected on table 2.4.4.2.

Programme: House of Traditional Leaders									
Sub-programme: Committees and Local Houses									
Sub-sub programme: Local Houses									
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Target 2020/2021	Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement for 2020/2021	Reasons for deviation	Reasons for revisions to the Outputs / Output Indicators / Annual Targets
<b>Developed communities in areas of traditional leadership</b>	District Development model projects implemented in Traditional communities	Number of District development model projects monitored in Traditional Communities	-	-	3 District development model projects monitored in Traditional Communities	<b>Not Achieved</b>	Nil District development model projects monitored in Traditional Communities	This Output was planned to be performed in the 4 <sup>th</sup> Quarter, with the actual achievement represent the 1 <sup>st</sup> Quarter performance only	Totally removed the Output, Output indicator and Annual Target in the Re-tabled APP due to the advent of COVID-19

- Totally removed the Output, Output Indicator and Annual Target on District Development Model projects, in the Re-tabled APP, with the actual achievement that represent the 1<sup>st</sup> Quarter performance
- All other Outputs, Output Indicators and Annual Targets for sub-sub-programme Provincial Committees were not revised and remained the same as reflected on table 2.4.4.2.

**Table: 2.4.4.2: Outcomes, outputs, output indicators, targets and actual achievements tables for the Re-tabled Annual Performance Plan**

Programme 5: House of Traditional Leaders								
Sub programme: Business Support (Administration of the House of Traditional Leaders)								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Target 2020/2021	Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement for 2020/2021	Reasons for deviation
Developed communities in areas of traditional leadership	Matters affecting the business of the HTL processed	Number of matters affecting the business of the HTL processed	1 Matter affecting the business of HTL processed (Agricultural programmes in traditional communities)	1 Matter affecting the business of HTL processed (Agricultural programmes in traditional communities)	1 Matter affecting the business of HTL processed (Agrarian project)	<b>Achieved</b> 1 Matter affecting the business of HTL processed (Agrarian project)	None	None
	Genealogy reports	Number of Approved Research reports on Genealogy	6 Approved Research reports on Genealogy compiled	6 Research reports on Genealogy approved	6 Approved Research reports on Genealogy	<b>Achieved</b> 6 Research reports on genealogy approved (Mpakeni Chieftaincy, Ndzundza Fene Chieftaincy, Bakgatla Ba Mmakau Chieftaincy, Mandangempisi Chieftaincy, Manala Makerane Chieftaincy and Enikwakuyengwa Chieftaincy)	None	None
	Legal opinions	Number of Legal Services impacting on the institution of Traditional Leadership rendered	6 Legal services impacting on the institution of Traditional Leadership rendered	6 Legal services impacting on the institution of Traditional Leadership rendered	8 Legal services impacting on the institution of Traditional Leadership rendered	<b>Achieved</b> 8 Legal services impacting on the institution of Traditional Leadership rendered (Request on legal service, legal opinions and support rendered to Committees of HTL; Legal advice on duties / roles of the Chairperson, Deputy Chairperson and Secretary; Submission of Inputs on the Appropriation Bill, 2020; Inputs on Recognition of Customary Marriages Amendment Bill; Submission of Inputs on s22 (a) (b) of the Mpumalanga Traditional Leadership & Governance Framework Act 2005 (Act No. 3of 2005); Recognition of a Regent / Libambela; Report on Assessment of Local Houses on Compliance with Section 81 of the Local Government and Municipal Structures Act 117 of 1998; Assessment of Rule 84 of the Rules and Orders)	None	None

Programme 5: House of Traditional Leaders								
Sub programme: Provincial Committees								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Target 2020/2021	Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement for 2020/2021	Reasons for deviation
Developed communities in areas of traditional leadership	Functional Provincial House Committees	Number of Provincial House Committees functional	5 Provincial House Committees functional	5 Provincial House Committees functional	5 Provincial House Committees functional	<b>Achieved</b> 5 functional Provincial House Committees (Justice; Social Development; Target Groups; Traditional Leadership Claims & Disputes; Traditions, Culture & Custom)	None	None
	Awareness campaigns conducted in traditional communities to sensitize vulnerable groups on their Rights	Number of Awareness campaign conducted in traditional communities to sensitize vulnerable groups on their rights	-	12 Awareness campaigns conducted in traditional communities to sensitize vulnerable groups on their Rights	3 Awareness campaigns conducted in traditional communities to sensitize vulnerable groups on their Rights	<b>Achieved</b> 3 Awareness campaigns conducted in traditional communities to sensitize vulnerable groups on their Rights (Nkangala – Bakgatla Ba Moepi; Gert Sibande – Nkaba TC and Ehlanzeni – Mpakeni TC)	None	None

Programme 5: House of Traditional Leaders								
Sub programme: Local Houses of Traditional Leaders								
Outcome	Output	Output Indicator	Audited Actual Performance 2018/2019	Audited Actual Performance 2019/2020	Planned Target 2020/2021	Actual Achievement 2020/2021	Deviation from planned target to Actual Achievement for 2020/2021	Reasons for deviation
Developed communities in areas of traditional leadership	Functional Local Houses	Number of functional Local Houses	3 Functional Local Houses I (Ehlanzeni, Nkangala and Gert Sibande)	3 Functional Local Houses (Ehlanzeni, Nkangala and Gert Sibande)	3 Functional Local Houses (Ehlanzeni, Nkangala and Gert Sibande)	<b>Achieved</b> 3 Functional Local Houses (Ehlanzeni, Nkangala and Gert Sibande)	None	None
	Agricultural projects implemented in Traditional communities	Number of agricultural projects monitored in Traditional communities	4 Oversight reports on agricultural projects in Traditional communities compiled	4 Oversight reports on agricultural projects in Traditional communities compiled	3 Agricultural projects monitored in Traditional communities	<b>Achieved</b> 3 Agricultural projects monitored in Traditional communities (KwaNdwalaza in Gert Sibande; Kgarudi in Ehlanzeni and Ndzundza Somphalali in Nkangala)	None	None

### **Strategy to overcome areas of under performance**

None

### **Performance in relation to Standardised Outputs and Output Indicators for Sectors with Concurrent Functions**

- The Department did not have Standardised outputs and output indicator for sectors with concurrent functions during the financial year under review, only the Province specific outputs and output indicators were reported as reflected on the Annual Performance Plan.
- There were no changes made on the performance indicators and targets after the re-tabling and approval of the Annual Performance Plan, however, adjustments to the budget were done.



- In response to prioritization of Women, Youth and People with Disabilities, the Department conducted 3 Awareness campaigns in traditional communities to sensitize vulnerable groups on their Rights.

### **Progress on Institutional Response to the COVID-19 Pandemic**

Budget Programme	Intervention	Geographic location (Province/District/Local municipality) (Where possible)	No. of beneficiaries (Where Possible)	Disaggregation of Beneficiaries (Where possible)	Total Budget allocation per intervention (R'000)	Budget spent per intervention	Contribution to the Outputs in the APP (Where applicable)	Immediate outcomes
House of Traditional Leaders	Not applicable	Not applicable	Not applicable	Not applicable	Not applicable	Not applicable	Not applicable	Not applicable

### **Linking performance with budgets**

The final budget for the programme has decreased by R 4.271 million or 19.59 percent from R 21.807 million in 2019/20 to R 17.536 million in 2020/21. This is due to the budget reductions over the 2020 MTEF and Post Budget Adjustment Virements on savings to assist other programmes with spending pressures. The savings resulted from the suspension of the opening of the House of Traditional Leaders due to COVID-19. The programme has managed to spend 100.0 percent of the final allocation and has achieved 100 percent of the planned targets.

### **Sub-programme expenditure**

Sub- Programme Name	2020/2021			2019/ 2020		
	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure	Final Appropriation	Actual Expenditure	(Over)/ Under Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000
Administration of HTL	5 793	5 793	-	9 031	9 027	4
Committees and Local Houses of Traditional Leaders	11 743	11 742	1	12 776	12 291	485
<b>Total</b>	<b>17 536</b>	<b>17 535</b>	<b>1</b>	<b>21 807</b>	<b>21 318</b>	

## **5. TRANSFER PAYMENTS**

### **5.1 Transfer payments to public entities**

Name of Public Entity	Key Outputs of the public entity	Amount transferred to the public entity	Amount spent by the public entity	Achievements of the public entity
None	None	None	None	None

The Department does not transfer payments to Public Entities

### **5.2 Transfer payments to all organisations other than public entities**

The table below reflects the transfer payments made for the period 1 April 2020 to 31 March 2021.

Name of transferee	Type of organisation	Purpose for which the funds were used	Did the dept. comply with 38 (1) (j) of the PFMA	Amount transferred (R'000)	Amount spent by the entity	Reasons for funds unspent by the entity
Bakgatla Ba Mocha Ba Maloka	TC's	Administration	Yes	300	300	N/A
Bakgatla Ba Mmakau	TC's	Administration	Yes	300	300	N/A
Bakgatla Ba Mocha Ba Moepi	TC's	Administration	Yes	300	300	N/A
Bakgatla Ba Seabe	TC's	Administration	Yes	300	300	N/A
Barolong Ba Lefifi	TC's	Administration	Yes	300	300	N/A
Duma	TC's	Administration	Yes	300	300	N/A
Ebutsini	TC's	Administration	Yes	300	300	N/A
Embhuleni	TC's	Administration	Yes	300	300	N/A
Emfumbeni	TC's	Administration	Yes	300	300	N/A
Emjindini	TC's	Administration	Yes	300	300	N/A
Enikakuyengwa	TC's	Administration	Yes	300	300	N/A
Enkhaba	TC's	Administration	Yes	289	289	N/A
Gutshwa	TC's	Administration	Yes	199	199	N/A
Hhoyi	TC's	Administration	Yes	300	300	N/A
Hoxane	TC's	Administration	Yes	300	300	N/A

Name of transferee	Type of organisation	Purpose for which the funds were used	Did the dept. comply with 38 (1) (j) of the PFMA	Amount transferred (R'000)	Amount spent by the entity	Reasons for funds unspent by the entity
Jongilanga	TC's	Administration	Yes	300	300	N/A
Kgarudi	TC's	Administration	Yes	300	300	N/A
KwaNdwalaza-Mahlobo	TC's	Administration	Yes	300	300	N/A
Lekgoetla	TC's	Administration	Yes	300	300	N/A
Lomshiyo	TC's	Administration	Yes	300	300	N/A
Lugedlane	TC's	Administration	Yes	290	290	N/A
Madabukela	TC's	Administration	Yes	300	300	N/A
Mahlaphahlapha	TC's	Administration	Yes	226	226	N/A
Malele	TC's	Administration	Yes	300	300	N/A
Manala Makerane	TC's	Administration	Yes	300	300	N/A
Manala Mbongo	TC's	Administration	Yes	300	300	N/A
Manala Mgibe	TC's	Administration	Yes	300	300	N/A
Mandlamakhulu	TC's	Administration	Yes	300	300	N/A
Mandlangampisi	TC's	Administration	Yes	287	287	N/A
Mantjolo	TC's	Administration	Yes	300	300	N/A
Mashilane	TC's	Administration	Yes	300	300	N/A
Masoyi	TC's	Administration	Yes	300	300	N/A
Mathibela	TC's	Administration	Yes	299	299	N/A
Matsamo	TC's	Administration	Yes	242	242	N/A
Mawewe	TC's	Administration	Yes	300	300	N/A
Mbuyane	TC's	Administration	Yes	300	300	N/A
Mdluli	TC's	Administration	Yes	300	300	N/A
Mhlaba	TC's	Administration	Yes	280	280	N/A
Mlambo	TC's	Administration	Yes	300	300	N/A
Mnisi	TC's	Administration	Yes	300	300	N/A
Mogane	TC's	Administration	Yes	300	300	N/A
Moletete	TC's	Administration	Yes	208	208	N/A
Moreipuso	TC's	Administration	Yes	300	300	N/A
Mpakeni	TC's	Administration	Yes	164	164	N/A
Mpisikazi	TC's	Administration	Yes	300	300	N/A
Msogwaba	TC's	Administration	Yes	300	300	N/A
Ndebele Kingdom	KC	Administration	Yes	400	400	N/A
Ndlela	TC's	Administration	Yes	300	300	N/A
Ndzundza Fene	TC's	Administration	Yes	300	300	N/A
Ndzundza Mabhoko III	TC's	Administration	Yes	300	300	N/A
Ndzundza Mabusa	TC's	Administration	Yes	300	300	N/A
Ndzundza Pungutsha	TC's	Administration	Yes	300	300	N/A
Ndzundza Somphalali	TC's	Administration	Yes	300	300	N/A
Nkambeni	TC's	Administration	Yes	300	300	N/A
Ogenyaneni	TC's	Administration	Yes	300	300	N/A
Sethlare	TC's	Administration	Yes	199	199	N/A
Siboshwa	TC's	Administration	Yes	300	300	N/A
Somcuba	TC's	Administration	Yes	300	300	N/A
Thabakgolo	TC's	Administration	Yes	298	298	N/A
<b>TOTAL TRANSFERS</b>				<b>17 182</b>	<b>17 182</b>	<b>N/A</b>

The table below reflects the transfer payments which were budgeted for in the period 1 April 2020 to 31 March 2021, but no transfer payments were made

Name of transferee	Type of organization	Purpose for which the funds were to be used	Amount budgeted for (R'000)	Amount transferred (R'000)	Reasons why funds were not transferred
Amashangane	TC	Administration	300	-	-
Mohlala	TC	Administration	300	-	-
Ndzundza Mabhoko III	King	Administration	400	-	-
<b>TOTALS</b>			<b>1 000</b>	<b>-</b>	

### Transfer payments to Municipalities

The table below reflects the transfer payments which were budgeted for in the period 1 April 2020 to 31 March 2021, but no transfer payments were made.

Name of transferee	Type of organisation	Purpose for which the funds were used	Did the dept. comply with 38 of the PFMA	Amount transferred (R'000)	Amount spent by the entity	Reasons for funds unspent by the entity
-	-	-	-	-	-	-
<b>TOTALS</b>	-	-	-	-	-	-

## 6. CONDITIONAL GRANTS

### 6.1. Conditional grants and earmarked funds paid

The Department had EPWP conditional grant and earmarked funds allocated for the period under review as follows. The departmental earmarked R 59.6 million is broken down as follows;

- An amount of R 4.000 million to facilitate section 106 investigations in 3 identified local municipalities within the province.
- R 50.000 million for the procurement of disaster relief material stock pile for the next 3 financial years.
- R 5.6 million for the payment of transfers to Traditional Councils for Cultural Ceremonies and Operational Grants.

### 6.2. Conditional grants and earmarked funds received

The Department received a conditional grant for the implementation of the Youth Waste Management Project through the Expanded Public Works Programme amounting to R 2.140 million and R 2.140 million or 100 percent was spent in the year under review. The funds were received through the Provincial Treasury. In terms of the condition of the grant, the Department planned to maintain 104 work opportunities, and successfully achieved this target.

The table/s below details the conditional grants and ear marked funds received during for the period 1 April 2020 to 31 March 2021.

Conditional Grant : Expanded Public Works Programme

Department who transferred the grant	National Department of Public Works
Purpose of the grant	Expanded Public Works Programme (EPWP)
Expected outputs of the grant	104 work opportunities created
Actual outputs achieved	104 work opportunities created
Amount per amended DORA	R2.140 million
Amount received (R'000)	R2.140 million
Reasons if amount as per DORA was not received	None
Amount spent by the Department (R'000)	R 2.140 million
Reasons for the funds unspent by the entity	None
Reasons for deviations on performance	N/A
Measures taken to improve performance	N/A
Monitoring mechanism by the receiving Department	Monthly reports

## 7. DONOR FUNDS

### 7.1 Donor Funds Received

The Department did not receive any donor funding during the period under review.

## 8. CAPITAL INVESTMENT

### 8.1 Capital investment, maintenance and asset management plan

The Department had no infrastructure projects or programmes other than the Maintenance and repair of elevators at the Provincial Disaster Management Centre and the Casteel Thusong Service Centre. The rerouting of electricity to the centre was initiated during March 2020 in order to separate the electricity supply meters between the Provincial Archives managed by the Department of Culture, Sport and Recreation and the Provincial Disaster Management Centre.

The completed infrastructure projects for elevators were transferred to the Bushbuckridge Local Municipality and Mpumalanga Department: Public Works, Roads and Transport respectively as the custodian of the assets. The Department will provide maintenance of assets during their lifecycles as the user of the assets

The Department's asset register is kept up to date through having a dedicated asset management section. The Department performs monthly reconciliations and quarterly physical asset verifications to ensure existence of assets and completeness of the assets register.

During the year under review the Department incurred an amount of R 6.501 million on infrastructure related projects of which the total value was transferred to the relevant institutions

Infrastructure projects	2019 /2020			2018/2019		
	Final Appropriation R'000	Actual Expenditure R'000	(Over)/Under Expenditure R'000	Final Appropriation R'000	Actual Expenditure R'000	(Over)/Under Expenditure R'000
New and replacement assets	-	-	-	-	-	-
Existing infrastructure assets						
- Upgrades and additions	3 186	3 185	1	527	527	-
- Rehabilitation, renovations and refurbishments	-	-	-	-	-	-
- Maintenance and repairs	3 316	3 316	-	876	905	(29)
Infrastructure transfer						
Current						
Capital						
<b>Total</b>	<b>6 502</b>	<b>6 501</b>	<b>1</b>	<b>1 403</b>	<b>1 432</b>	<b>(29)</b>

# ***PART C: GOVERNANCE***

## 1. INTRODUCTION

The Department has committed to the maintenance of the highest possible standards of good governance as this is fundamental to the management of public resources. In order to achieve good governance the Department has established the following governance structures for effective, efficient and economical utilization of state resources.

## 2. RISK MANAGEMENT

- The Department has established risk and compliance management unit that is headed by Acting Director and the unit has achieved the following:
- Put up risk management structures and process (risk management committee in compliance with risk management framework),
- Risk identification within the Department has been undertaken both Strategic and Operational risks
- Risk mitigation action plans have been developed and adopted by management to address key risks and monitoring the implementation of the risk mitigation action plans are conducted quarterly
- The Department has developed and approved the following policies and strategies to ensure the effective management of risks
  - Risk Management Policy
  - Risk Management Strategy
  - Fraud Prevention Plan
  - Whistle Blowing policy
  - Risk Management Charter
  - Risk Management Plan
  - Key Performance Indicator for Risk Management Committee

Internal processes are established to sensitize all employees of the relevance of risk management to the achievements of their performance

## 3. FRAUD AND CORRUPTION

- The department's fraud prevention plan is in place
- Fraud awareness conducted through Departmental newsletters.
- Fraud and corruption is reported through the National Hot line and cases reported are directed back to the Department and Internally fraud and corruption is reported through Presidential Line which is managed by Communication Section and referred to the relevant section for remedial actions
- Up to date there are no cases reported

## 4. MINIMISING CONFLICT OF INTEREST

- The Department implemented several strategies in order to minimise conflict of interest by employees and this include amongst other:
- All members of SMS are required to complete financial disclosure forms as prescribed by DPSA at the beginning of each financial year.
- The Department has ensured that internal controls are strengthened to minimise conflict of interest in our Supply Chain. During competitive bidding or quotation processes, service providers are required to complete the necessary forms to disclose their interests in terms of employment or relationships with officials employed by the state. They are further also required to disclose as relationships with other businesses. Only suppliers registered on the Central Supplier Database are used as the system automatically verifies against the PERSAL system and also detects involvement in other businesses.
- The SCM processes further provide for the segregation of duties which also assists as a control measure to prevent and detect and conflicts of interest.
- All SCM role players are required to declare their interests annually and all SCM role players appointed on any of the three bid committees are required to declare their interests at each sitting of the committee.
- Bid Committee members are all required to declare their interest and to sign oath of secrecy

## 5. CODE OF CONDUCT

All staff members in the department are required to sign a code of conduct upon appointment. Workshops are conducted as part of induction programme to all our employees. Any breach of code of conduct is dealt with through disciplinary processes. For the year under review we did not have breach of code of conduct that was reported.



## 6. HEALTH SAFETY AND ENVIRONMENTAL ISSUES

The Department has complied with all safety standards in line with occupational health and safety act with the assistance of the department of Public Works Roads and Transport as the custodian of all our Government buildings.

## 7. PORTFOLIO COMMITTEES

The Department report to the Portfolio Committee on Co-operative Governance and Human Settlements. This is a political structure formed by the legislature to perform an oversight function to the Department. The committee review the Department's Strategic Plan, Annual Performance Plans and budgets annually before they get approved for implementation. Once approved, the implementation of the plans and budget are monitored on a quarterly basis and this is achieved through analysis of our implementation progress reports.

The Department is regularly required to submit responses to questions raised on the plans and progress reports. This include progress on implementation of recommendations.

## 8. SCOPA RESOLUTIONS

There was SCOPA sitting to deliberate on the Department's Annual Reports for 2017/18 and 2018/19 financial year which was held on 18<sup>th</sup> March 2020. Some reported progress remained opened and unresolved.

RESOLUTION NUMBER	SUBJECT	DETAILS	PROGRESS	RESOLVED (YES/NO)
12 of 2019	18 <sup>th</sup> March 2020	2.1.1 The Accounting Officer must provide a report on the implementation of the 2017/18 Audit Action Plan	<p>The Department has fully implemented the Audit Action Plan for 2017/18 financial year. The Department resolved all thirteen (13) housekeeping matters raised by the Office of the Auditor General.</p> <p>The Select Committee on Public Accounts (SCOPA) should note that the Department has recorded an improvement on the Internal Control Deficiencies and Performance Information findings during 2018/19 financial year as opposed to 2017/18 financial year.</p>	<b>Yes</b>
12 of 2019	18 <sup>th</sup> March 2020	<p><b>UNQUALIFIED AUDIT OPINION</b></p> <p>(i) The Accounting Officer must strengthen the monitoring system namely, Integrated Municipal Support Plan (IMSP) and provide quarterly progress reports, that will show improvement in ensuring that Municipalities would achieve clean audits.</p>	<p>The department is using the Integrated Municipal Support Plan (IMSP) to support and monitor all municipalities. The IMSP is reviewed annually and has clear quarterly targets aligned to the Back Basic Pillars of Putting People First, Basic Services, Good Governance, Financial Management and Building Capable Institutions. The performance is measured and reported on quarterly.</p> <p>Provincial Treasury and COGTA are providing support to all municipalities with disclaimed, adverse and qualified municipalities by reviewing their audit action plans.</p> <p>With the 18/19 audit outcomes PT, CoGTA, SALGA and the DM's already had a meeting with the adverse, disclaimed and qualified audit outcome municipalities to address the audit findings. All municipalities have developed Audit Action Plans and progress is monitored on a monthly basis.</p> <p>NT appointed consultants at Chief Albert Luthuli LM and Nkomazi LM through the "Pink" project to address their SCM challenges. PT will appoint Project Managers at municipalities who have Asset related challenges.</p>	<b>No</b>

RESOLUTION NUMBER	SUBJECT	DETAILS	PROGRESS	RESOLVED (YES/NO)
12 of 2019	18 <sup>th</sup> March 2020	<b>IRREGULAR EXPENDITURE: PMDS</b> (i) The Accounting Officer must provide proof that the irregular expenditure was caused by performance bonuses	Treasury Regulation paragraph 9.1.2 provides that; when an official of an institution discovers unauthorised, irregular or fruitless and wasteful expenditure, that official must immediately report such expenditure to the accounting officer. In the case of a department, such expenditure must also be reported in the monthly report, as required by section 40(4) (b) of the Act. Irregular expenditure incurred by a department in contravention of tender procedures must also be brought to the notice of the relevant tender board or procurement authority, whichever applicable.  Furthermore Treasury Regulation paragraph 9.1.5 provides that ; the amount of the unauthorised, irregular, fruitless and wasteful expenditure must be disclosed as a note to the annual financial statements of the institution.  The irregular expenditure was discovered by the Department during the review of all transactions relating to the 2018/19 financial year and subsequently all the steps as outlined above have been followed including reporting the transaction prior the audit to the Auditor General of South Africa (AGSA).  The transaction was audited during the 2018/19 audit process by the AGSA as it was disclosed in the notes to the Audited Financial Statements included in the 2018/19 Annual Report. The Auditors have included a paragraph in the Audit Report (Paragraph 7) certifying that they have reviewed all the relevant documents relating to the transaction and it qualifies to be reported as irregular expenditure .We have attached the signed audit report as Annexure A, and it can also be viewed in the 2018/19 Annual Report on page 72 to page 74 in the Report of the Auditor General as well as note 21 to the Annual Financial Statements.	Yes
		(ii)The Accounting Officer must strengthen the monitoring system of the Performance Management Development System (PMDS) to prevent the recurrence during 2019/20 audit findings.	<input type="checkbox"/> All Performance Management and Development Moderating Committee (PMDMC) members will undergo an intensive training on performance assessment prior to the moderation exercise. <input type="checkbox"/> The Department will develop a compliance checklist for Performance Management and Development Moderation. <input type="checkbox"/> Pay Incentive bonuses in accordance to the Ministers determination of a percentage of a department's remuneration budget shall not be exceeded as required by Section 73 (3) of the Public Service Regulations 2016. <input type="checkbox"/> Budget provision for PMDS will be made in accordance to the Ministers percentage limit determination. <input type="checkbox"/> Ensure that allocated budget is not exceeded when processing payments for PMDS Incentives.  Strengthen the controls for the management of PMDS within the Department by enforcing the first phase of assessment by the Intermediate Review Committee.	Yes
		(iii) The Department must report to the Committee on the decision by the Provincial Treasury regarding the condonement on the irregular expenditure.	The Irregular Expenditure amount to R 10 667 million has been condoned by the Provincial Treasury during the 2020/21 financial year.	Yes

RESOLUTION NUMBER	SUBJECT	DETAILS	PROGRESS	RESOLVED (YES/NO)
12 of 2019	18 <sup>th</sup> March 2020	<b>ACCRUALS</b>		
		(i) The Accounting Officer must strengthen the monitoring action plan and take disciplinary actions against officials responsible for accruals failed to comply with Treasury Regulation 8.2.3.	The Department had centralised the submission of invoices to Expenditure Unit and maintained a register which is monitored on daily basis to ensure that payments are made within 30 days after receipt.  It is worth mentioning that, all the invoices received by the Department from 2016/17 to 2018/19 financial year were settled within 30 days from the date of receipt and there was no violation of Treasury Regulations paragraph 8.2.3 hence the Accounting Officer did not take disciplinary actions against any official.	<b>Yes</b>
		(ii) The Accounting Officer must ensure invoices are paid within 30 days after receipt of invoices.	The Department had centralised the submission of invoices to Expenditure Unit and maintained a register which is monitored on daily basis to ensure that payments are made within 30 days after receipt.  All invoices are tracked, monitored and followed up from date of receipt until payment stage on daily basis and reports are submitted on monthly and quarterly basis on the status of payment of invoices within 30 days.	<b>Yes</b>

## 9. PRIOR MODIFICATIONS TO AUDIT REPORTS

The department had no prior modification to audit reports.

## 10. INTERNAL CONTROL UNIT

The Department has established a Risk and Compliance Management Unit that is headed by Acting Director. The unit is responsible for reviewing the Department's level of compliance to laws and regulations as well as internal controls and policies. We have since developed and implemented a compliance monitoring tool to ensure that the Department identify and manage compliance to laws and regulations that affects its operations.

## 11. INTERNAL AUDIT AND AUDIT COMMITTEES

### 11.1 Internal Audit

The Department utilizes the services of the shared Internal Audit function within the Office of the Premier. The shared Internal Audit function was established in terms of Section 38 (1) (a) (ii) of the PFMA and obtains its mandate from the PFMA and its Treasury Regulations.

The mission of the shared Internal Audit function, being what the shared Internal Audit aspires to accomplish, is to enhance and protect departmental value by providing risk-based and objective assurance, advice and insight. In line with the definition of internal auditing as per the Institute of Internal Auditors, the primary mandate and objective of the shared Internal Audit function is to provide an independent, objective assurance and consulting activity designed to add-value and improves the operations of the Department.

In keeping with its primary mandate, the shared Internal Audit supports the Head of the Department through evaluating and contributing to improving the effectiveness of risk management, control and governance processes. In addition, it also facilitates the functioning of the shared Audit Committee.

In accordance with the Treasury Regulation 3.2.6, which requires that internal audit must conducted be in accordance with the International Standards for the Professional Practice of Internal Auditing ("standards"). During the year under review, the shared Internal Audit function ensured that their operations were aligned with the revised Standards.

The shared Internal Audit function operated within an approved Internal Audit Charter and in accordance with the requirements of the PFMA, it's Treasury Regulations and the International Standards for the Professional Practice of Internal Auditing ("Standards") set by the Institute of Internal Auditors.

During the year under review, the shared Internal Audit function developed a rolling three-year Strategic Internal Audit Plan and an Annual Internal Audit Coverage/Operational Plan based on the results of the risk assessment. These plans were supported by the Head of the Department and approved by the Audit Committee in June 2020.

The Annual Internal Audit Coverage/Operational Plan identified different audit engagements and these were performed by the shared Internal Audit function as such. Respective reports were issued to Management communicating identified control weaknesses, recommendations for improvement(s), and incorporated agreed Management action plans for implementation of corrective action.

In addition, as required in terms of the PFMA and the approved Internal Audit Charter, the identified control weaknesses were also communicated and tabled at the meetings of the Audit Committee to allow for effective monitoring and oversight.

***The following is the summary of the audit work done by the shared Internal Audit function during the year under review as per the approved plans:***

#### **Assurance services**

- Monitoring and tracking of audit findings as previously reported by both AGSA and the Internal Audit function to evaluate progress made by Management in implementing agreed audit action plans.
- Follow-up reviews were performed on both AGSA and Internal Audit findings to evaluate the effectiveness and improvements to internal control environment;
- Review of the mid-term Departmental Performance Information;
- Review of Interim Financial Statements;
- Review of Draft Annual Report and Annual Financial Statements;
- Occupational Health and Safety;
- Business Continuity Management;
- Supply Chain Management;
- DORA and Transfer Payments;
- ICT General and Application Controls Audit;

#### **Consulting services**

- Participation in informal consulting engagements including routine activities such as participating on standing Management Committee meetings, Risk Management Committee meetings, provision of advice, as and when invited and required.

### **11.2 Audit Committee**

Similarly to the Internal Audit function, the Department utilizes the services of the shared Audit Committee based within the Office of the Premier. The shared Audit Committee was established in terms of Section 38 (1) (a) (ii) of the PFMA and obtains its mandate from the PFMA and its Treasury Regulations.

The shared Audit Committee serves as an independent governance structure whose primary function being to provide an oversight over the department's financial reporting, risk management, control and governance processes. The shared Audit Committee assists the Head of the Department, in the effective execution of his/her responsibilities.

The shared Audit Committee is constituted to ensure its independence and comprises of external non-official members (appointed from outside public service). It operates in terms of formally documented and approved 'terms of reference' referred to as the Audit Committee Charter, which deals with matters such as its membership, authority and responsibilities amongst others. The said 'terms of reference' are reviewed annually, and in accordance with the requirements set by the PFMA and Treasury Regulations. Further, it has direct and unobstructed lines of communication to the Head of the Department, Senior Management, the Provincial Treasury, shared Internal Audit function and AGSA.

#### **Attendance of audit committee meetings by audit committee members**

In accordance with Legislation, section 77(b) of the PFMA, an Audit Committee must meet at least twice a year. However, as per the approved Audit Committee terms of reference (Audit Committee Charter), the shared Audit Committee shall meet at least 4 times a year, with authority to convene additional meetings as may be deemed necessary.

In the meetings held, the Head of the Department and Executive Management were always represented. The AGSA is always invited to attend the meetings of the shared Audit Committee, thus ensuring that such meetings are as effective and transparent as possible.

**The shared Audit Committee meetings held were attended as follows:**

Name	Qualifications	Internal or External	Date appointed	Date Re-signed / End of term	No of meetings attended
Mr. MS Mthembu <b>Chairperson</b>	Diploma in Accounting and Business Studies. BCom (Accounting). Master of Business Leadership Cert. Business Advisory FAP(IAC) SA, GIA (IIA) SA, LIB (IOB) SA	External	01 April 2018	30 June 2021	06
Mr. C Motau	B Comm (VISTA). Higher Diploma in Computer Auditing (Wits). Certificate in Executive Leadership (Regenesys Business School). Certificate in Human Resources Management (Regenesys Business School). Masters Degree in Business Leadership (UNISA). Masters Degree in Information Technology (UP). Doctorate in Business Information Systems (TUT)	External	01 June 2019 <b>Re-appointed as a member with effect from 01 July 2021</b>	N/A	05
Mr. M Sebeelo	B-Tech Internal Auditing (UNISA) Nat Diploma Internal Auditing (TUT) Advance Programme Project Management (UNISA)	External	01 April 2018 <b>Re-appointed as a member with effect from 01 July 2021</b>	N/A	05
Ms. TH Mbatha	Masters Degree in Business Leadership (UNISA). BCompt. Honours Accounting UNISA) BComm Accounting Degree (UNISA) CA(SA)	External	01 April 2018 <b>Re-appointed as a member with effect from 01 July 2021</b>	N/A	05
Ms. BN Mzuzu	B. Proc Degree (University of Fort Hare) Cert. Business Rescue Cert. Attorney of High Court of South Africa Cert. Attendance in conveyancing practice	External	01 April 2018	30 June 2021	06

**12. Report of the Audit Committee**

We are pleased to present our draft annual report for the financial year ended 31 March 2021.

**Audit Committee Responsibility**

The Audit Committee reports that it has complied with its responsibilities arising from section 38(1) (a) (ii) of the Public Finance Management Act and Treasury Regulation 3.1.

The Audit Committee also reports that it has adopted appropriate formal terms of reference as its Audit Committee Charter, has regulated its affairs in compliance with this charter and has discharged all its responsibilities as contained therein, except that we have not reviewed the changes in accounting policies as these changes are as per the National Treasury instruction.

**The effectiveness of internal control**

In line with the PFMA, Internal Audit provides the Audit Committee and management with assurance that the internal controls are appropriate and effective. This is achieved by evaluating internal controls to determine their effectiveness and efficiency, and by developing recommendations for enhancement or improvement. The Accounting Officer retains responsibility for implementing such recommendations as per Treasury Regulation 3.1.12.

The work performed by Internal Audit throughout the year was monitored and reviewed by the Audit Committee.

Through our analysis of audit reports from Internal Audit, Auditor General South Africa and engagements with the Departments, it can be reported that the system on internal control for the period under review was adequate and effective.

Based on our interaction with the Department we conclude that the department does have an adequate and effective action plan and management system to address internal audit and Auditor General South Africa findings.

## **Risk Management**

The Audit Committee is responsible for the oversight of risk management. The Risk Management Committee reports to the Audit Committee on a quarterly basis on the governance and management of risk.

Based on the Audit Committee quarterly reviews of the reports from the Risk Management Committee, it can be concluded that the departmental processes and system relating to fraud prevention and risk management are adequate and effective.

## **In-Year Management and Quarterly Reporting**

The Department has confirmed that they have reported to the Treasury as is required by the PFMA.

## **Evaluation of the Annual Financial Statements**

The Audit Committee has reviewed the draft annual financial statements prepared by the department and has advised the Accounting Officer to ensure that all the review notes and comments of Internal Audit and Audit Committee are fully addressed prior to submission of the annual financial statements to the Auditor-General South Africa.

Subsequently the management report of the Auditor-General South Africa was discussed with the Audit Committee.

## **Evaluation of the reporting on predetermined objectives**

The Audit Committee has reviewed the draft annual report prepared by the department and has advised the Accounting Officer to ensure that all the review notes and comments of Internal Audit and Audit Committee are fully addressed prior to submission of the annual report to the Auditor-General South Africa.

Subsequently, the Audit Committee has discussed the external audit outcome on the reporting on predetermined objectives to be included in the annual report with the Auditor General South Africa and the Accounting Officer.

## **Compliance with laws and regulations**

Throughout the year under review the Audit Committee was satisfied with the status of compliance with all applicable legislation which is a confirmation that the department does have an adequate and effective compliance framework and system.

## **Internal Audit**

The Audit Committee is satisfied that the Internal Audit function operated effectively and that it has addressed the risks pertinent to the department in its audits during the year under review.

The Audit Committee has regularly enquired and reviewed the work performed by Internal Audit function and has seen an improvement in the quality of the internal audit reports; the actions initiated by the Internal Audit Function to bring the reported weaknesses to the attention of Senior Management and the process of ensuring action to address such deficiencies. However, there is still room for improvement in areas such as flexibility of the planning process to adapt to emerging risks and changing risk profile of the Department; the timing and execution of internal audit engagements; influence and persuasion by Internal Audit of Management to effect the necessary changes and improvement of the maturity of governance, risk management and internal control systems.

The Audit Committee noted with concerns that the Internal Audit function remains under- resourced and the vacant position of the Chief Audit Executive since November 2017.

The Audit Committee further appreciates the support provided by the Internal Audit function by assisting the Committee in discharging its responsibilities.

## **Auditor-General South Africa**

We have reviewed the department's implementation plan for audit issues raised in the previous year and we are satisfied that all the matters have been adequately resolved. The Audit Committee is not aware of any unresolved issues with respect to the current audit.

The Audit Committee concurs, accepts the conclusions of the Auditor-General South Africa on the Annual Financial Statements, and is of the opinion that the audited annual financial statements be accepted and read together with the report of the Auditor-General South Africa.



## **Conclusion**

The Audit Committee recommends that the Department must ensure adequate and effective implementation and frequent monitoring of the audit action plans for both internal and external audits to sustain clean administration.

The Audit Committee wishes to extend its appreciation to the Executive Authority, Accounting Officer and Management, Internal Auditors and Auditor-General South Africa for their tireless efforts, commitment and support throughout the year.

Signed on behalf of the Audit Committee by:

**Chairperson of the Audit Committee**

**Mr. TH Mbatha CA (SA)**

**Date: 31 August 2021**

## **13. B-BBEE Compliance Performance Information**

<b>Has the Department / Public Entity applied any relevant Code of Good Practice (B-BBEE Certificate Levels 1 – 8) with regards to the following:</b>		
<b>Criteria</b>	<b>Response Yes/ No</b>	<b>Discussion (Include on your discussion on your response and indicate what measures have been taken to comply)</b>
Determining qualification criteria for the issuing of licences, concessions or other authorisations in respect of economic activity in terms of any law?	No	Department is not responsible for the issuing of licences, concessions or other authorisations.
Developing and implementing a preferential procurement policy?	Yes	Department has Supply Chain Policy in place which is in line with Preferential Procurement Policy Framework Act (PPPFA) and the Policy is being implemented.
Determining qualification criteria for the sale of state-owned enterprises?	No	Not applicable since the Department is not categorised as a SOEs.
Developing criteria for entering into partnerships with the private sector?	No	No partnerships were entered with private sector for the period under review.
Determining criteria for the awarding of incentives, grants and investment schemes in support of Broad Based Black Economic Empowerment?	No	There were no incentives, grants and investment schemes awarded.

# ***PART D: HUMAN RESOURCE MANAGEMENT***

**01 April 2020 - 31 March 2021**

## 1. INTRODUCTION

The information contained in this part of the annual report has been prescribed by the Minister for the Public Service and Administration for all departments in the public service.

## 2. The overview of Human Resources in the Department (status)

The Department staff compliment is currently 744 and all appointed employees are based at Head Office, Regional Offices in the 03 Districts Municipalities in the Province. Of the 744 employees, **24** are senior Traditional Leaders/ Izinduna which are accounted for as employees due to the nature of their appointment. The Department is utilising the organisational structure approved in 2012 and the process of reviewing the organisational structure is underway in light of the guidance from the Office of the Premier. The Department has a high vacancy rate due to moratorium however, recruitment processes on critical vacant posts is in progress. There are seventeen (**17**) vacant SMS posts wherein twelve (12) Deputy Directors, (02) Directors and (01) Chief Director are acting in higher positions with remuneration.

The Department advertised **23** posts on 01 November 2020 with the closing date of 20 November 2020 and 27 November 2020.

Human Resources priorities for the year under review and the impact of these.

### Request to fill in scarce and critical vacant positions.

The Department process of filling the critical funded vacant posts commenced in the third quarter of 2020/21 financial year. The 23 posts were advertised on 01 November 2020. Of the 23 posts advertised, two (02) posts of Cleaners were filled in the fourth quarter of 2020/2021 financial year. Five (05) posts of Deputy Directors were at an advance stage by the end of the 2020/2021 financial year and will be filled in the first quarter of 2021/2022.

### Review of the organisational structure.

The Department is utilising the organisational structure approved in 2012 and the process of reviewing the organisational structure is underway in light of the guidance from the Office of the Premier and engagements with all stakeholders.

### Strengthen the implementation of the PMDS processes.

Training conducted to all members of the Moderation Committee for levels 1-12 and (SMS) during the 3<sup>rd</sup> and the 4<sup>th</sup> quarter on PMDS Policy.

### Build strategic leadership capabilities.

15 Officials who are Members of the Annual Report Review Committee attended the Annual Financial Statement training.

### Promotion of sound labour relations.

Sessions on the Code of Conduct were conducted by Labour Relations to minimise misconduct in the Department. There are still challenges on meeting the prescribed timeframes for the finalisation of disciplinary cases and grievances due to non-cooperation and shortage of staff is a challenge.

### Monitor the implementation of employee health and wellness.

Some of the proactive programmes, which were implemented in the Department, include Health screening, Occupational Health and Safety workshop, Briefing session on stress anxiety and depression; Cancer awareness; The Employee Health and Wellness Operational Plan and the System Monitoring Tool was submitted to DPSA; Cases were referred to relevant institutions and follow up sessions were conducted by the Employee Health and Wellness unit.

### Improve on records management.

Awareness sessions on the File Plan were conducted by the Records Management Sub-Directorate.

## **Workforce Planning Framework and key strategies to attract and recruit a skilled and capable workforce.**

The Annual Adjusted Human Resource Plan for (2018-21) indicated the required competencies at the relevant performance levels as well as the capacity in terms of posts that the Department requires. Most of the competencies that the Department required are scarce and difficult to attract and retain.

In order to attract these employees the Department submitted to the Department of Education a list of scarce skills learning areas where bursaries are offered to matriculates with an intention of giving work opportunities as soon as they complete their tertiary studies within the identified scarce fields.

### **Employee Performance Management**

- The Performance Agreements for 2020/2021 were not submitted on 31 May due to the Pandemic. The Department of Public Service and Administration (DPSA) issued circular 22 of 2020 in an intention of extending the submission date to 31 July 2020 (once off extension). The extension on submission date has lead the Department to finalise the PMDS process in January 2021.
- Circular 32 of 2020 exempted HOD's, SMS members and employees other than SMS to conduct mid-year review for 2020/21 performance cycle.
- The department managed to instil a culture of performance where there is an understanding that performance incentive is not an entitlement but one should demonstrate the impact or change within the department. To us a high performance culture is

### **Employee Health and Wellness Programmes**

- The Department applies a holistic approach to the health and well-being of employees. EHWP focuses on health but also on personal matters that may have negative impact on the wellbeing of the employee. The Employee Assistance Programmes were implemented as referred by relevant officials and the necessary interventions were done as prescribed. The Employee Health and Wellness Programme performed as follows in the 4<sup>th</sup> quarter and the following was achieved:
  - Occupational Health and Safety workshop.
  - Briefing session on stress anxiety and depression.
  - Health screening conducted throughout the quarter as compliance to COVID 19 requirements

### **Highlight achievements**

- OHS-COVID 19 compliance.
- The appointment of the OHS representatives and committee.
- The appointment of a compliance officer.
- Screening and work plans
- Transparent dividers to ensure social distancing
- Exit interviews and staff turnover analysed.
- Monitored the signing of attendance registers, conducted leave audit management.

### **Challenges faced by the Department**

- Inadequate competencies and expertise to provide the required support to municipalities.
- Inadequate compliance on performance management by employees and managers.
- Meeting the Employment Equity Targets due to non-filling of vacant posts.

### **Future HR Plans**

The Department has set the following HR Goals for the next five years as per its Human Resource Plan:

- Training of Senior Managers on Project Khaedu
- Training of managers on EDP
- Skills matching and proper placement of staff.
- Strengthen compliance on HR Policies.
- Improving records management.
- Training of officials on Project Management.

### 3. HUMAN RESOURCES OVERSIGHT STATISTICS

#### 3.1. Personnel related expenditure

The following tables summarises the final audited personnel related expenditure by programme and by salary bands. In particular, it provides an indication of the following:

- amount spent on personnel
- Amount spent on salaries, overtime, homeowner's allowances and medical aid.

*Table 3.1.1 Personnel expenditure by programme for the period 1 April 2020 and 31 March 2021*

Programme	Total expenditure (R'000)	Personnel expenditure (R'000)	Training expenditure (R'000)	Professional and special services expenditure (R'000)	Personnel expenditure as a % of total expenditure	Average personnel cost per employee (R'000)
ADMINISTRATION	127 198	79 760	-	1 360	15%	574
LOCAL GOVERNANCE	197 455	179 191	55	16 214	33%	381
DEVELOPMENT & PLANNING	97 626	35 481	-	484	6%	174
TRADITIONAL INSTITUTION MANAGE	110 167	86 315	-	-	16%	162
THE HOUSE OF TRAD LEADERS	17 535	15 682	-	-	3%	713
<b>Total as on Financial Systems (BAS)</b>	<b>549 981</b>	<b>396 429</b>	<b>55</b>	<b>18 058</b>	<b>72%</b>	<b>290</b>

*Table 3.1.2 Personnel costs by salary band for the period 1 April 2020 and 31 March 2021*

Salary band	Personnel expenditure (R'000)	% of total personnel cost	No. of employees	Average personnel cost per employee (R'000)
01 Lower skilled (Levels 1-2)	29	0%	10	45
02 Skilled (Levels 3-5)	15 459	4%	271	16 978
03 Highly skilled production (Levels 6-8)	179 103	45%	345	231 172
04 Highly skilled supervision (Levels 9-12)	111 371	28%	790	170 965
05 Senior management (Levels >= 13)	21 338	5%	1 334	25 347
10 Contract (Levels 1-2)	142	0%	-	320
11 Contract (Levels 3-5)	710	0%	237	1 906
12 Contract (Levels 6-8)	647	0%	-	989
13 Contract (Levels 9-12)	3 899	1%	-	6 398
14 Contract (Levels >= 13)	2 106	1%	-	3 100
18 Contract Other	813	0%	74	1 050
20 Abnormal Appointment	60 812	15%	99	63 450
<b>TOTAL</b>	<b>396 429</b>	<b>100%</b>	<b>290</b>	<b>521 720</b>

*Table 3.1.3 Salaries, Overtime, Home Owners Allowance and Medical Aid by programme for the period 1 April 2020 and 31 March 2021*

Programme	Salaries		Overtime		Home Owners Allowance		Medical Aid	
	Amount (R'000)	Salaries as a % of personnel costs	Amount (R'000)	Overtime as a % of personnel costs	Amount (R'000)	HOA as a % of personnel costs	Amount (R'000)	Medical aid as a % of personnel costs
ADMINISTRATION	73 587	92%	277	0%	1 873	0%	4 023	1%
LOCAL GOVERNANCE	157 002	88%	-	0%	7 922	2%	14 267	4%
DEVELOPMENT & PLANNING	33 447	94%	181	0%	636	0%	1 217	0%
TRADITIONAL INSTITUTION MANAGE	84 245	98%	-	0%	671	0%	1 399	0%
MHA: THE HOUSE OF TRAD LEADERS	14 837	95%	-	0%	297	0%	548	0%
<b>TOTAL</b>	<b>363 118</b>	<b>92%</b>	<b>458</b>	<b>0%</b>	<b>11 399</b>	<b>3%</b>	<b>21 454</b>	<b>5%</b>

**Table 3.1.4 Salaries, Overtime, Home Owners Allowance and Medical Aid by salary band for the period 1 April 2020 and 31 March 2021**

Salary band	Salaries		Overtime		Home Owners Allowance		Medical Aid	
	Amount (R'000)	Salaries as a % of personnel costs	Amount (R'000)	Overtime as a % of personnel costs	Amount (R'000)	HOA as a % of personnel costs	Amount (R'000)	Medical aid as a % of personnel costs
01 Lower skilled (Levels 1-2)	26	0%	-	0%	-	0%	-	0%
02 Skilled (Levels 3-5)	11 165	3%	54	0%	965	0%	1 836	0%
03 Highly skilled production (Levels 6-8)	171 096	43%	164	0%	8 469	2%	15 133	4%
04 Highly skilled supervision (Levels 9-12)	94 124	24%	237	0%	1 688	0%	4 264	1%
05 Senior management (Levels >= 13)	18 967	5%	-	0%	266	0%	147	0%
10 Contract (Levels 1-2)	101	0%	-	0%	-	0%	28	0%
11 Contract (Levels 3-5)	636	0%	-	0%	-	0%	-	0%
12 Contract (Levels 6-8)	545	0%	-	0%	-	0%	40	0%
13 Contract (Levels 9-12)	3 533	1%	-	0%	11	0%	-	0%
14 Contract (Levels >= 13)	1 930	0%	-	0%	-	0%	-	0%
18 Contract Other	798	0%	3	0%	-	0%	6	0%
20 Abnormal Appointment	60 197	15%	-	0%	-	0%	-	0%
<b>TOTAL</b>	<b>363 118</b>	<b>92%</b>	<b>458</b>	<b>0%</b>	<b>11 399</b>	<b>3%</b>	<b>21 454</b>	<b>5%</b>

### 3.2. Employment and Vacancies

The tables in this section summarise the position with regard to employment and vacancies.

The following tables summarise the number of posts on the establishment, the number of employees, the vacancy rate, and whether there are any staff that are additional to the establishment.

This information is presented in terms of three key variables:

- programme
- salary band
- Critical occupations (see definition in notes below).

Departments have identified critical occupations that need to be monitored. In terms of current regulations, it is possible to create a post on the establishment that can be occupied by more than one employee. Therefore, the vacancy rate reflects the percentage of posts that are not filled.

**Table 3.2.1 Employment and vacancies by programmes on 1 April 2020 and 31 March 2021**

Programme	Number of posts on approved establishment	Number of posts filled	Vacancy Rate	Number of employees additional to the establishment
ADMINISTRATION	160	138	13.8	-
LOCAL GOVERNANCE Permanent	481	474	1.5	-
DEVELOPMENT & PLANNING	55	50	9.1	-
TRADITIONAL INSTITUTION MANAGE	67	60	10.4	-
THE HOUSE OF TRAD LEADERS	23	22	4.3	-
<b>TOTAL</b>	<b>786</b>	<b>744</b>	<b>5.3</b>	<b>-</b>

**Note: The total number of officials in the Department is 744, but 24 officials are Senior Traditional Leaders of which their nature of appointment was amended in order to enable the PERSAL to allow them to get benefits such as medical aid.**

**Table 3.2.2 Employment and vacancies by salary band as on 1 April 2020 and 31 March 2021**

Salary band	Number of posts on approved establishment	Number of posts filled	Vacancy Rate	Number of employees additional to the establishment
Lower Skilled (Levels 1-2), Permanent	3	3	-	-
Skilled (Levels 3-5), Permanent	58	57	2	-
Highly Skilled Production (Levels 6-8), Permanent	528	513	3	-
Highly Skilled Supervision (Levels 9-12), Permanent	151	141	7	-
Senior Management (Levels >= 13), Permanent	32	16	50	-
Other, Permanent	11	11	-	-
Contract (Levels 3-5), Permanent	3	3	-	-
<b>TOTAL</b>	<b>786</b>	<b>744</b>	<b>5</b>	<b>-</b>

**Table 3.2.3 Employment and vacancies by critical occupations as on 1 April 2020 and 31 March 2021**

Critical occupation	Number of posts on approved establishment	Number of posts filled	Vacancy Rate	Number of employees additional to the establishment
ADMINISTRATIVE RELATED, Permanent	144	133	10	-
AGRICULTURE RELATED, Permanent	3	3	-	-
ARCHITECTS TOWN AND TRAFFIC PLANNERS, Permanent	5	5	-	-
CARTOGRAPHIC SURVEYING AND RELATED TECHNICIANS, Permanent	2	2	-	-
CASHIERS TELLERS AND RELATED CLERKS, Permanent	1	1	-	-
CLEANERS IN OFFICES WORKSHOPS HOSPITALS ETC., Permanent	17	17	-	-
COMMUNICATION AND INFORMATION RELATED, Permanent	2	2	-	-
FINANCE AND ECONOMICS RELATED, Permanent	8	7	13	-
FINANCIAL AND RELATED PROFESSIONALS, Permanent	9	8	11	-
FINANCIAL CLERKS AND CREDIT CONTROLLERS, Permanent	13	12	8	-
FOOD SERVICES AIDS AND WAITERS, Permanent	1	1	-	-
GENERAL LEGAL ADMINISTRATION & REL. PROFESSIONALS, Permanent	2	2	-	-
HEAD OF DEPARTMENT/CHIEF EXECUTIVE OFFICER, Permanent	1	-	100	-
HUMAN RESOURCES & ORGANISAT DEVELOPM & RELATE PROF, Permanent	1	-	100	-
HUMAN RESOURCES CLERKS, Permanent	1	1	-	-
HUMAN RESOURCES RELATED, Permanent	21	19	10	-
INFORMATION TECHNOLOGY RELATED, Permanent	6	6	-	-
LIBRARY MAIL AND RELATED CLERKS, Permanent	4	4	-	-
MESSENGERS PORTERS AND DELIVERERS, Permanent	4	4	-	-
MOTOR VEHICLE DRIVERS, Permanent	1	1	-	-
OTHER ADMINISTRAT & RELATED CLERKS AND ORGANISERS, Permanent	445	431	3	-
OTHER ADMINISTRATIVE POLICY AND RELATED OFFICERS, Permanent	19	19	-	-
OTHER OCCUPATIONS, Permanent	29	28	3	-
QUANTITY SURVEYORS & RELA PROF NOT CLASS ELSEWHERE, Permanent	1	1	-	-
RISK MANAGEMENT AND SECURITY SERVICES, Permanent	1	-	100	-
SECRETARIES & OTHER KEYBOARD OPERATING CLERKS, Permanent	24	23	4	-
SENIOR MANAGERS, Permanent	21	14	33	-
<b>TOTAL</b>	<b>786</b>	<b>744</b>	<b>5</b>	<b>-</b>



### 3.3. Filling of SMS Posts

The tables in this section provide information on employment and vacancies as it relates to members of the Senior Management Service by salary level. It also provides information on advertising and filling of SMS posts, reasons for not complying with prescribed timeframes and disciplinary steps taken.

*Table 3.3.1 SMS post information as on 31 March 2021*

SMS Level	Total number of funded SMS posts	Total number of SMS posts filled	% of SMS posts filled	Total number of SMS posts vacant	% of SMS posts vacant
Salary Level 16 (MEC/ DG)	1	1	100%	0	0%
Salary Level 15 (HOD)	1	0	0%	1	100%
Salary Level 14	3	3	75%	4	57%
Salary Level 13	12	12	57%	21	64%
<b>Total</b>	<b>17</b>	<b>16</b>	<b>62%</b>	<b>26</b>	<b>62%</b>

*Table 3.3.2 SMS post information as on 30 September 2020*

SMS Level	Total number of funded SMS posts	Total number of SMS posts filled	% of SMS posts filled	Total number of SMS posts vacant	% of SMS posts vacant
Salary Level 16 (MEC/ DG)	1	1	100%	0	0%
Salary Level 15 (HOD)	1	0	0%	1	100%
Salary Level 14	3	3	75%	4	57%
Salary Level 13	12	12	57%	21	64%
<b>Total</b>	<b>17</b>	<b>16</b>	<b>62%</b>	<b>26</b>	<b>62%</b>

*Table 3.3.3 Advertising and filling of SMS posts for the period 1 April 2020 and 31 March 2021*

SMS Level	Advertising	Filling of Posts	
	Number of vacancies per level advertised in 6 months of becoming vacant	Number of vacancies per level advertised in 6 months of becoming vacant	Number of vacancies per level not Filled in 6 months but filled in 12 months
Director-General/ Head of Department	0	0	0
Salary Level 16	0	0	0
Salary Level 15	0	0	0
Salary Level 14	0	0	0
Salary Level 13	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>

*Table 3.3.4 Reasons for not having complied with the filling of funded vacant SMS - Advertised within 6 months and filled within 12 months after becoming vacant for the period 1 April 2020 and 31 March 2021*

Reasons for vacancies not advertised within six months
Vacant post were advertised in November 2020 and appointments are in the process of being finalised.

Reasons for vacancies not filled within six months
Vacant post were advertised in November 2020 and appointments are in the process of being finalised.

*Table 3.3.5 Disciplinary steps taken for not complying with the prescribed timeframes for filling SMS posts within 12 months for the period 1 April 2020 and 31 March 2021*

Reasons for vacancies not advertised within six months
Vacant post were advertised in November 2020 and appointments are in the process of being finalised.

Reasons for vacancies not filled within six months
Vacant post were advertised in November 2020 and appointments are in the process of being finalised.

#### Notes

- In terms of the Public Service Regulations Chapter 1, Part VII C.1A.2, departments must indicate good cause or reason for not having complied with the filling of SMS posts within the prescribed timeframes. In the event of non-compliance with this regulation, the relevant executive authority or head of department must take appropriate disciplinary steps in terms of section 16A (1) or (2) of the Public Service Act.

### 3.4. Job Evaluation

Within a nationally determined framework, executing authorities may evaluate or re-evaluate any job in his or her organisation. In terms of the Regulations all vacancies on salary levels 9 and higher must be evaluated before they are filled. The following table summarises the number of jobs that were evaluated during the year under review. The table also provides statistics on the number of posts that were upgraded or downgraded.

*Table 3.4.1 Job Evaluation by Salary band for the period 1 April 2020 and 31 March 2021*

Salary band	Number of posts on approved establishment	Number of Jobs Evaluated	% of posts evaluated by salary bands	Posts Upgraded		Posts downgraded	
				Number	% of posts evaluated	Number	% of posts evaluated
Lower Skilled (Levels 1-2)	3	-	-	-	-	-	-
Skilled (Levels 3-5)	58	-	-	-	-	-	-
Highly Skilled Production (Levels 6-8)	528	-	-	-	-	-	-
Highly Skilled Supervision (Levels 9-12)	151	-	-	-	-	-	-
Senior Management Service Band A	24	-	-	-	-	-	-
Senior Management Service Band B	6	-	-	-	-	-	-
Senior Management Service Band C	1	-	-	-	-	-	-
Senior Management Service Band D	1	-	-	-	-	-	-
Other	11	-	-	-	-	-	-
Contract (Levels 3-5)	3	-	-	-	-	-	-
<b>TOTAL</b>	<b>786</b>	-	-	-	-	-	-

The following table provides a summary of the number of employees whose positions were upgraded due to their post being upgraded. The number of employees might differ from the number of posts upgraded since not all employees are automatically absorbed into the new posts and some of the posts upgraded could also be vacant.

*Table 3.4.2 Profile of employees whose positions were upgraded due to their posts being upgraded for the period 1 April 2020 and 31 March 2021*

Gender	African	Asian	Coloured	White	Total
Female	0	0	0	0	0
Male	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Employees with a disability	<b>0</b>
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The following table summarises the number of cases where remuneration bands exceeded the grade determined by job evaluation. Reasons for the deviation are provided in each case.

*Table 3.4.3 Employees with salary levels higher than those determined by job evaluation by occupation for the period 1 April 2020 and 31 March 2021*

Occupation	Number of employees	Job evaluation level	Remuneration level	Reason for deviation
None	0	N/A	N/A	N/A
<b>Total number of employees whose salaries exceeded the level determined by job evaluation</b>				<b>N/A</b>
<b>Percentage of total employed</b>				<b>0</b>

The following table summarises the beneficiaries of the above in terms of race, gender, and disability.

*Table 3.4.4 Profile of employees who have salary levels higher than those determined by job evaluation for the period 1 April 2020 and 31 March 2021*

Gender	African	Asian	Coloured	White	Total
Total number of Employees whose salaries exceeded the grades determine by job evaluation					<b>0</b>

### 3.5. Employment Changes

This section provides information on changes in employment over the financial year. Turnover rates provide an indication of trends in the employment profile of the department. The following tables provide a summary of turnover rates by salary band and critical occupations (see definition in notes below).

**Table 3.5.1 Annual turnover rates by salary band for the period 1 April 2020 and 31 March 2021**

Salary band	Number of employees at beginning of period-1 April 2020	Appointments and transfers into the department	Terminations and transfers out of the department	Turnover rate
Lower skilled (Levels 1-2) Permanent	0	3	0	0
Skilled (Levels 3-5) Permanent	57	3	4	3,5
Highly Skilled Production (Levels 6-8) Permanent	537	0	17	2,6
Highly Skilled Supervision (Levels 9-12) Permanent	143	3	10	4,2
Senior Management Service Band A Permanent	12	1	2	8,3
Senior Management Service Band B Permanent	4	0	1	25
Senior Management Service Band D Permanent	1	1	0	0
Other Permanent	15	0	4	26,7
Contract (Levels 1-2) Permanent	1	0	1	100
Contract (Levels 3-5) Permanent	4	1	1	25
Contract (Levels 6-8) Permanent	2	0	2	100
Contract (Levels 9-12) Permanent	5	0	5	100
Contract Band A Permanent	2	0	2	100
<b>TOTAL</b>	<b>783</b>	<b>12</b>	<b>49</b>	<b>5</b>

**Table 3.5.2 Annual turnover rates by critical occupation for the period 1 April 2020 and 31 March 2021**

Critical occupation	Number of employees at beginning of period-April 2020	Appointments and transfers into the department	Terminations and transfers out of the department	Turnover rate
ADMINISTRATIVE RELATED Permanent	151	3	17	11,3
AGRICULTURE RELATED Permanent	3	0	0	0
ARCHITECTS TOWN AND TRAFFIC PLANNERS Permanent	5	0	0	0
CARTOGRAPHIC SURVEYING AND RELATED TECHNICIANS Permanent	2	0	0	0
CLEANERS IN OFFICES WORKSHOPS HOSPITALS ETC. Permanent	14	2	2	14,3
COMMUNICATION AND INFORMATION RELATED Permanent	2	0	0	0
ENGINEERING SCIENCES RELATED Permanent	1	0	1	100
FINANCE AND ECONOMICS RELATED Permanent	7	0	0	0
FINANCIAL AND RELATED PROFESSIONALS Permanent	10	0	1	10
FINANCIAL CLERKS AND CREDIT CONTROLLERS Permanent	13	0	0	0
FOOD SERVICES AIDS AND WAITERS Permanent	1	1	1	100
GENERAL LEGAL ADMINISTRATION & REL. PROFESSIONALS Permanent	2	0	0	0
HUMAN RESOURCES CLERKS Permanent	1	0	0	0
HUMAN RESOURCES RELATED Permanent	21	0	1	4,8
INFORMATION TECHNOLOGY RELATED Permanent	6	0	0	0
LIBRARY MAIL AND RELATED CLERKS Permanent	4	0	0	0
MESSENGERS PORTERS AND DELIVERERS Permanent	5	2	2	40
MOTOR VEHICLE DRIVERS Permanent	1	0	0	0
OTHER ADMINISTRAT & RELATED CLERKS AND ORGANISERS Permanent	442	2	18	4,1
OTHER ADMINISTRATIVE POLICY AND RELATED OFFICERS Permanent	21	0	0	0
OTHER OCCUPATIONS Permanent	30	0	2	6,7
QUANTITY SURVEYORS & RELA PROF NOT CLASS ELSEWHERE Permanent	1	0	0	0
SECRETARIES & OTHER KEYBOARD OPERATING CLERKS Permanent	24	0	1	4,2
SENIOR MANAGERS Permanent	16	1	3	18,8
<b>Total</b>	<b>783</b>	<b>11</b>	<b>49</b>	<b>6,3</b>

The table below identifies the major reasons why staff left the department.

**Table 3.5.3 Reasons why staff left the department for the period 1 April 2020 and 31 March 2021**

Termination Type	Number	% of Total Resignations
01 Death, Permanent	8	16,3
02 Resignation, Permanent	12	24,5
03 Expiry of contract, Permanent	16	32,7
07 Dismissal-misconduct, Permanent	2	4,1
09 Retirement, Permanent	12	22,4
<b>TOTAL</b>	<b>49</b>	<b>100</b>

**Table 3.5.4 Promotions by critical occupation for the period 1 April 2020 and 31 March 2021**

Occupation	Employees 1 April 2020	Promotions to another salary level	Salary level promotions as a % of employees by occupation	Progressions to another notch within a salary level	Notch progression as a % of employees by occupation
ADMINISTRATIVE RELATED	151	1	0,7	96	64
AGRICULTURE RELATED	3	0	0	3	100
ARCHITECTS TOWN AND TRAFFIC PLANNERS	5	0	0	4	80
CARTOGRAPHIC SURVEYING AND RELATED TECHNICIANS	2	0	0	2	100
CLEANERS IN OFFICES WORKSHOPS HOSPITALS ETC.	14	0	0	10	71
COMMUNICATION AND INFORMATION RELATED	2	0	0	1	50
ENGINEERING SCIENCES RELATED	1	0	0	0	-
FINANCE AND ECONOMICS RELATED	7	0	0	7	100
FINANCIAL AND RELATED PROFESSIONALS	10	0	0	7	70
FINANCIAL CLERKS AND CREDIT CONTROLLERS	13	0	0	8	62
FOOD SERVICES AIDES AND WAITERS	1	0	0	0	-
GENERAL LEGAL ADMINISTRATION & REL. PROFESSIONALS	2	0	0	2	100
HUMAN RESOURCES CLERKS	1	0	0	1	100
HUMAN RESOURCES RELATED	21	0	0	19	91
INFORMATION TECHNOLOGY RELATED	6	0	0	5	83
LIBRARY MAIL AND RELATED CLERKS	4	0	0	3	75
MESSENGERS PORTERS AND DELIVERERS	5	0	0	1	20
MOTOR VEHICLE DRIVERS	1	0	0	0	-
OTHER ADMINISTRAT & RELATED CLERKS AND ORGANISERS	442	0	0	282	64
OTHER ADMINISTRATIVE POLICY AND RELATED OFFICERS	21	0	0	14	67
OTHER OCCUPATIONS	30	1	3,3	3	10
QUANTITY SURVEYORS & RELA PROF NOT CLASS ELSEWHERE	1	0	0	0	-
SECRETARIES & OTHER KEYBOARD OPERATING CLERKS	24	0	0	19	79
SENIOR MANAGERS	16	0	0	11	69
<b>TOTAL</b>	<b>783</b>	<b>2</b>	<b>0,3</b>	<b>498</b>	<b>64</b>

**Table 3.5.5 Promotions by salary band for the period 1 April 2020 and 31 March 2021**

Salary Band	Employees 1 April 2020	Promotions to another salary level	Salary bands promotions as a % of employees by salary level	Progressions to another notch within a salary level	Notch progression as a % of employees by salary bands
Skilled (Levels 1-2), Permanent	0	0	0	44	0
Skilled (Levels 3-5), Permanent	57	0	0	321	563
Highly Skilled Production (Levels 6-8), Permanent	532	1	0,2	121	23
Highly Skilled Supervision (Levels 9-12), Permanent	149	0	0	12	8
Senior Management (Levels >= 13), Permanent	16	0	0	12	75
Other, Permanent	15	0	0	0	0
Contract (Levels 1-2), Permanent	1	0	0	0	0
Contract (Levels 3-5), Permanent	4	0	0	0	0
Contract (Levels 6-8), Permanent	2	0	0	0	0
Contract (Levels 9-12), Permanent	5	0	0	0	0
Contract (Levels >= 13), Permanent	2	0	0	0	0
<b>Total</b>	<b>783</b>	<b>1</b>	<b>0,1</b>	<b>510</b>	<b>65</b>

### 3.6 Employment Equity

*Table 3.6.1 Total number of employees (including employees with disabilities) in each of the following occupational categories as on 31 March 2020*

Occupational Categories	Male African	Male, Coloured	Male Indian	Male White	Female African	Female, Coloured	Female, Indian	Female, White	Total
SENIOR OFFICIALS AND MANAGERS	10	0	0	0	5	0	0	0	15
PROFESSIONALS	23	1	0	2	26	0	0	1	53
TECHNICIANS AND ASSOCIATE PROFESSIONALS	71	1	0	2	80	0	0	1	155
CLERKS	211	1	1	0	263	0	0	1	477
PLANT AND MACHINE OPERATORS AND ASSEMBLERS	1	0	0	0	0	0	0	0	1
LABOURERS AND RELATED WORKERS	21	0	0	0	22	0	0	0	43
<b>TOTAL</b>	<b>337</b>	<b>3</b>	<b>1</b>	<b>4</b>	<b>396</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>744</b>
<b>Employees with disabilities</b>	6	0	0	0	2	0	0	0	8

*Table 3.6.2 Total number of employees (including employees with disabilities) in each of the following occupational bands as on 1 April 2020*

Occupational Bands	Male African	Male Coloured	Male Indian	Male, White	Female, African	Female, Coloured	Female, Indian	Female, White	Total
Top Management, Permanent	0	0	0	0	0	0	0	0	0
Senior Management, Permanent	11	0	0	0	4	0	0	1	16
Professionally qualified and experienced specialists and mid-management, Permanent	75	1	0	4	59	0	0	2	141
Skilled technical and academically qualified workers, junior management, supervisors, foremen, Permanent	230	2	1	0	284	0	0	0	517
Semi-skilled and discretionary decision making, Permanent	16	0	0	0	40	0	0	1	57
Unskilled and defined decision making, Permanent	0	0	0	0	3	0	0	0	3
Not Available, Permanent	5	0	0	5	0	6	0	0	11
Contract (Semi-Skilled), Permanent	0	0	0	2	0	0	0	0	0
<b>TOTAL</b>	<b>337</b>	<b>3</b>	<b>1</b>	<b>11</b>	<b>386</b>	<b>6</b>	<b>0</b>	<b>4</b>	<b>744</b>

*Table 3.6.3 Recruitment for the period 1 April 2020 and 31 March 2021*

Occupational band	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Top Management, Permanent	0	0	0	0	0	0	0	0	0
Senior Management, Permanent	1	0	0	0	0	0	0	0	1
Professionally qualified and experienced specialists and mid-management, Permanent	0	0	0	0	3	0	0	0	3
Semi-skilled and discretionary decision making, Permanent	0	0	0	0	0	0	0	0	0
Unskilled and defined decision making, Permanent	4	0	0	0	0	0	0	0	4
Contract (Semi-skilled), Permanent	2	0	0	0	2	0	0	0	4
<b>TOTAL</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>12</b>
<b>Employees with disabilities</b>	0	0	0	0	0	0	0	0	0

*Table 3.6.4 Promotions for the period 1 April 2020 and 31 March 2021*

Occupational band	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
02 Senior Management, Permanent	8	0	0	0	4	0	0	0	12
03 Professionally qualified and experienced specialists and mid-management, Permanent	64	1	0	2	54	0	0	2	123
04 Skilled technical and academically qualified workers, junior management, supervisors, foremen, Permanent	147	1	1	0	172	0	0	0	321
05 Semi-skilled and discretionary decision making, Permanent	13	0	0	0	31	0	0	0	44
<b>TOTAL</b>	<b>232</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>261</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>500</b>
Employees with disabilities	3	0	0	0	0	0	0	0	3

**Table 3.6.5 Terminations for the period 1 April 2020 and 31 March 2021**

Occupational band	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Senior Management, Permanent	1	0	0	0	1	0	0	1	3
Professionally qualified and experienced specialists and mid-management, Permanent	3	0	0	0	1	0	0	0	4
Skilled technical and academically qualified workers, junior management, supervisors, foremen, Permanent	19	0	0	0	4	0	0	0	23
Semi-skilled and discretionary decision making, Permanent	0	0	0	0	3	0	0	0	3
Not Available, Permanent	0	0	0	0	0	0	0	0	0
Contract (Senior Management), Permanent	2	0	0	0	0	0	0	0	2
Contract (Professionally qualified), Permanent	2	0	0	0	3	0	0	0	5
Contract (Skilled technical), Permanent	1	0	0	0	1	0	0	0	2
Contract (Semi-skilled), Permanent	2	0	0	0	5	0	0	0	7
Contract (Unskilled), Permanent	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>30</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>18</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>49</b>
Employees with disabilities	1	0	0	1	0	0	0	0	1

**Table 3.6.6 Disciplinary action for the period 1 April 2020 and 31 March 2021**

Disciplinary action	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
NO OUTCOME	6	0	0	0	6	0	0	0	12
<b>TOTAL</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>12</b>

**Table 3.6.7 Skills development for the period 1 April 2020 and 31 March 2021**

Occupational category	Male				Female				Total
	African	Coloured	Indian	White	African	Coloured	Indian	White	
Legislators, senior officials and managers	0	0	0	0	2	0	0	1	3
Professionals	2	0	0	4	7	0	0	1	14
Technicians and associate professionals	7	0	0	0	2	0	0	0	9
Clerks	1	0	0	0	2	0	0	1	4
Service and sales workers	0	0	0	0	0	0	0	0	0
Skilled agriculture and fishery workers	0	0	0	0	0	0	0	0	0
Craft and related trades workers	0	0	0	0	0	0	0	0	0
Plant and machine operators and assemblers	1	0	0	0	0	0	0	0	1
Elementary occupations	2	0	0	0	11	0	0	0	13
<b>Total</b>	<b>13</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>24</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>44</b>
Employees with disabilities	0	0	0	0	0	0	0	0	0

### 3.7 Signing of Performance Agreements by SMS Members

All members of the SMS must conclude and sign performance agreements within specific timeframes. Information regarding the signing of performance agreements by SMS members, the reasons for not complying within the prescribed timeframes and disciplinary steps taken is presented here.

**Table 3.7.1 Signing of Performance Agreements by SMS members as on 31 May 2020**

SMS Level	Total number of funded SMS posts	Total number of SMS members	Total number of signed performance agreements	Signed performance agreements as % of total number of SMS members
Salary Level 16	0	0	0	0%
Salary Level 15(HOD)	1	0	0	0%
Salary Level 14	4	4	3	75%
Salary Level 13	12	12	14	116%
<b>Total</b>	<b>17</b>	<b>16</b>	<b>18</b>	<b>113%</b>

**Table 3.7.2 Reasons for not having concluded Performance agreements for all SMS members as on 31 May 2020**

Reasons
None

**Table 3.7.3 Disciplinary steps taken against SMS members for not having concluded Performance agreements as on 31 May 2020**

Reasons
None

### 3.8 Performance Rewards

To encourage good performance, the department has granted the following performance rewards during the year under review. The information is presented in terms of race, gender, disability, salary bands and critical occupations (see definition in notes below).

**Table 3.8.1 Performance Rewards by race, gender and disability for the period 1 April 2020 and 31 March 2021**

Demographics	Number of Beneficiaries	Total Employment	Percentage of Total Employment	Cost (R'000)	Average Cost per Beneficiary (R)
African, Female	184	396	46.5	1 567	8 518
African, Male	127	337	37.9	1 525	12 007
Asian, Female	0	0	0	-	0
Asian, Male	0	1	0	-	0
Coloured, Female	0	0	0	-	0
Coloured, Male	3	3	100	23	7 621
Total Blacks, Female	184	396	46.5	1 567	8 518
Total Blacks, Male	130	341	38.3	1 548	11 906
White, Female	4	3	133.3	80	19 983
White, Male	2	4	50	45	22 544
Employees with a disability	0	8	0%	-	-
<b>TOTAL</b>	<b>320</b>	<b>744</b>	<b>42%</b>	<b>3 240</b>	<b>10 125</b>

**Table 3.8.2 Performance Rewards by salary band for personnel below Senior Management Service for the period 1 April 2020 and 31 March 2021**

Salary Band	Number of Beneficiaries	Total Employment	Percentage of Total Employment	Cost (R'000)	Average Cost per Beneficiary (R)
Lower Skilled (Levels 1-2)	0	3	0%	-	-
Skilled (Levels 3-5)	51	57	89%	216	4 226
Highly Skilled Production (Levels 6-8)	144	529	28%	881	6 115
Highly Skilled Supervision (Levels 9-12)	110	141	78%	1 631	14 830
Other	0	11	0%	-	-
Contract (Levels 3-5)	0	3	0%	-	-
<b>TOTAL</b>	<b>305</b>	<b>744</b>	<b>42%</b>	<b>2 727</b>	<b>8 942</b>



**Table 3.8.3 Performance Rewards by critical occupation for the period 1 April 2020 and 31 March 2021**

Critical Occupations	Number of Beneficiaries	Total Employment	Percentage of Total Employment	Cost (R'000)	Average Cost per Beneficiary (R)
FINANCIAL CLERKS AND CREDIT CONTROLLERS	9	12	75%	75	8 343
HUMAN RESOURCES CLERKS	1	1	100%	4	4 171
MESSENGERS PORTERS AND DELIVERERS	1	4	25%	4	3 541
FINANCE AND ECONOMICS RELATED	7	7	100%	125	17 913
OTHER ADMINISTRAT & RELATED CLERKS AND ORGANISERS	95	431	22%	509	5 356
OTHER OCCUPATIONS	2	28	7%	13	6 628
FINANCIAL AND RELATED PROFESSIONALS	7	8	88%	89	12 759
ARCHITECTS TOWN AND TRAFFIC PLANNERS	2	5	40%	57	28 750
ADMINISTRATIVE RELATED	96	133	72%	1 232	12 829
COMMUNICATION AND INFORMATION RELATED	2	2	100%	31	15 617
SECRETARIES & OTHER KEYBOARD OPERATING CLERKS	23	23	100%	112	4 859
LIBRARY MAIL AND RELATED CLERKS	4	4	100%	17	4 249
CLEANERS IN OFFICES WORKSHOPS HOSPITALS ETC.	14	17	82%	45	3 186
HUMAN RESOURCES RELATED	14	19	74%	176	12 544
CASHIERS TELLERS AND RELATED CLERKS	0	1	0%	-	-
GENERAL LEGAL ADMINISTRATION & REL. PROFESSIONALS	2	2	100%	49	24 347
CARTOGRAPHIC SURVEYING AND RELATED TECHNICIANS	2	2	100%	17	8 394
OTHER ADMINISTRATIVE POLICY AND RELATED OFFICERS	16	19	84%	120	7 497
SENIOR MANAGERS	14	14	100%	485	34 616
MOTOR VEHICLE DRIVERS	1	1	100%	4	4 297
FOOD SERVICES AIDERS AND WAITERS	0	1	0%	-	-
QUANTITY SURVEYORS & RELA PROF NOT CLASS ELSEWHERE	1	1	100%	12	11 937
INFORMATION TECHNOLOGY RELATED	4	6	67%	48	11 954
AGRICULTURE RELATED	3	3	100%	17	5 733
<b>TOTAL</b>	<b>320</b>	<b>744</b>	<b>43%</b>	<b>3 240</b>	<b>10 125</b>

**Table 3.8.4 Performance related rewards (cash bonus), by salary band for Senior Management Service for the period 1 April 2020 and 31 March 2021**

SMS Band	Number of Beneficiaries	Total Employment	Percentage of Total Employment	Cost (R'000)	Average Cost per Beneficiary (R)	% of SMS Wage Bill	Personnel Cost SMS (R'000)
Band A	12	12	100%	407	33 951	2,4	17 246
Band B	3	3	100%	105	35 087	1,9	5 462
Band D	0	1	0%	0	-	0	1 999
<b>TOTAL</b>	<b>15</b>	<b>16</b>	<b>94%</b>	<b>513</b>	<b>34 178</b>	<b>2,1</b>	<b>24 707</b>

### 3.9 Foreign Workers

The tables below summarise the employment of foreign nationals in the department in terms of salary band and major occupation.

**Table 3.9.1 Foreign workers by salary band for the period 1 April 2020 and 31 March 2021**

Salary band	01 April 2014		31 March 2014		Change	
	Number	% of total	Number	% of total	Number	% Change
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

*Table 3.9.2 Foreign workers by major occupation for the period 1 April 2020 and 31 March 2021*

Major occupation	01 April 20YY		31 March 20ZZ		Change	
	Number	% of total	Number	% of total	Number	% Change
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### 3.10 Leave utilisation

The Public Service Commission identified the need for careful monitoring of sick leave within the public service. The following tables provide an indication of the use of sick leave and disability leave. In both cases, the estimated cost of the leave is also provided.

*Table 3.10.1 Sick leave for the period 1 January 2020 to 31 December 2021*

Salary band	Total days	% Days with Medical certification	Number of Employees using sick leave	% of total employees using sick leave	Average days per employee	Estimated Cost (R'000)
Contract (Levels 3-5)	1	100	1	0,6	1	1
Contract Other	15	53,3	6	3,8	3	6
Highly skilled production (Levels 6-8)	477	96,9	66	41,3	7	650
Highly skilled supervision (Levels 9-12)	268	87,7	54	33,8	5	797
Senior management (Levels 13-16)	15	80	5	3,1	3	68
Skilled (Levels 3-5)	188	93,1	28	17,5	7	170
<b>TOTAL</b>	<b>964</b>	<b>92,6</b>	<b>160</b>	<b>100</b>	<b>6</b>	<b>1 691</b>

*Table 3.10.2 Disability leave (temporary and permanent) for the period 1 January 2020 to 31 December 2021*

Salary band	Total days	% Days with Medical certification	Number of Employees using disability leave	% of total employees using disability leave	Average days per employee	Estimated Cost (R'000)
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

The table below summarises the utilisation of annual leave. The wage agreement concluded with trade unions in the PSCBC in 2000 requires management of annual leave to prevent high levels of accrued leave being paid at the time of termination of service.

*Table 3.10.3 Annual Leave for the period 1 April 2020 and 31 March 2021*

Salary band	Total days taken	Number of Employees using annual leave	Average per employee
Contract (Levels 3-5)	15	8	2
Contract (Levels 6-8)	9	9	1
Contract (Levels 9-12)	29	15	2
Contract Other	159	12	13
Highly skilled production (Levels 6-8)	6 952	19	370
Highly skilled supervision (Levels 9-12)	2 361	19	125
Senior management (Levels 13-16)	211	14	15
Skilled (Levels 3-5)	973	18	53
<b>TOTAL</b>	<b>10 709</b>	<b>18</b>	<b>581</b>

*Table 3.10.4 Capped leave for the period 1 April 2020 and 31 March 2021*

Salary Band	Total days of capped leave taken	Average number of days taken per employee	Average capped leave per employee as at 31 December 2015	Number of Employees who took Capped leave	Total number of capped leave available at 31 December 2015	Number of Employees as at 31 December 2015
Contract (Levels 1-2)	0	0	0	0	0	0
Contract (Levels 13-16)	0	0	0	0	0	0
Contract (Levels 3-5)	0	0	0	0	0	0
Contract (Levels 6-8)	0	0	0	0	0	0
Contract (Levels 9-12)	0	0	0	0	0	0
Contract Other	0	0	0	0	0	0
Highly skilled production (Levels 6-8)	0	0	81	0	2 425	30
Highly skilled supervision (Levels 9-12)	0	0	67	0	3 613	54
Senior management (Levels 13-16)	0	0	40	0	358	9
Skilled (Levels 3-5)	0	0	46	0	651	14
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>66</b>	<b>0</b>	<b>7 047</b>	<b>107</b>

The following table summarise payments made to employees as a result of leave that was not taken.

**Table 3.10.5 Leave payouts for the period 1 April 2020 and 31 March 2021**

Reason	Total amount (R'000)	Number of employees	Average per employee (R'000)
ANNUAL - DISCOUNTING WITH RESIGNATION (WORK DAYS)	476	13	36 615
ANNUAL - DISCOUNTING: CONTRACT EXPIRY (WORK DAYS)	9	2	4 500
ANNUAL - GRATUITY: DEATH/RETIREMENT/MEDICAL RETIREMENT(WORK	515	10	51 500
CAPPED - GRATUITY: DEATH/RETIREMENT/MEDICAL RETIREMENT(WORK	1 180	5	236 000
<b>TOTAL</b>	<b>2 180</b>	<b>30</b>	<b>72 667</b>

### 3.11 HIV/AIDS & Health Promotion Programmes

**Table 3.11.1 Steps taken to reduce the risk of occupational exposure**

Units/categories of employees identified to be at high risk of contracting HIV & related diseases (if any)	Key steps taken to reduce the risk
None	N/A

**Table 3.11.2 Details of Health Promotion and HIV/AIDS Programmes (tick the applicable boxes and provide the required information)**

Question	Yes	No	Details, if yes
1. Has the department designated a member of the SMS to implement the provisions contained in Part VI E of Chapter 1 of the Public Service Regulations, 2001? If so, provide her/his name and position.	X		The (A) Chief Director : Corporate Services , Ms RV Jones
2. Does the department have a dedicated unit or has it designated specific staff members to promote the health and well-being of your employees? If so, indicate the number of employees who are involved in this task and the annual budget that is available for this purpose.	X		The Department has the Special Programme/Employee Health and Wellness unit dealing with the issues of HIV /AIDS and TB Management.  Currently the Unit is understaffed with only 02 officials (1 Deputy Director and 1 Admin Officer ) and the budget in both sub programmes Special Programmes and Employee Health and Wellness
3. Has the department introduced an Employee Assistance or Health Promotion Programme for your employees? If so, indicate the key elements/services of this Programme.	x		Yes, the Department has a Wellness Unit which addresses health and wellness matters in workplace according the following pillars: HIV/AIDS and TB Management, Health and Productivity Management, SHERQ and Wellness Management.
4. Has the department established (a) committee(s) as contemplated in Part VI E.5 (e) of Chapter 1 of the Public Service Regulations, 2001? If so, please provide the names of the members of the committee and the stakeholder(s) that they represent.	X		The Department established the OHS/COVID-19 /Employee Health and Wellness Committee comprising of the representatives from different Directorates in the Department . The following are members : Ms RV Jones (A) Chief Director : Corporate Services, Ms NL Malupe (Special Programmes/EHWP), Mr IP Chiloane (Special Programmes/EHWP), Ms M Mandlazi (A) Dir : HRM and Compliance Officer , Mr MG Malatjie (Labour Relations) , Mr J Motha (House of Traditional Leadership ) Mr KJ Mavuso (Programme 3 and Disaster Management Centre, Mr J Bernadie (Disaster Mangement Centre , Regional Thusong Service Centres and Regional Offices) , Ms AY Mbuyane (Riverside House Building and Thusong Centres) , Mr Mbethe ( Salaries and Financial Administration, Ms K Nkambule (Traditional Institutions Management ) , Ms E Maluleka (Land Use Management), Mr Welcome Themba ( Disability Sector ) Ms RM Maputu ( Security Management) , Ms P Tshabalala (Planning Directorate) , Ms L Msibi (Communications Directorate) , Mr D Matsheka (Risk and Compliance unit) Mr B Simelane ( Supply Chain Management) , Mr H Singwane (PSA Union Representative ) Ms S Mabona(NEHAWU Union Representative ) and Mr K Manzini (Public Participation Directorate)
5. Has the department reviewed its employment policies and practices to ensure that these do not unfairly discriminate against employees on the basis of their HIV status? If so, list the employment policies/practices so reviewed.	X		All the policies are reviewed annually and the employees are requested to make inputs during the policy review sessions
6. Has the department introduced measures to protect HIV-positive employees or those perceived to be HIV-positive from discrimination? If so, list the key elements of these measures.	X		HIV /Aids and TB Management policy is in place. The Unit also arrange Workshops in HIV and AIDS wherein there is health screening. The stakeholders GEMS and Department of Health assists in this regard.
7. Does the department encourage its employees to undergo Voluntary Counselling and Testing? If so, list the results that you have you achieved.	X		<ul style="list-style-type: none"> <li>Yes Voluntary Counselling and Testing is being provided to employees in all Districts. GEMS and Department of Health assists with the facilitation of screening services</li> </ul>

Question	Yes	No	Details, if yes
8. Has the department developed measures/indicators to monitor & evaluate the impact of its health promotion programme? If so, list these measures/indicators.	x		The Unit uses the Questionnaire which is distributed to officials to complete after every workshop conducted. GEMS and Department of Health also provide the Department with the wellness report after every health screening conducted

### 3.12 Labour Relations

*Table 3.12.1 Collective agreements for the period 1 April 2020 and 31 March 2021*

Subject matter	Date
Number of collective agreements	none

The following table summarises the outcome of disciplinary hearings conducted within the department for the year under review.

*Table 3.12.2 Misconduct and disciplinary hearings finalised for the period 1 April 2020 and 31 March 2021*

Outcomes of disciplinary hearings	Number	% of total
NO OUTCOME	2	100
<b>TOTAL</b>	<b>2</b>	<b>100</b>

*Table 3.12.3 Types of misconduct addressed at disciplinary hearings for the period 1 April 2020 and 31 March 2021*

Type of misconduct	Number	% of total
ABSENT FROM WORK WITHOUT REASON OR PERMISSION	2	100
<b>TOTAL</b>	<b>2</b>	<b>100</b>

*Table 3.12.4 Grievances logged for the period 1 April 2020 and 31 March 2021*

Grievances	Number	% of Total
Not resolved	1	100
<b>TOTAL</b>	<b>1</b>	<b>100</b>

*Table 3.12.5 Disputes logged with Councils for the period 1 April 2020 and 31 March 2021*

Disputes	Number	% of Total
Number of disputes upheld	0	0
Number of disputes dismissed	0	0
<b>Total number of disputes lodged</b>	<b>0</b>	<b>0</b>

*Table 3.12.6 Strike actions for the period 1 April 2020 and 31 March 2021*

Total number of persons working days lost	0
Total costs working days lost	0
Amount recovered as a result of no work no pay (R'000)	0

*Table 3.12.7 Precautionary suspensions for the period 1 April 2020 and 31 March 2021*

Number of people suspended	0
Number of people whose suspension exceeded 30 days	0
Average number of days suspended	0
Cost of suspension(R'000)	0

### 3.13 Skills development

This section highlights the efforts of the department with regard to skills development.

*Table 3.13.1 Training needs identified for the period 1 April 2020 and 31 March 2021*

Occupational category	Gender	Number of employees as at 1 April 2020	Training needs identified at start of the reporting period			
			Learner-ships	Skills Programmes & other short courses	Other forms of training	Total
Legislators, senior officials and managers	Female	5	0	18	7	25
	Male	10	0	18	7	25
Professionals	Female	27	0	32	8	40
	Male	26	0	32	8	40
Technicians and associate professionals	Female	81	0	32	8	40
	Male	73	0	32	8	40
Clerks	Female	266	2	35	9	46
	Male	212	2	35	9	46
Service and sales workers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Skilled agriculture and fishery workers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Craft and related trades workers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Plant and machine operators and assemblers	Female	0	0	0	0	0
	Male	1	0	1	0	1
Elementary occupations	Female	22	0	1	0	1
	Male	27	0	1	0	1
Sub Total	Female	401	2	118	32	152
	Male	349	2	119	32	153
<b>Total</b>		<b>750</b>	<b>4</b>	<b>237</b>	<b>64</b>	<b>305</b>

*Table 3.13.2 Training provided for the period 1 April 2020 and 31 March 2021*

Occupational category	Gender	Number of employees as at 1 April 2020	Training provided within the reporting period			
			Learnerships	Skills Programmes & other short courses	Other forms of training	Total
Legislators, senior officials and managers	Female	5	0	1	1	2
	Male	10	0	0	0	0
Professionals	Female	26	0	1	2	3
	Male	23	0	1	1	2
Technicians and associate professionals	Female	78	0	1	0	1
	Male	71	0	1	1	2
Clerks	Female	263	0	1	1	2
	Male	213	0	1	1	2
Service and sales workers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Skilled agriculture and fishery workers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Craft and related trades workers	Female	0	0	0	0	0
	Male	0	0	0	0	0
Plant and machine operators and assemblers	Female	22	0	0	0	0
	Male	1	0	0	1	1
Elementary occupations	Female	0	0	0	0	0
	Male	21	0	0	1	1
Sub Total	Female	399	0	4	4	8
	Male	345	0	3	5	8
<b>Total</b>		<b>744</b>	<b>0</b>	<b>7</b>	<b>9</b>	<b>16</b>

### 3.14 Injury on duty

The following tables provide basic information on injury on duty.

*Table 3.14.1 Injury on duty for the period 1 April 2020 and 31 March 2021*

Nature of injury on duty	Number	% of total
Required basic medical attention only	0	0
Temporary Total Disablement	2	100%
Permanent Disablement	0	0
Fatal	0	0
<b>Total</b>	<b>2</b>	<b>100</b>

### 3.15 Utilisation of Consultants

The following tables relate information on the utilisation of consultants in the department. In terms of the Public Service Regulations "consultant" means a natural or juristic person or a partnership who or which provides in terms of a specific contract on an ad hoc basis any of the following professional services to a department against remuneration received from any source:

- The rendering of expert advice;
- The drafting of proposals for the execution of specific tasks; and
- The execution of a specific task which is of a technical or intellectual nature, but excludes an employee of a department.

*Table 3.15.1 Report on consultant appointments using appropriated funds for the period 1 April 2020 and 31 March 2021*

Project title	Total number of consultants that worked on project	Duration (work days)	Contract value in Rand
none			

Total number of projects	Total individual consultants	Total duration Work days	Total contract value in Rand
none			

*Table 3.15.2 Analysis of consultant appointments using appropriated funds, in terms of Historically Disadvantaged Individuals (HDIs) for the period 1 April 2020 and 31 March 2021*

Project title	Percentage ownership by HDI groups	Percentage management by HDI groups	Number of consultants from HDI groups that work on the project
none			

*Table 3.15.3 Report on consultant appointments using Donor funds for the period 1 April 2020 and 31 March 2021*

Project title	Total Number of consultants that worked on project	Duration (Work days)	Donor and contract value in Rand
none			

Total number of projects	Total individual consultants	Total duration Work days	Total contract value in Rand
none			

*Table 3.15.4 Analysis of consultant appointments using Donor funds, in terms of Historically Disadvantaged Individuals (HDIs) for the period 1 April 2020 and 31 March 2021*

Project title	Percentage ownership by HDI groups	Percentage management by HDI groups	Number of consultants from HDI groups that work on the project
0	0	0	0

### 3.16 Severance Packages

*Table 3.16.1 Granting of employee initiated severance packages for the period 1 April 2020 and 31 March 2021*

Salary band	Number of applications received	Number of applications referred to the MPSA	Number of applications supported by MPSA	Number of packages approved by department
Lower skilled (Levels 1-2)	0	0	0	0
Skilled (Levels 3-5)	0	0	0	0
Highly skilled production (Levels 6-8)	0	0	0	0
Highly skilled supervision (Levels 9-12)	0	0	0	0
Senior management (Levels 13-16)	0	0	0	0



# ***PART E: FINANCIAL INFORMATION***

**Report on the audit of the financial statements**

**Opinion**

1. I have audited the financial statements of the Department of Co-operative Governance and Traditional Affairs set out on pages 95 to 140, which comprise the appropriation statement, the statement of financial position as at 31 March 2021, the statement of financial performance, the statement of changes in net assets and the cash flow statement for the year then ended, as well as the notes to the financial statements, including a summary of significant accounting policies.
2. In my opinion, the financial statements present fairly, in all material respects, the financial position of the Department of Co-operative Governance and Traditional Affairs as at 31 March 2021, and its financial performance and cash flows for the year then ended, in accordance with the Modified Cash Standard (MCS), and the requirements of the Public Management Finance Act 1 of 1999 (PFMA) and Division of Revenue Act 4 of 2020 (Dora).

**Basis for opinion**

3. I conducted my audit in accordance with the International Standards on Auditing (ISAs). My responsibilities under those standards are further described in the auditor-general's responsibilities for the audit of the financial statements section of this auditor's report.
4. I am independent of the department in accordance with the International Ethics Standards Board for Accountants' International code of ethics for professional accountants (including International Independence Standards) (IESBA code) as well as other ethical requirements that are relevant to my audit in South Africa. I have fulfilled my other ethical responsibilities in accordance with these requirements and the IESBA code.
5. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

**Responsibilities of the accounting officer for the financial statements**

6. The accounting officer is responsible for the preparation and fair presentation of the financial statements in accordance with the MCS and the requirements of the PFMA and Dora, and for such internal control as the accounting officer determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.
7. In preparing the financial statements, the accounting officer is responsible for assessing the department's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the appropriate governance structure either intends to liquidate the department or to cease operations, or has no realistic alternative but to do so.

**Auditor-general's responsibilities for the audit of the financial statements**

8. My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with the ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.
9. A further description of my responsibilities for the audit of the financial statements is included in the annexure to this auditor's report.

**Report on the audit of the annual performance report**

**Introduction and scope**

10. In accordance with the Public Audit Act 25 of 2004 (PAA) and the general notice issued in terms thereof, I have a responsibility to report on the usefulness and reliability of the reported performance information against predetermined objectives for selected programmes presented in the annual performance report. I performed procedures to identify material findings, but not to gather evidence to express assurance.

11. My procedures address the usefulness and reliability of the reported performance information, which must be based on the approved performance planning documents of the department. I have not evaluated the completeness and appropriateness of the performance indicators included in the planning documents. My procedures do not examine whether the actions taken by the department enabled service delivery. My procedures also do not extend to any disclosures or assertions relating to planned performance strategies and information in respect of future periods that may be included as part of the reported performance information. Accordingly, my findings do not extend to these matters.
12. I evaluated the usefulness and reliability of the reported performance information in accordance with the criteria developed from the performance management and reporting framework, as defined in the general notice, for the following selected programme presented in the annual performance report of the department for the year ended 31 March 2021:

Programme	Pages in the annual performance report
Programme 3 – Development and Planning	33 – 42

13. I performed procedures to determine whether the reported performance information was properly presented and whether performance was consistent with the approved performance planning documents. I performed further procedures to determine whether the indicators and related targets were measurable and relevant, and assessed the reliability of the reported performance information to determine whether it was valid, accurate and complete.
14. I did not identify any material findings on the usefulness and reliability of the reported performance information for this programme:
  - Programme 3 – Development and Planning

## Report on the audit of compliance with legislation

### Introduction and scope

15. In accordance with the PAA and the general notice issued in terms thereof, I have a responsibility to report material findings on the compliance of the department with specific matters in key legislation. I performed procedures to identify findings but not to gather evidence to express assurance.
16. I did not identify any material findings on compliance with the specific matters in key legislation set out in the general notice issued in terms of the PAA.

### Other information

17. The accounting officer is responsible for the other information. The other information comprises the information included in the annual report. The other information does not include the financial statements, the auditor's report or the selected programme presented in the annual performance report that have been specifically reported on in this auditor's report.
18. My opinion on the financial statements and findings on the reported performance information and compliance with legislation do not cover the other information, and I do not express an audit opinion or any form of assurance conclusion on it.
19. In connection with my audit, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements and the selected programmes presented in the annual performance report, or my knowledge obtained in the audit, or otherwise appears to be materially misstated.
20. If based on the work I have performed, I conclude that there is a material misstatement in this other information, I am required to report that fact. I have nothing to report in this regard.

## Internal control deficiencies

21. I considered internal control relevant to my audit of the financial statements, reported performance information and compliance with applicable legislation; however, my objective was not to express any form of assurance on it. I did not identify any significant deficiencies in internal control.

22. I draw attention to the following engagements conducted by various parties which had, or could have, an impact on the matters reported in the Department of Co-operative Governance and Traditional Affairs' financial statements, reported performance information, compliance with applicable legislation and other related matters. These reports did not form part of my opinion on the financial statements or my findings on the reported performance information or compliance with legislation.
23. The Special Investigation Unit investigated two selected contracts related to the covid-19 PPE procurement process. One of these contract investigations is still ongoing, while the other was finalised after year end and was communicated to the accounting officer in July 2021. Management instituted an internal process on the completed report.

*Auditor - General*

Mbombela  
31 July 2021



AUDITOR - GENERAL  
SOUTH AFRICA

*Auditing to build public confidence*

## **Annexure – Auditor-general’s responsibility for the audit**

1. As part of an audit in accordance with the ISAs, I exercise professional judgement and maintain professional scepticism throughout my audit of the financial statements and the procedures performed on reported performance information for selected programmes and on the department’s compliance with respect to the selected subject matters.

### **Financial statements**

2. In addition to my responsibility for the audit of the financial statements as described in this auditor’s report, I also:
  - identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error; design and perform audit procedures responsive to those risks; and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control
  - obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the department’s internal control
  - evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the accounting officer
  - conclude on the appropriateness of the accounting officer’s use of the going concern basis of accounting in the preparation of the financial statements. I also conclude, based on the audit evidence obtained, whether a material uncertainty exists relating to events or conditions that may cast significant doubt on the ability of the Department of Co-operative Governance and Traditional Affairs to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor’s report to the related disclosures in the financial statements about the material uncertainty or, if such disclosures are inadequate, to modify my opinion on the financial statements. My conclusions are based on the information available to me at the date of this auditor’s report. However, future events or conditions may cause a department to cease operating as a going concern
  - evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

### **Communication with those charged with governance**

3. I communicate with the accounting officer regarding, among other matters, the planned scope and timing of the audit, and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.
4. I also confirm to the accounting officer that I have complied with relevant ethical requirements regarding independence, and communicate all relationships and other matters that may reasonably be thought to have a bearing on my independence and, where applicable, actions taken to eliminate threats or safeguards applied

# **ANNUAL FINANCIAL STATEMENTS**

*FOR THE YEAR ENDED*

*31 MARCH 2021*

**(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)**

**VOTE 04**

**APPROPRIATION STATEMENT  
for the year ended 31 March 2021**

**TABLE OF CONTENTS**

Appropriation Statement	96
Notes to the Appropriation Statement	100
Statement of Financial Performance	110
Statement of Financial Position	111
Statement of Changes in Net Assets	112
Cash Flow Statement	113
Notes to the Annual Financial Statements (including Accounting policies)	114
Annexures (Unaudited)	141



(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)

VOTE 04

**APPROPRIATION STATEMENT**  
**for the year ended 31 March 2021**

Appropriation per programme									
	2020/21							2019/20	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
<b>Programme</b>									
1. Administration	130 833	-	(3 598)	127 235	127 198	37	100%	144 067	144 039
2. Local Governance	193 469	-	3 986	197 455	197 455	-	100%	209 779	209 776
3. Development and Planning	98 962	-	(1 312)	97 650	97 626	24	100%	84 043	84 025
4. Traditional Institutional Management	107 907	-	2 305	110 212	110 167	45	100%	146 318	146 307
5. The House of Traditional Leaders	18 917	-	(1 381)	17 536	17 535	1	100%	21 807	21 318
<b>TOTAL</b>	<b>550 088</b>	<b>-</b>	<b>-</b>	<b>550 088</b>	<b>549 981</b>	<b>107</b>	<b>100%</b>	<b>606 014</b>	<b>605 465</b>

	2020/21		2019/20	
	Final Appropriation	Actual Expenditure	Final Appropriation	Actual Expenditure
<b>TOTAL (brought forward)</b>				
Reconciliation with statement of financial performance				
ADD				
Departmental receipts				
NRF Receipts				
Aid assistance				
Actual amounts per statement of financial performance (total revenue)	550 088		606 014	
ADD				
Aid assistance				
Prior year unauthorised expenditure approved without funding				
Actual amounts per statement of financial performance (total expenditure)		549 981		605 465

(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)

VOTE 04

APPROPRIATION STATEMENT

for the year ended 31 March 2021

Appropriation per economic classification									
	2020/21							2019/20	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
<b>Economic classification</b>									
Current payments	522 153	(40)	(333)	521 780	521 721	59	100.0%	543 597	543 050
Compensation of employees	405 452	(7 744)	(1 276)	396 432	396 429	3	100.0%	409 131	409 131
Salaries and wages	354 397	(6 962)	(2 558)	344 877	344 877	-	100.0%	357 434	357 434
Social contributions	51 055	(782)	1 282	51 555	51 552	3	100.0%	51 697	51 697
Goods and services	116 701	7 704	943	125 348	125 292	56	100.0%	134 466	133 919
Administrative fees	144	(64)	-	80	80	-	100.0%	666	654
Advertising	632	13	-	645	645	-	100.0%	1 245	1 244
Minor assets	68	(68)	-	-	-	-	-	603	602
Audit costs: External	2 689	563	-	3 252	3 252	-	100.0%	3 366	3 366
Catering: Departmental activities	2 928	(25)	-	2 903	2 903	-	100.0%	2 644	2 637
Communication	3 287	2 700	8	5 995	5 994	1	100.0%	7 661	7 650
Computer services	630	133	-	763	763	-	100.0%	279	278
Consultants: Business and advisory services	16 701	977	325	18 003	18 003	-	100.0%	23 625	23 141
Infrastructure and planning services	1 586	(1 586)	-	-	-	-	-	3 269	3 269
Legal services	583	534	-	1 117	1 117	-	100.0%	736	735
Contractors	481	(286)	-	195	195	-	100.0%	1 032	1 032
Agency and support / outsourced services	-	3 322	456	3 778	3 778	-	100.0%	-	-
Fleet services	2 373	68	-	2 441	2 441	-	100.0%	3 051	3 050
Inventory: Clothing material and supplies	250	2	-	252	252	-	100.0%	211	184
Inventory: Fuel, oil and gas	-	1 737	916	2 653	2 653	-	100.0%	-	-
Inventory: Materials and supplies	50 630	(5 313)	(454)	44 863	44 841	22	100.0%	38 344	38 344
Inventory Medical supplies	755	(755)	-	-	-	-	-	-	-
Consumable supplies	5 940	1 926	(916)	6 950	6 917	33	99.5%	1 160	1 159
Consumable: Stationery, printing and office supplies	2 000	485	111	2 596	2 596	-	100.0%	3 440	3 433
Operating leases	13 093	1 021	-	14 114	14 114	-	100.0%	13 796	13 795
Property payments	6 892	1 491	-	8 383	8 383	-	100.0%	7 122	7 121
Travel and subsistence	4 350	613	383	5 346	5 346	-	100.0%	18 527	18 545
Training and development	-	-	55	55	55	-	100.0%	2 622	2 621
Operating payments	689	201	59	949	949	-	100.0%	578	573
Venues and facilities	-	15	-	15	15	-	100.0%	489	486
Transfers and subsidies	19 523	-	-	19 523	19 476	47	99.8%	23 225	23 224
Provinces and municipalities	56	-	-	56	52	4	92.9%	35	34
Municipalities	56	-	-	56	52	4	92.9%	35	34
Municipal agencies and funds	56	-	-	56	52	4	92.9%	35	34
Non-profit institutions	18 200	-	(974)	17 226	17 183	43	99.8%	20 775	20 775
Households	1 267	-	974	2 241	2 241	-	100.0%	2 415	2 415
Social benefits	1 267	-	974	2 241	2 241	-	100.0%	2 415	2 415
Payments for capital assets	8 412	-	333	8 745	8 744	1	100.0%	38 907	38 906
Buildings and other fixed structures	3 435	-	(249)	3 186	3 185	1	100.0%	527	527
Buildings	3 435	-	(249)	3 186	3 185	1	100.0%	527	527
Machinery and equipment	4 977	-	582	5 559	5 559	-	100.0%	38 380	38 379
Transport equipment	2 178	230	563	2 971	2 971	-	100.0%	32 545	32 544
Other machinery and equipment	2 799	(230)	19	2 588	2 588	-	100.0%	5 835	5 835
Payments for financial assets	-	40	-	40	40	-	100.0%	285	285
<b>Total</b>	<b>550 088</b>	<b>-</b>	<b>-</b>	<b>550 088</b>	<b>549 981</b>	<b>107</b>	<b>100.0%</b>	<b>606 014</b>	<b>605 465</b>

(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)

VOTE 04

APPROPRIATION STATEMENT

for the year ended 31 March 2021

PROGRAMME 1: ADMINISTRATION									
	2020/21							2019/20	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
<b>Sub programme</b>									
1. Office of the MEC	10 176	(115)	-	10 061	10 060	1	100.0%	10 065	10 060
2. Corporate Services	120 657	115	(3 598)	117 174	117 138	36	100.0%	134 002	133 979
<b>Total for sub programmes</b>	<b>130 833</b>	<b>-</b>	<b>(3 598)</b>	<b>127 235</b>	<b>127 198</b>	<b>37</b>	<b>100.0%</b>	<b>144 067</b>	<b>144 039</b>
<b>Economic classification</b>									
Current payments	125 559	(40)	(4 123)	121 396	121 363	33	100.0%	132 391	132 364
Compensation of employees	90 098	(7 130)	(3 207)	79 761	79 761	-	100.0%	83 316	83 316
Salaries and wages	77 770	(6 027)	(3 207)	68 536	68 536	-	100.0%	71 970	71 970
Social contributions	12 328	(1 103)	-	11 225	11 225	-	100.0%	11 346	11 346
Goods and services	35 461	7 090	(916)	41 635	41 602	33	99.9%	49 075	49 048
Administrative fees	89	(30)	-	59	59	-	100.0%	278	275
Advertising	632	13	-	645	645	-	100.0%	685	685
Minor assets	68	(68)	-	-	-	-	-	308	307
Audit costs: External	2 689	563	-	3 252	3 252	-	100.0%	3 366	3 366
Catering: Departmental activities	87	(41)	-	46	46	-	100.0%	616	614
Communication	2 385	2 628	-	5 013	5 013	-	100.0%	6 634	6 632
Computer services	447	(386)	-	61	61	-	100.0%	111	110
Consultants: Business and advisory services	812	493	-	1 305	1 305	-	100.0%	184	183
Legal services	583	534	-	1 117	1 117	-	100.0%	736	735
Contractors	481	(286)	-	195	195	-	100.0%	554	554
Fleet services	2 373	68	-	2 441	2 441	-	100.0%	3 051	3 050
Inventory: Medical supplies	1	(1)	-	-	-	-	-	-	-
Consumable supplies	1 360	115	(916)	559	526	33	94.1%	1 035	1 034
Consumable: Stationery, printing and office supplies	2 000	485	-	2 485	2 485	-	100.0%	3 234	3 227
Operating leases	13 093	1 021	-	14 114	14 114	-	100.0%	13 796	13 795
Property payments	6 892	1 491	-	8 383	8 383	-	100.0%	7 122	7 121
Travel and subsistence	1 212	309	-	1 521	1 521	-	100.0%	5 014	5 011
Training and development	-	-	-	-	-	-	-	1 977	1 977
Operating payments	257	178	-	435	435	-	100.0%	239	238
Venues and facilities	-	4	-	4	4	-	100.0%	135	134
Transfers and subsidies	1 323	-	974	2 297	2 293	4	99.8%	2 450	2 449
Provinces and municipalities	56	-	-	56	52	4	92.9%	35	34
Provinces	56	-	-	56	52	4	92.9%	35	34
Provincial agencies and funds	56	-	-	56	52	4	92.9%	35	34
Households	1 267	-	974	2 241	2 241	-	100.0%	2 415	2 415
Social benefits	1 267	-	974	2 241	2 241	-	100.0%	2 415	2 415
Payments for capital assets	3 951	-	(449)	3 502	3 502	-	100.0%	8 941	8 941
Buildings and other fixed structures	-	-	-	-	-	-	-	527	527
Other fixed structures	-	-	-	-	-	-	-	527	527
Machinery and equipment	3 951	-	(449)	3 502	3 502	-	100.0%	8 414	8 414
Transport equipment	1 152	230	-	1 382	1 382	-	100.0%	2 967	2 967
Other machinery and equipment	2 799	(230)	(449)	2 120	2 120	-	100.0%	5 447	5 447
Payments for financial assets	-	40	-	40	40	-	100.0%	285	285
<b>TOTAL</b>	<b>130 833</b>	<b>-</b>	<b>(3 598)</b>	<b>127 235</b>	<b>127 198</b>	<b>37</b>	<b>100.0%</b>	<b>144 067</b>	<b>144 039</b>

(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)

VOTE 04

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

1.1 OFFICE OF THE MEC									
	2020/21							2019/20	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
Economic classification	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	10 176	(115)	-	10 061	10 060	1	100.0%	10 065	10 060
Compensation of employees	9 586	(121)	-	9 465	9 465	-	100.0%	8 489	8 488
Goods and services	590	6	-	596	595	1	99.8%	1 576	1 572
<b>TOTAL</b>	<b>10 176</b>	<b>(115)</b>	<b>-</b>	<b>10 061</b>	<b>10 060</b>	<b>1</b>	<b>100.0%</b>	<b>10 065</b>	<b>10 060</b>

1.2 CORPORATE SERVICES									
	2020/21							2019/20	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
Economic classification	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	115 383	75	(4 123)	111 335	111 303	32	100.0%	122 326	122 304
Compensation of employees	80 512	(7 009)	(3 207)	70 296	70 296	-	100.0%	74 827	74 828
Goods and services	34 871	7 084	(916)	41 039	41 007	32	99.9%	47 499	47 476
Transfers and subsidies	1 323	-	974	2 297	2 293	4	99.8%	2 450	2 449
Provinces and municipalities	56	-	-	56	52	4	92.9%	35	34
Households	1 267	-	974	2 241	2 241	-	100.0%	2 415	2 415
Payments for capital assets	3 951	-	(449)	3 502	3 502	-	100.0%	8 941	8 941
Buildings and other fixed structures	-	-	-	-	-	-	-	527	527
Transport equipment	1 152	230	-	1 382	1 382	-	100.0%	2 967	2 967
Other Machinery and equipment	2 799	(230)	(449)	2 120	2 120	-	100.0%	5 447	5 447
Payments for financial assets	-	40	-	40	40	-	100.0%	285	285
<b>TOTAL</b>	<b>120 657</b>	<b>115</b>	<b>(3 598)</b>	<b>117 174</b>	<b>117 138</b>	<b>36</b>	<b>100.0%</b>	<b>134 002</b>	<b>133 979</b>

PROGRAMME 2: LOCAL GOVERNANCE									
	2020/21							2019/20	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
<b>Sub programme</b>									
1. Office Support	1 684	(1)	179	1 862	1 862	-	100.0%	2 086	2 086
2. Municipal Administration	23 403	(59)	1 788	25 132	25 132	-	100.0%	32 005	32 005
3. Public Participation	162 259	41	1 089	163 389	163 389	-	100.0%	167 473	167 470
4. Capacity Development	2 619	14	522	3 155	3 155	-	100.0%	3 750	3 749
5. Municipal Performance	3 504	5	408	3 917	3 917	-	100.0%	4 465	4 466
Monitoring Evaluation									
<b>Total for sub programmes</b>	<b>193 469</b>	<b>-</b>	<b>3 986</b>	<b>197 455</b>	<b>197 455</b>	<b>-</b>	<b>100.0%</b>	<b>209 779</b>	<b>209 776</b>

(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)

VOTE 04

APPROPRIATION STATEMENT

for the year ended 31 March 2021

	2020/21							2019/20	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
<b>Economic classification</b>									
Current payments	193 469	-	3 986	197 455	197 455	-	100.0%	209 779	209 776
Compensation of employees	176 293	(1)	2 899	179 191	179 191	-	100.0%	181 229	181 230
Salaries and wages	147 357	(503)	1 617	148 471	148 471	-	100.0%	150 982	150 983
Social contributions	28 936	502	1 282	30 720	30 720	-	100.0%	30 247	30 247
Goods and services	17 176	1	1 087	18 264	18 264	-	100.0%	28 550	28 546
Administrative fees	11	(6)	-	5	5	-	100.0%	104	104
Advertising	-	-	-	-	-	-	-	492	492
Catering: Departmental activities	1	(1)	-	-	-	-	-	250	250
Communication	306	35	8	349	349	-	100.0%	350	350
Consultants: Business and advisory services	15 889	-	325	16 214	16 214	-	100.0%	22 958	22 958
Agency and support/out-sourced services	-	-	456	456	456	-	100.0%	-	-
Consumable: Stationery, printing and office supplies	-	-	111	111	111	-	100.0%	206	206
Travel and subsistence	876	(64)	132	944	944	-	100.0%	3 467	3 465
Training and development	-	-	55	55	55	-	100.0%	645	644
Operating payments	93	37	-	130	130	-	100.0%	78	77
<b>Total</b>	<b>193 469</b>	<b>-</b>	<b>3 986</b>	<b>197 455</b>	<b>197 455</b>	<b>-</b>	<b>100.0%</b>	<b>209 779</b>	<b>209 776</b>

2.1 OFFICE SUPPORT

	2020/21							2019/20	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
<b>Economic classification</b>									
Current payments	1 684	(1)	179	1 862	1 862	-	100.0%	2 086	2 086
Compensation of employees	1 541	(1)	179	1 719	1 719	-	100.0%	1 734	1 734
Goods and services	143	-	-	143	143	-	100.0%	352	352
<b>Total</b>	<b>1 684</b>	<b>(1)</b>	<b>179</b>	<b>1 862</b>	<b>1 862</b>	<b>-</b>	<b>100.0%</b>	<b>2 086</b>	<b>2 086</b>

2.2 MUNICIPAL ADMINISTRATION

	2020/21							2019/20	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
<b>Economic classification</b>									
Current payments	23 403	(59)	1 788	25 132	25 132	-	100.0%	32 005	32 005
Compensation of employees	7 164	-	896	8 060	8 060	-	100.0%	8 020	8 020
Goods and services	16 239	(59)	892	17 072	17 072	-	100.0%	23 985	23 985
<b>Total</b>	<b>23 403</b>	<b>(59)</b>	<b>1 788</b>	<b>25 132</b>	<b>25 132</b>	<b>-</b>	<b>100.0%</b>	<b>32 005</b>	<b>32 005</b>

(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)

VOTE 04

APPROPRIATION STATEMENT

for the year ended 31 March 2021

2.3 PUBLIC PARTICIPATION									
	2020/21							2019/20	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
Economic classification	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	162 259	41	1 089	163 389	163 389	-	100.0%	167 473	167 470
Compensation of employees	161 698	-	957	162 655	162 655	-	100.0%	164 679	164 679
Goods and services	561	41	132	734	734	-	100.0%	2 794	2 791
<b>Total</b>	<b>162 259</b>	<b>41</b>	<b>1 089</b>	<b>163 389</b>	<b>163 389</b>	<b>-</b>	<b>100.0%</b>	<b>167 473</b>	<b>167 470</b>

2.4 CAPACITY DEVELOPMENT									
	2020/21							2019/20	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
Economic classification	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	2 619	14	522	3 155	3 155	-	100.0%	3 750	3 749
Compensation of employees	2 524	-	467	2 991	2 991	-	100.0%	2 776	2 776
Goods and services	95	14	55	164	164	-	100.0%	974	973
<b>Total</b>	<b>2 619</b>	<b>14</b>	<b>522</b>	<b>3 155</b>	<b>3 155</b>	<b>-</b>	<b>100.0%</b>	<b>3 750</b>	<b>3 749</b>

2.5 MUNICIPAL PERFORMANCE MONITORING AND EVALUATION									
	2020/21							2019/20	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
Economic classification	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	3 504	5	408	3 917	3 917	-	100.0%	4 465	4 466
Compensation of employees	3 366	-	400	3 766	3 766	-	100.0%	4 020	4 021
Goods and services	138	5	8	151	151	-	100.0%	445	445
<b>Total</b>	<b>3 504</b>	<b>5</b>	<b>408</b>	<b>3 917</b>	<b>3 917</b>	<b>-</b>	<b>100.0%</b>	<b>4 465</b>	<b>4 466</b>

PROGRAMME 3: DEVELOPMENT AND PLANNING									
	2020/21							2019/20	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
<b>Sub programme</b>									
1. Office Support	1 549	241	-	1 790	1 790	-	100.0%	1 834	1 830
2. Spatial Planning	4 653	(185)	-	4 468	4 468	-	100.0%	6 087	6 084
3. Land Use Management	13 570	(1 115)	-	12 455	12 455	-	100.0%	15 186	15 186
4. Integrated Development and Plan(IDP)	2 207	278	-	2 485	2 485	-	100.0%	2 642	2 642
5. Local Economic Development	6 620	2 768	(1 774)	7 614	7 613	1	100.0%	6 746	6 745
6. Municipal Infrastructure	4 862	1 680	916	7 458	7 457	1	100.0%	4 856	4 850
7. Disaster Management	65 501	(3 667)	(454)	61 380	61 358	22	100.0%	46 692	46 688
<b>Total for sub programmes</b>	<b>98 962</b>	<b>-</b>	<b>(1 312)</b>	<b>97 650</b>	<b>97 626</b>	<b>24</b>	<b>100.0%</b>	<b>84 043</b>	<b>84 025</b>

(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)

VOTE 04

APPROPRIATION STATEMENT

for the year ended 31 March 2021

Economic classification									
Current payments	98 962	-	(1 312)	97 650	97 626	24	100.0%	84 043	84 025
Compensation of employees	37 257	-	(1 774)	35 483	35 481	2	100.0%	37 947	37 947
Salaries and wages	33 089	(263)	(1 774)	31 052	31 052	-	100.0%	33 484	33 484
Social contributions	4 168	263	-	4 431	4 429	2	100.0%	4 463	4 463
Goods and services	61 705	-	462	62 167	62 145	22	100.0%	46 096	46 078
Administrative fees	28	(28)	-	-	-	-	-	61	55
Advertising	-	-	-	-	-	-	-	68	67
Catering: Departmental activities	2 805	(22)	-	2 783	2 783	-	100.0%	548	546
Communication	271	30	-	301	301	-	100.0%	307	301
Computer services	183	519	-	702	702	-	100.0%	168	168
Consultant: Business and advisory services	-	484	-	484	484	-	100.0%	-	-
Infrastructure and planning services	1 586	(1 586)	-	-	-	-	100.0%	3 269	3 269
Agency and support/out-sourced services	-	3 322	-	3 322	3 322	-	100.0%	-	-
Inventory: Clothing material and supplies	250	2	-	252	252	-	100.0%	211	184
Inventory: Fuel, oil and gas	-	1 737	916	2 653	2 653	-	100.0%	-	-
Inventory: Materials and supplies	50 630	(5 313)	(454)	44 863	44 841	22	100.0%	38 344	38 344
Inventory: Medical supplies	754	(754)	-	-	-	-	-	-	-
Consumable supplies	4 580	1 811	-	6 391	6 391	-	100.0%	125	125
Travel and subsistence	544	(167)	-	377	377	-	100.0%	2 917	2 942
Operating payments	74	(35)	-	39	39	-	100.0%	22	22
Venues and facilities	-	-	-	-	-	-	-	56	55
<b>Total</b>	<b>98 962</b>	<b>-</b>	<b>(1 312)</b>	<b>97 650</b>	<b>97 626</b>	<b>24</b>	<b>100.0%</b>	<b>84 043</b>	<b>84 025</b>

3.1 OFFICE SUPPORT

Economic classification	2020/21							2019/20	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	1 549	241	-	1 790	1 790	-	100.0%	1 834	1 830
Compensation of employees	1 417	309	-	1 726	1 726	-	100.0%	1 540	1 540
Goods and services	132	(68)	-	64	64	-	100.0%	294	290
<b>Total</b>	<b>1 549</b>	<b>241</b>	<b>-</b>	<b>1 790</b>	<b>1 790</b>	<b>-</b>	<b>100.0%</b>	<b>1 834</b>	<b>1 830</b>

3.2 SPATIAL PLANNING

Economic classification	2020/21							2019/20	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	4 653	(185)	-	4 468	4 468	-	100.0%	6 087	6 084
Compensation of employees	3 755	672	-	4 427	4 427	-	100.0%	4 125	4 125
Goods and services	898	(857)	-	41	41	-	100.0%	1 962	1 959
<b>Total</b>	<b>4 653</b>	<b>(185)</b>	<b>-</b>	<b>4 468</b>	<b>4 468</b>	<b>-</b>	<b>100.0%</b>	<b>6 087</b>	<b>6 084</b>



(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)

VOTE 04

APPROPRIATION STATEMENT  
for the year ended 31 March 2021

3.3 LAND USE MANAGEMENT									
2020/21								2019/20	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
Economic classification	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	13 570	(1 115)	-	12 455	12 455	-	100.0%	15 186	15 186
Compensation of employees	12 311	(801)	-	11 510	11 510	-	100.0%	12 468	12 468
Goods and services	1 259	(314)	-	945	945	-	100.0%	2 718	2 718
<b>Total</b>	<b>13 570</b>	<b>(1 115)</b>	<b>-</b>	<b>12 455</b>	<b>12 455</b>	<b>-</b>	<b>100.0%</b>	<b>15 186</b>	<b>15 186</b>

3.4 INTEGRATED DEVELOPMENT AND PLANNING (IDP)									
2020/21								2019/20	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
Economic classification	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	2 207	278	-	2 485	2 485	-	100.0%	2 642	2 642
Compensation of employees	2 151	249	-	2 400	2 400	-	100.0%	2 373	2 373
Goods and services	56	29	-	85	85	-	100.0%	269	269
<b>Total</b>	<b>2 207</b>	<b>278</b>	<b>-</b>	<b>2 485</b>	<b>2 485</b>	<b>-</b>	<b>100.0%</b>	<b>2 642</b>	<b>2 642</b>

3.5 LOCAL ECONOMIC DEVELOPMENT (LED)									
2020/21								2019/20	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
Economic classification	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	6 620	2 768	(1 774)	7 614	7 613	1	100.0%	6 746	6 745
Compensation of employees	6 255	(519)	(1 774)	3 962	3 962	-	100.0%	5 960	5 960
Goods and services	365	3 287	-	3 652	3 651	1	100.0%	786	785
<b>Total</b>	<b>6 620</b>	<b>2 768</b>	<b>(1 774)</b>	<b>7 614</b>	<b>7 613</b>	<b>1</b>	<b>100.0%</b>	<b>6 746</b>	<b>6 745</b>

3.6 MUNICIPAL INFRASTRUCTURE									
2020/21								2019/20	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
Economic classification	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	4 862	1 680	916	7 458	7 457	1	100.0%	4 856	4 850
Compensation of employees	4 688	(500)	-	4 188	4 187	1	100.0%	4 352	4 352
Goods and services	174	2 180	916	3 270	3 270	-	100.0%	504	498
<b>Total</b>	<b>4 862</b>	<b>1 680</b>	<b>916</b>	<b>7 458</b>	<b>7 457</b>	<b>1</b>	<b>100.0%</b>	<b>4 856</b>	<b>4 850</b>

(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)

VOTE 04

APPROPRIATION STATEMENT

for the year ended 31 March 2021

3.7 DISASTER MANAGEMENT									
Economic classification	2020/21							2019/20	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	65 501	(3 667)	(454)	61 380	61 358	22	100.0%	46 692	46 688
Compensation of employees	6 680	590	-	7 270	7 269	1	100.0%	7 129	7 129
Goods and services	58 821	(4 257)	(454)	54 110	54 089	21	100.0%	39 563	39 559
<b>Total</b>	<b>65 501</b>	<b>(3 667)</b>	<b>(454)</b>	<b>61 380</b>	<b>61 358</b>	<b>22</b>	<b>100.0%</b>	<b>46 692</b>	<b>46 688</b>

PROGRAMME 4: TRADITIONAL INSTITUTIONAL MANAGEMENT									
Sub programme	2020/21							2019/20	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
1. Office Support	1 538	182	-	1 720	1 720	-	100.0%	2 017	2 015
2. Traditional Institutional Administration	11 860	36	2 075	13 971	13 971	-	100.0%	17 263	17 261
3. Traditional Resource Administration	84 038	(518)	(367)	83 153	83 112	41	100.0%	117 815	117 812
4. Rural Development Facilitation	7 486	7	597	8 090	8 087	3	100.0%	5 788	5 786
5. Traditional Land Administration	2 985	293	-	3 278	3 277	1	100.0%	3 435	3 433
<b>Total for sub programmes</b>	<b>107 907</b>	<b>-</b>	<b>2 305</b>	<b>110 212</b>	<b>110 167</b>	<b>45</b>	<b>100.0%</b>	<b>146 318</b>	<b>146 307</b>
Economic classification									
Current payments	85 246	-	2 965	88 211	88 210	1	100.0%	95 577	95 567
Compensation of employees	83 782	(122)	2 655	86 315	86 314	1	100.0%	91 888	91 887
Salaries and wages	80 233	(50)	2 655	82 838	82 838	-	100.0%	87 999	87 998
Social contributions	3 549	(72)	-	3 477	3 476	1	100.0%	3 889	3 889
Goods and services	1 464	122	310	1 896	1 896	-	100.0%	3 689	3 680
Administrative fees	10	(6)	-	4	4	-	100.0%	60	58
Minor assets	-	-	-	-	-	-	-	295	295
Catering: Departmental activities	21	19	-	40	40	-	100.0%	90	88
Communication	138	14	-	152	152	-	100.0%	153	151
Travel and subsistence	1 090	87	251	1 428	1 428	-	100.0%	2 898	2 897
Operating payments	205	8	59	272	272	-	100.0%	193	191
Transfers and subsidies	18 200	-	(974)	17 226	17 183	43	99.8%	20 775	20 775
Non-profit institutions	18 200	-	(974)	17 226	17 183	43	99.8%	20 775	20 775
Payments for capital assets	4 461	-	314	4 775	4 774	1	100.0%	29 966	29 965
Buildings and other fixed infrastructure	3 435	-	(249)	3 186	3 185	1	100.0%	-	-
Buildings	3 435	-	(249)	3 186	3 185	1	100.0%	-	-
Machinery and equipment	1 026	-	563	1 589	1 589	-	100.0%	29 966	29 965
Transport equipment	1 026	-	563	1 589	1 589	-	100.0%	29 578	29 577
Other machinery and equipment	-	-	-	-	-	-	-	388	388
<b>Total</b>	<b>107 907</b>	<b>-</b>	<b>2 305</b>	<b>110 212</b>	<b>110 167</b>	<b>45</b>	<b>100.0%</b>	<b>146 318</b>	<b>146 307</b>

(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)

VOTE 04

**APPROPRIATION STATEMENT**  
for the year ended 31 March 2021

4.1 OFFICE SUPPORT									
	2020/21							2019/20	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
<b>Economic classification</b>									
Current payments	1 538	182	-	1 720	1 720	-	100.0%	2 017	2 015
Compensation of employees	1 430	233	-	1 663	1 663	-	100.0%	1 777	1 776
Goods and services	108	(51)	-	57	57	-	100.0%	240	239
<b>Total</b>	<b>1 538</b>	<b>182</b>	<b>-</b>	<b>1 720</b>	<b>1 720</b>	<b>-</b>	<b>100.0%</b>	<b>2 017</b>	<b>2 015</b>

4.2 TRADITIONAL INSTITUTIONAL ADMINISTRATION									
	2020/21							2019/20	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
<b>Economic classification</b>									
Current payments	11 860	36	2 075	13 971	13 971	-	100.0%	17 263	17 261
Compensation of employees	11 079	-	1 809	12 888	12 888	-	100.0%	15 218	15 218
Goods and services	781	36	266	1 083	1 083	-	100.0%	2 045	2 043
<b>Total</b>	<b>11 860</b>	<b>36</b>	<b>2 075</b>	<b>13 971</b>	<b>13 971</b>	<b>-</b>	<b>100.0%</b>	<b>17 263</b>	<b>17 261</b>

4.3 TRADITIONAL RESOURCE ADMINISTRATION									
	2020/21							2019/20	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
<b>Economic classification</b>									
Current payments	64 812	(518)	44	64 338	64 340	(2)	100.0%	67 462	67 460
Compensation of employees	64 693	(520)	-	64 173	64 175	(2)	100.0%	67 221	67 221
Goods and services	119	2	44	165	165	-	100.0%	241	239
Transfers and subsidies	18 200	-	(974)	17 226	17 183	43	99.8%	20 775	20 775
Non-profit institutions	18 200	-	(974)	17 226	17 183	43	99.8%	20 775	20 775
Payments for capital assets	1 026	-	563	1 589	1 589	-	100.0%	29 578	29 577
Machinery and equipment	1 026	-	563	1 589	1 589	-	100.0%	29 578	29 577
Transport equipment	1 026	-	563	1 589	1 589	-	100.0%	29 578	29 577
<b>Total</b>	<b>84 038</b>	<b>(518)</b>	<b>(367)</b>	<b>83 153</b>	<b>83 112</b>	<b>41</b>	<b>100.0%</b>	<b>117 815</b>	<b>117 812</b>

(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)

VOTE 04

APPROPRIATION STATEMENT

for the year ended 31 March 2021

4.4 RURAL DEVELOPMENT FACILITATION									
	2020/21							2019/20	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
Economic classification	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	4 051	7	846	4 904	4 902	2	100.0%	5 400	5 398
Compensation of employees	3 774	(58)	846	4 562	4 560	2	100.0%	4 572	4 572
Goods and services	277	65	-	342	342	-	100.0%	828	826
Payments for capital assets	3 435	-	(249)	3 186	3 185	1	100.0%	388	388
Building and other fixed structure	3 435	-	(249)	3 186	3 185	1	100.0%	-	-
Buildings	3 435	-	(249)	3 186	3 185	1	100.0%	-	-
Machinery and equipment	-	-	-	-	-	-	-	388	388
Other Machinery and equipment	-	-	-	-	-	-	-	388	388
<b>Total</b>	<b>7 486</b>	<b>7</b>	<b>597</b>	<b>8 090</b>	<b>8 087</b>	<b>3</b>	<b>100.0%</b>	<b>5 788</b>	<b>5 786</b>

4.5 TRADITIONAL LAND ADMINISTRATION									
	2020/21							2019/20	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
Economic classification	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	2 985	293	-	3 278	3 277	1	100.0%	3 435	3 433
Compensation of employees	2 806	223	-	3 029	3 028	1	100.0%	3 100	3 100
Goods and services	179	70	-	249	249	-	100.0%	335	333
<b>Total</b>	<b>2 985</b>	<b>293</b>	<b>-</b>	<b>3 278</b>	<b>3 277</b>	<b>1</b>	<b>100.0%</b>	<b>3 435</b>	<b>3 433</b>

PROGRAMME 5: THE HOUSE OF TRADITIONAL LEADERS									
	2020/21							2019/20	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Sub programme									
1. Admin House of Traditional Leaders	8 201	(559)	(1 849)	5 793	5 793	-	100.0%	9 031	9 027
2. Committees and Local Houses	10 716	559	468	11 743	11 742	1	100.0%	12 776	12 291
<b>Total for sub programmes</b>	<b>18 917</b>	<b>-</b>	<b>(1 381)</b>	<b>17 536</b>	<b>17 535</b>	<b>1</b>	<b>100.0%</b>	<b>21 807</b>	<b>21 318</b>

(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)

VOTE 04

APPROPRIATION STATEMENT  
for the year ended 31 March 2021

	2020/21							2019/20	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Economic classification									
Current payments	18 917	-	(1 849)	17 068	17 067	1	100.0%	21 807	21 318
Compensation of employees	18 022	(491)	(1 849)	15 682	15 682	-	100.0%	14 751	14 751
Salaries and wages	15 948	(119)	(1 849)	13 980	13 980	-	100.0%	12 999	12 999
Social contributions	2 074	(372)	-	1 702	1 702	-	100.0%	1 752	1 752
Goods and services	895	491	-	1 386	1 385	1	99.9%	7 056	6 567
Administrative fees	6	6	-	12	12	-	100.0%	163	162
Catering: Departmental activities	14	20	-	34	34	-	100.0%	1 140	1 139
Communication	187	(7)	-	180	179	1	99.4%	217	216
Consultants: Business and advisory services	-	-	-	-	-	-	-	483	-
Contractors	-	-	-	-	-	-	-	478	478
Travel and subsistence	628	448	-	1 076	1 076	-	100.0%	4 231	4 230
Operating payments	60	13	-	73	73	-	100.0%	46	45
Venues and facilities	-	11	-	11	11	-	100.0%	298	297
Payment of capital Assets	-	-	468	468	468	-	100.0%	-	-
Machinery and equipment	-	-	468	468	468	-	100.0%	-	-
Other Machinery and equipment	-	-	468	468	468	-	100.0%	-	-
<b>Total</b>	<b>18 917</b>	<b>-</b>	<b>(1 381)</b>	<b>17 536</b>	<b>17 535</b>	<b>1</b>	<b>100.0%</b>	<b>21 807</b>	<b>21 318</b>

5.1 ADMIN HOUSE OF TRADITIONAL LEADERS

	2020/21							2019/20	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Economic classification									
Current payments	8 201	(559)	(1 849)	5 793	5 793	-	100.0%	9 031	9 027
Compensation of employees	7 903	(582)	(1 849)	5 472	5 472	-	100.0%	5 616	5 616
Goods and services	298	23	-	321	321	-	100.0%	3 415	3 411
<b>Total</b>	<b>8 201</b>	<b>(559)</b>	<b>(1 849)</b>	<b>5 793</b>	<b>5 793</b>	<b>-</b>	<b>100.0%</b>	<b>9 031</b>	<b>9 027</b>

5.2 COMMITTEES AND LOCAL HOUSES

	2020/21							2019/20	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Economic classification									
Current payments	10 716	559	-	11 275	11 274	1	100.0%	12 776	12 291
Compensation of employees	10 119	91	-	10 210	10 210	-	100.0%	9 135	9 135
Goods and services	597	468	-	1 065	1 064	1	99.9%	3 641	3 156
Payment of capital Assets	-	-	468	468	468	-	100.0%	-	-
Machinery and equipment	-	-	468	468	468	-	100.0%	-	-
Other Machinery and equipment	-	-	468	468	468	-	100.0%	-	-
<b>Total</b>	<b>10 716</b>	<b>559</b>	<b>468</b>	<b>11 743</b>	<b>11 742</b>	<b>1</b>	<b>100.0%</b>	<b>12 776</b>	<b>12 291</b>

(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)

VOTE 04

NOTES TO THE APPROPRIATION STATEMENT

for the year ended 31 March 2021

1. Detail of transfers and subsidies as per Appropriation Act (after Virement):

Detail of these transactions can be viewed in the note on Transfers and subsidies, disclosure notes and Annexure 1 (A-H) to the Annual Financial Statements.

2. Detail of specifically and exclusively appropriated amounts voted (after Virement):

Detail of these transactions can be viewed in note 1 (Annual Appropriation) to the Annual Financial Statements.

3. Detail on payments for financial assets

Detail of these transactions per programme can be viewed in the note on Payments for financial assets to the Annual Financial Statements.

4. Explanations of material variances from Amounts Voted (after Virement):

4.1 Per programme	Final Appropriation	Actual Expenditure	Variance R'000	Variance as a % of Final Appropriation
1. Administration	127 235	127 198	37	0%
Immaterial variance, savings will be surrendered to the Provincial Revenue Fund				
2. Local Governance	197 455	197 455	-	0%
No variance				
3. Development and Planning	97 650	97 626	24	0%
Immaterial variance, savings will be surrendered to the Provincial Revenue Fund				
4. Traditional Institutional Management	110 212	110 167	45	0%
Immaterial variance, savings will be surrendered to the Provincial Revenue Fund				
5. The House of Traditional Leaders	17 536	17 535	1	0%
Immaterial variance, savings will be surrendered to the Provincial Revenue Fund				

4.2 Per economic classification	Final Appropriation	Actual Expenditure	Variance	Variance as a % of Final Appropriation
	R'000	R'000	R'000	R'000
<b>Current payments</b>	<b>521 780</b>	<b>521 721</b>	<b>59</b>	<b>0%</b>
Compensation of employees	396 432	396 429	3	0%
Goods and services	125 348	125 292	56	0%
<b>Transfers and subsidies</b>	<b>19 523</b>	<b>19 476</b>	<b>47</b>	<b>0%</b>
Provinces and municipalities	56	52	4	7%
Non-profit institutions	17 226	17 183	43	0%
Households	2 241	2 241	-	0%
<b>Payments for capital assets</b>	<b>8 745</b>	<b>8 744</b>	<b>1</b>	<b>0%</b>
Buildings and other fixed structures	3 186	3 185	1	0%
Machinery and equipment	5 559	5 559	-	0%
<b>Payments for financial assets</b>	<b>40</b>	<b>40</b>	<b>-</b>	<b>0%</b>

4.3 Per conditional grant	Final Appropriation	Actual Expenditure	Variance	Variance as a % of Final Appropriation
	R'000	R'000	R'000	R'000
EPWP Grant	2 140	2 140	-	0%

(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)

VOTE 04

STATEMENT OF FINANCIAL PERFORMANCE

for the year ended 31 March 2021

	Note	2020/21 R'000	2019/20 R'000
<b>REVENUE</b>			
Annual appropriation	<a href="#">1</a>	550 088	606 014
Departmental revenue	<a href="#">2</a>	-	-
<b>TOTAL REVENUE</b>		<b>550 088</b>	<b>606 014</b>
Current expenditure			
Compensation of employees	<a href="#">3</a>	396 429	409 131
Goods and services	<a href="#">4</a>	125 292	133 919
<b>Total current expenditure</b>		<b>521 721</b>	<b>543 050</b>
Transfers and subsidies			
Transfers and subsidies	<a href="#">6</a>	19 476	23 224
<b>Total transfers and subsidies</b>		<b>19 476</b>	<b>23 224</b>
Expenditure for capital assets			
Tangible assets	<a href="#">7</a>	8 744	38 906
Total expenditure for capital assets		8 744	38 906
Unauthorised expenditure approved without funding		-	-
<b>Payments for financial assets</b>	<a href="#">5</a>	<b>40</b>	<b>285</b>
<b>TOTAL EXPENDITURE</b>		<b>549 981</b>	<b>605 465</b>
<b>SURPLUS/(DEFICIT) FOR THE YEAR</b>		<b>107</b>	<b>549</b>
Reconciliation of Net Surplus/(Deficit) for the year			
Voted funds		107	549
Annual appropriation		107	465
Conditional grants		-	84
Departmental revenue and NRF Receipts	<a href="#">12</a>	-	-
<b>SURPLUS/(DEFICIT) FOR THE YEAR</b>		<b>107</b>	<b>549</b>



(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)

VOTE 04

STATEMENT OF FINANCIAL POSITION

for the year ended 31 March 2021

	Note	2020/21 R'000	2019/20 R'000
<b>ASSETS</b>			
<b>Current assets</b>		<b>698</b>	<b>4 890</b>
Cash and cash equivalents	<a href="#">9</a>	204	1 373
Receivables	<a href="#">10</a>	494	3 517
<b>Non-current assets</b>			-
Receivables	<a href="#">10</a>	-	-
<b>TOTAL ASSETS</b>		<b>698</b>	<b>4 890</b>
<b>LIABILITIES</b>			
<b>Current liabilities</b>		<b>678</b>	<b>4 714</b>
Voted funds to be surrendered to the Revenue Fund	<a href="#">11</a>	107	549
Departmental revenue and NRF Receipts to be surrendered to the Revenue Fund	<a href="#">12</a>	344	200
Payables	<a href="#">13</a>	227	3 965
<b>Non-current liabilities</b>			
Payables		-	-
<b>TOTAL LIABILITIES</b>		<b>678</b>	<b>4 714</b>
<b>NET ASSETS</b>		<b>20</b>	<b>176</b>
Represented by:			
Recoverable revenue		20	176
<b>TOTAL</b>		<b>20</b>	<b>176</b>

**(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)**

**VOTE 04**

**STATEMENT OF CHANGES IN NET ASSETS**

**for the year ended 31 March 2021**

	<i>Note</i>	<b>2020/21</b> <b>R'000</b>	<b>2019/20</b> <b>R'000</b>
<b>Recoverable revenue</b>			
Opening balance		176	9
Transfers:		<b>(156)</b>	<b>167</b>
Debts recovered (included in departmental receipts)		(156)	(1 288)
Debts raised		-	1 455
Closing balance		<u>20</u>	<u>176</u>
<b>TOTAL</b>		<u>20</u>	<u>176</u>

(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)

VOTE 04

CASH FLOW STATEMENT

for the year ended 31 March 2021

	Note	2020/21 R'000	2019/20 R'000
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
<b>Receipts</b>		<b>550 970</b>	<b>608 543</b>
Annual appropriated funds received	<u>1</u>	550 088	606 014
Departmental revenue received	<u>2</u>	651	1 833
Interest received	<u>2.2</u>	231	696
Net (increase)/decrease in working capital		(715)	812
Surrendered to Revenue Fund		(1 723)	(3 335)
Current payments		(521 721)	(543 050)
Payments for financial assets		(40)	(285)
Transfers and subsidies paid		(19 476)	(23 224)
<b>Net cash flow available from operating activities</b>	<u>14</u>	<b>7 295</b>	<b>39 461</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Payments for capital assets	<u>7</u>	(8 744)	(38 906)
Proceeds from sale of capital assets	<u>2.3</u>	436	-
<b>Net cash flows from investing activities</b>		<b>(8 308)</b>	<b>(38 906)</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>			
Increase/(decrease) in net assets		(156)	167
Net cash flows from financing activities		<b>(156)</b>	<b>167</b>
Net increase/(decrease) in cash and cash equivalents		(1 169)	722
Cash and cash equivalents at beginning of period		1 373	651
<b>Cash and cash equivalents at end of period</b>	<u>15</u>	<b>204</b>	<b>1 373</b>

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

PART A: ACCOUNTING POLICIES

<b>Summary of significant accounting policies</b>	
<p>The financial statements have been prepared in accordance with the following policies, which have been applied consistently in all material aspects, unless otherwise indicated. Management has concluded that the financial statements present fairly the department's primary and secondary information.</p> <p>The historical cost convention has been used, except where otherwise indicated. Management has used assessments and estimates in preparing the annual financial statements. These are based on the best information available at the time of preparation.</p> <p>Where appropriate and meaningful, additional information has been disclosed to enhance the usefulness of the financial statements and to comply with the statutory requirements of the Public Finance Management Act (PFMA), Act 1 of 1999 (as amended by Act 29 of 1999), and the Treasury Regulations issued in terms of the PFMA and the annual Division of Revenue Act.</p>	
<b>1</b>	<b>Basis of preparation</b> The financial statements have been prepared in accordance with the Modified Cash Standard.
<b>2</b>	<b>Going concern</b> The financial statements have been prepared on a going concern basis.
<b>3</b>	<b>Presentation currency</b> Amounts have been presented in the currency of the South African Rand (R) which is also the functional currency of the department.
<b>4</b>	<b>Rounding</b> Unless otherwise stated financial figures have been rounded to the nearest one thousand Rand (R'000).
<b>5</b>	<b>Foreign currency translation</b> Cash flows arising from foreign currency transactions are translated into South African Rands using the spot exchange rates prevailing at the date of payment / receipt.
<b>6</b>	<b>Comparative information</b>
<b>6.1</b>	<b>Prior period comparative information</b> Prior period comparative information has been presented in the current year's financial statements. Where necessary figures included in the prior period financial statements have been reclassified to ensure that the format in which the information is presented is consistent with the format of the current year's financial statements.
<b>6.2</b>	<b>Current year comparison with budget</b> A comparison between the approved, final budget and actual amounts for each programme and economic classification is included in the appropriation statement.
<b>7</b>	<b>Revenue</b>
<b>7.1</b>	<b>Appropriated funds</b> Appropriated funds comprises of departmental allocations as well as direct charges against the revenue fund (i.e. statutory appropriation). Appropriated funds are recognised in the statement of financial performance on the date the appropriation becomes effective. Adjustments made in terms of the adjustments budget process are recognised in the statement of financial performance on the date the adjustments become effective. The net amount of any appropriated funds due to / from the relevant revenue fund at the reporting date is recognised as a payable / receivable in the statement of financial position.
<b>7.2</b>	<b>Departmental revenue</b> Departmental revenue is recognised in the statement of financial performance when received and is subsequently paid into the relevant revenue fund, unless stated otherwise. Any amount owing to the relevant revenue fund at the reporting date is recognised as a payable in the statement of financial position.

(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)

VOTE 04

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

7.3	<b>Accrued departmental revenue</b> Accruals in respect of departmental revenue (excluding tax revenue) are recorded in the notes to the financial statements when: <ul style="list-style-type: none"><li>• it is probable that the economic benefits or service potential associated with the transaction will flow to the department; and</li><li>• the amount of revenue can be measured reliably.</li></ul> The accrued revenue is measured at the fair value of the consideration receivable. Accrued tax revenue (and related interest and / penalties) is measured at amounts receivable from collecting agents. Write-offs are made according to the department's debt write-off policy
8	<b>Expenditure</b>
8.1	<b>Compensation of employees</b>
8.1.1	<b>Salaries and wages</b> Salaries and wages are recognised in the statement of financial performance on the date of payment.
8.1.2	<b>Social contributions</b> Social contributions made by the department in respect of current employees are recognised in the statement of financial performance on the date of payment. Social contributions made by the department in respect of ex-employees are classified as transfers to households in the statement of financial performance on the date of payment.
8.2	<b>Other expenditure</b> Other expenditure (such as goods and services, transfers and subsidies and payments for capital assets) is recognised in the statement of financial performance on the date of payment. The expense is classified as a capital expense if the total consideration paid is more than the capitalisation threshold.
8.3	<b>Accruals and payables not recognised</b> Accruals and payables not recognised are recorded in the notes to the financial statements at cost at the reporting date.
8.4	<b>Leases</b>
8.4.1	<b>Operating leases</b> Operating lease payments made during the reporting period are recognised as current expenditure in the statement of financial performance on the date of payment. Operating lease payments received are recognised as departmental revenue. The operating lease commitments are recorded in the notes to the financial statements. Operating lease payments received are recognised as departmental revenue.
8.4.2	<b>Finance leases</b> Finance lease payments made during the reporting period are recognised as capital expenditure in the statement of financial performance on the date of payment. Finance lease payments received are recognised as departmental revenue. The finance lease commitments are recorded in the notes to the financial statements and are not apportioned between the capital and interest portions. Finance lease assets acquired at the end of the lease term are recorded and measured at the lower of: <ul style="list-style-type: none"><li>• cost, being the fair value of the asset; or</li><li>• the sum of the minimum lease payments made, including any payments made to acquire ownership at the end of the lease term, excluding interest.</li></ul> Finance lease payments received are recognised as departmental revenue.
9	<b>Aid Assistance</b>
9.1	<b>Aid assistance received</b> Aid assistance received in cash is recognised in the statement of financial performance when received. In-kind aid assistance is recorded in the notes to the financial statements on the date of receipt and is measured at fair value. Aid assistance not spent for the intended purpose and any unutilised funds from aid assistance that are required to be refunded to the donor are recognised as a payable in the statement of financial position.

**(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)**

**VOTE 04**

**NOTES TO THE ANNUAL FINANCIAL STATEMENTS**

**for the year ended 31 March 2021**

<b>9.2</b>	<b>Aid assistance paid</b> Aid assistance paid is recognised in the statement of financial performance on the date of payment. Aid assistance payments made prior to the receipt of funds are recognised as a receivable in the statement of financial position.
<b>10</b>	<b>Cash and cash equivalents</b> Cash and cash equivalents are stated at cost in the statement of financial position. Bank overdrafts are shown separately on the face of the statement of financial position as a current liability. For the purposes of the cash flow statement, cash and cash equivalents comprise cash on hand, deposits held, other short-term highly liquid investments and bank overdrafts.
<b>11</b>	<b>Prepayments and advances</b> Prepayments and advances are recognised in the statement of financial position when the department receives or disburses the cash. Prepayments and advances are initially and subsequently measured at cost. <Indicate when prepayments and advances are expensed and under what circumstances.>
<b>12</b>	<b>Loans and receivables</b> Loans and receivables are recognised in the statement of financial position at cost plus accrued interest, where interest is charged, less amounts already settled or written-off. Write-offs are made according to the department's write-off policy.
<b>13</b>	<b>Investments</b> Investments are recognised in the statement of financial position at cost.
<b>14</b>	<b>Financial assets</b>
<b>14.1</b>	<b>Financial assets (not covered elsewhere)</b> A financial asset is recognised initially at its cost plus transaction costs that are directly attributable to the acquisition or issue of the financial asset. At the reporting date, a department shall measure its financial assets at cost, less amounts already settled or written-off, except for recognised loans and receivables, which are measured at cost plus accrued interest, where interest is charged, less amounts already settled or written-off.
<b>14.2</b>	<b>Impairment of financial assets</b> Where there is an indication of impairment of a financial asset, an estimation of the reduction in the recorded carrying value, to reflect the best estimate of the amount of the future economic benefits expected to be received from that asset, is recorded in the notes to the financial statements.
<b>15</b>	<b>Payables</b> Payables recognised in the statement of financial position are recognised at cost.
<b>16</b>	<b>Capital Assets</b>
<b>16.1</b>	<b>Immovable capital assets</b> Immovable assets reflected in the asset register of the department are recorded in the notes to the financial statements at cost or fair value where the cost cannot be determined reliably. Immovable assets acquired in a non-exchange transaction are recorded at fair value at the date of acquisition. Immovable assets are subsequently carried in the asset register at cost and are not currently subject to depreciation or impairment. Subsequent expenditure of a capital nature forms part of the cost of the existing asset when ready for use. Additional information on immovable assets not reflected in the assets register is provided in the notes to financial statements.

(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)

VOTE 04

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

<b>16.2</b>	<b>Movable capital assets</b> <p>Movable capital assets are initially recorded in the notes to the financial statements at cost. Movable capital assets acquired through a non-exchange transaction is measured at fair value as at the date of acquisition. Where the cost of movable capital assets cannot be determined reliably, the movable capital assets are measured at fair value and where fair value cannot be determined; the movable assets are measured at R1. All assets acquired prior to 1 April 2002 (or a later date as approved by the OAG) may be recorded at R1. Movable capital assets are subsequently carried at cost and are not subject to depreciation or impairment. Biological assets are subsequently carried at fair value. <i>[Add this sentence on biological assets if the department has elected to revalue its biological assets at reporting date]</i> Subsequent expenditure that is of a capital nature forms part of the cost of the existing asset when ready for use.</p>
<b>16.3</b>	<b>Intangible assets</b> <p>Intangible assets are initially recorded in the notes to the financial statements at cost. Intangible assets acquired through a non-exchange transaction are measured at fair value as at the date of acquisition. Internally generated intangible assets are recorded in the notes to the financial statements when the department commences the development phase of the project. Where the cost of intangible assets cannot be determined reliably, the intangible capital assets are measured at fair value and where fair value cannot be determined; the intangible assets are measured at R1. All assets acquired prior to 1 April 2002 (or a later date as approved by the OAG) may be recorded at R1. Intangible assets are subsequently carried at cost and are not subject to depreciation or impairment. Subsequent expenditure of a capital nature forms part of the cost of the existing asset when ready for use.</p>
<b>16.4</b>	<b>Project Costs: Work-in-progress</b> <p>Expenditure of a capital nature is initially recognised in the statement of financial performance at cost when paid. Amounts paid towards capital projects are separated from the amounts recognised and accumulated in work-in-progress until the underlying asset is ready for use. Once ready for use, the total accumulated payments are recorded in an asset register. Subsequent payments to complete the project are added to the capital asset in the asset register. Where the department is not the custodian of the completed project asset, the asset is transferred to the custodian subsequent to completion.</p>
<b>17</b>	<b>Provisions and Contingents</b>
<b>17.1</b>	<b>Provisions</b> <p>Provisions are recorded in the notes to the financial statements when there is a present legal or constructive obligation to forfeit economic benefits as a result of events in the past and it is probable that an outflow of resources embodying economic benefits or service potential will be required to settle the obligation and a reliable estimate of the obligation can be made. The provision is measured as the best estimate of the funds required to settle the present obligation at the reporting date.</p>
<b>17.2</b>	<b>Contingent liabilities</b> <p>Contingent liabilities are recorded in the notes to the financial statements when there is a possible obligation that arises from past events, and whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not within the control of the department or when there is a present obligation that is not recognised because it is not probable that an outflow of resources will be required to settle the obligation or the amount of the obligation cannot be measured reliably.</p>
<b>17.3</b>	<b>Contingent assets</b> <p>Contingent assets are recorded in the notes to the financial statements when a possible asset arises from past events, and whose existence will be confirmed by the occurrence or non-occurrence of one or more uncertain future events not within the control of the department.</p>
<b>17.4</b>	<b>Capital commitments</b> <p>Capital commitments are recorded at cost in the notes to the financial statements.</p>



(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)

VOTE 04

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

18	<p><b>Unauthorised expenditure</b></p> <p>Unauthorised expenditure is recognised in the statement of financial position until such time as the expenditure is either:</p> <ul style="list-style-type: none"><li>• approved by Parliament or the Provincial Legislature with funding and the related funds are received; or</li><li>• approved by Parliament or the Provincial Legislature without funding and is written off against the appropriation in the statement of financial performance; or</li><li>• transferred to receivables for recovery.</li></ul> <p>Unauthorised expenditure is measured at the amount of the confirmed unauthorised expenditure.</p>
19	<p><b>Fruitless and wasteful expenditure</b></p> <p>Fruitless and wasteful expenditure is recorded in the notes to the financial statements when confirmed. The amount recorded is equal to the total value of the fruitless and or wasteful expenditure incurred.</p> <p>Fruitless and wasteful expenditure is removed from the notes to the financial statements when it is resolved or transferred to receivables or written off.</p> <p>Fruitless and wasteful expenditure receivables are measured at the amount that is expected to be recoverable and are de-recognised when settled or subsequently written-off as irrecoverable.</p>
20	<p><b>Irregular expenditure</b></p> <p>Irregular expenditure is recorded in the notes to the financial statements when confirmed after its assessment. The amount recorded is equal to the value of the irregular expenditure incurred unless it is impracticable to determine, in which case reasons therefor are provided in the note.</p> <p>Irregular expenditure is reduced from the note when it is either condoned by the relevant authority, transferred to receivables for recovery, not condoned and removed or written-off.</p> <p>Irregular expenditure receivables are measured at the amount that is expected to be recoverable and are de-recognised when settled or subsequently written-off as irrecoverable.</p>
21	<p><b>Changes in accounting estimates and errors</b></p> <p>Changes in accounting estimates are applied prospectively in accordance with MCS requirements.</p> <p>Correction of errors is applied retrospectively in the period in which the error has occurred in accordance with MCS requirements, except to the extent that it is impracticable to determine the period-specific effects or the cumulative effect of the error. In such cases the department shall restate the opening balances of assets, liabilities and net assets for the earliest period for which retrospective restatement is practicable.</p>
22	<p><b>Events after the reporting date</b></p> <p>Events after the reporting date that are classified as adjusting events have been accounted for in the financial statements. The events after the reporting date that are classified as non-adjusting events after the reporting date have been disclosed in the notes to the financial statements.</p>
23	<p><b>Principal-Agent arrangements</b></p> <p>The department is party to a principal-agent arrangement for [include details here]. In terms of the arrangement the department is the [principal / agent] and is responsible for [include details here]. All related revenues, expenditures, assets and liabilities have been recognised or recorded in terms of the relevant policies listed herein. Additional disclosures have been provided in the notes to the financial statements where appropriate.</p>
24	<p><b>Departures from the MCS requirements</b></p> <p><i>[Insert information on the following: that management has concluded that the financial statements present fairly the department's primary and secondary information; that the department complied with the Standard except that it has departed from a particular requirement to achieve fair presentation; and the requirement from which the department has departed, the nature of the departure and the reason for departure.]</i></p>
25	<p><b>Capitalisation reserve</b></p> <p>The capitalisation reserve comprises of financial assets and/or liabilities originating in a prior reporting period but which are recognised in the statement of financial position for the first time in the current reporting period. Amounts are recognised in the capitalisation reserves when identified in the current period and are transferred to the National/Provincial Revenue Fund when the underlying asset is disposed and the related funds are received.</p>

**(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)**

**VOTE 04**

**NOTES TO THE ANNUAL FINANCIAL STATEMENTS**

**for the year ended 31 March 2021**

<b>26</b>	<b>Recoverable revenue</b> Amounts are recognised as recoverable revenue when a payment made in a previous financial year becomes recoverable from a debtor in the current financial year. Amounts are either transferred to the National/ Provincial Revenue Fund when recovered or are transferred to the statement of financial performance when written-off.
<b>27</b>	<b>Related party transactions</b> Related party transactions within the Minister/MEC's portfolio are recorded in the notes to the financial statements when the transaction is not at arm's length. The number of individuals and the full compensation of key management personnel is recorded in the notes to the financial statements.
<b>28</b>	<b>Inventories (<i>Effective from date determined in a Treasury Instruction</i>)</b> At the date of acquisition, inventories are recognised at cost in the statement of financial performance. Where inventories are acquired as part of a non-exchange transaction, the inventories are measured at fair value as at the date of acquisition. Inventories are subsequently measured at the lower of cost and net realisable value or where intended for distribution (or consumed in the production of goods for distribution) at no or a nominal charge, the lower of cost and current replacement value. The cost of inventories is assigned by using the weighted average cost basis.
<b>29</b>	<b>Public-Private Partnerships</b> Public Private Partnerships are accounted for based on the nature and or the substance of the partnership. The transaction is accounted for in accordance with the relevant accounting policies. A summary of the significant terms of the PPP agreement, the parties to the agreement, and the date of commencement thereof together with the description and nature of the concession fees received, the unitary fees paid, rights and obligations of the department are recorded in the notes to the financial statements.
<b>30</b>	<b>Employee benefits</b> The value of each major class of employee benefit obligation (accruals, payables not recognised and provisions) is disclosed in the Employee benefits note.
<b>31</b>	<b>Transfers of functions</b> Transfers of functions are accounted for by the acquirer by recognising or recording assets acquired and liabilities assumed at their carrying amounts at the date of transfer. Transfers of functions are accounted for by the transferor by derecognising or removing assets and liabilities at their carrying amounts at the date of transfer.
<b>32</b>	<b>Mergers</b> Mergers are accounted for by the combined department by recognising or recording assets acquired and liabilities assumed at their carrying amounts at the date of the merger. Mergers are accounted for by the combining departments by derecognising or removing assets and liabilities at their carrying amounts at the date of the merger.

(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)

VOTE 04

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

PART B: EXPLANATORY NOTES

1. Annual Appropriation

1.1 Annual Appropriation

Included are funds appropriated in terms of the Appropriation Act (and the Adjustments Appropriation Act) for National Departments (Voted funds) and Provincial Departments:

	2020/21			2019/20		
	Final Appropriation	Actual Funds Received	Funds not requested/not received	Final Appropriation	Appropriation received	Funds not requested / not received
	R'000	R'000	R'000	R'000	R'000	
1. Administration	127 235	127 235	-	144 067	144 067	-
2. Local Governance	197 455	197 455	-	209 779	209 779	-
3. Development and Planning	97 650	97 650	-	84 043	84 043	-
4. Traditional Institutional Management	110 212	110 212	-	146 318	146 318	-
5. The House of Traditional Leaders	17 536	17 536	-	21 807	21 807	-
<b>Total</b>	<b>550 088</b>	<b>550 088</b>	<b>-</b>	<b>606 014</b>	<b>606 014</b>	<b>-</b>

1.2 Conditional grants

	Note	2020/21 R'000	2019/20 R'000
Total grants received	30	2 140	2 251

2. Departmental revenue

	Note	2020/21 R'000	2019/20 R'000
Tax revenue		-	-
Sales of goods and services other than capital assets	2.1	406	405
Interest, dividends and rent on land	2.2	231	696
Sales of capital assets	2.3	436	-
Transactions in financial assets and liabilities	2.4	245	1 428
Total revenue collected		1 318	2 529
Less: Own revenue included in appropriation	12	1 318	2 529
<b>Departmental revenue collected</b>		<b>-</b>	<b>-</b>

2.1 Sales of goods and services other than capital assets

	Note	2020/21 R'000	2019/20 R'000
<b>Sales of goods and services produced by the department</b>	<b>2</b>		
Sales by market establishment		406	405
<b>Total</b>		<b>406</b>	<b>405</b>

(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)

VOTE 04

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

2.2 Interest, dividends and rent on land

	Note	2020/21	2019/20
		R'000	R'000
Interest	<u>2</u>	231	696
<b>Total</b>		<b>231</b>	<b>696</b>

2.3 Sale of capital assets

	Note	2020/21	2019/20
		R'000	R'000
Machinery and equipment	<u>2</u>	436	-
<b>Total</b>	26	<b>436</b>	<b>-</b>

2.4 Transactions in financial assets and liabilities

	Note	2020/21	2019/20
		R'000	R'000
Receivables	<u>2</u>	210	103
Other Receipts including Recoverable Revenue		35	1 325
<b>Total</b>		<b>245</b>	<b>1 428</b>

3. Compensation of employees

3.1 Salaries and Wages

	Note	2020/21	2019/20
		R'000	R'000
Basic salary		238 711	244 675
Performance award		3 220	6 558
Service Based		258	269
Compensative/circumstantial		5 778	5 321
Periodic payments		-	1 965
Other non-pensionable allowances		96 910	98 646
<b>Total</b>		<b>344 877</b>	<b>357 434</b>

- Other non-pensionable allowances consist of expenditure for housing allowance and service bonuses.
- EPWP Stipends (Periodic payments) have been reclassified to goods and services (A&S/O/S: EPWP WORKERS).

(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)

VOTE 04

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

3.2 Social contributions

	Note	2020/21 R'000	2019/20 R'000
<b>Employer contributions</b>			
Pension		29 988	30 886
Medical		21 454	20 657
UIF		34	19
Bargaining council		76	73
Insurance		-	62
<b>Total</b>		<b>51 552</b>	<b>51 697</b>
<b>Total compensation of employees</b>		<b>396 429</b>	<b>409 131</b>
<b>Average number of employees</b>		<b>744</b>	<b>783</b>

- Included in the average number of employees 744 is 706 permanent employees, 14 contracted officials and 24 political employees.
- The average number of employees of 744 exclude traditional headman/woman.

4. Goods and services

	Note	2020/21 R'000	2019/20 R'000
Administrative fees		80	654
Advertising		645	1 244
Minor assets	<a href="#">4.1</a>	-	602
Catering		2 903	2 637
Communication		5 993	7 650
Computer services	<a href="#">4.2</a>	763	278
Consultants: Business and advisory services		18 003	23 141
Infrastructure and planning services		-	3 269
Legal services		1 117	735
Contractors		195	1 032
Agency and support / outsourced services		3 778	-
Audit cost – external	<a href="#">4.3</a>	3 252	3 366
Fleet services		2 443	3 050
Inventory	<a href="#">4.4</a>	47 746	38 528
Consumables	<a href="#">4.5</a>	9 513	4 592
Operating leases		14 115	13 795
Property payments	<a href="#">4.6</a>	8 383	7 121
Travel and subsistence	<a href="#">4.7</a>	5 345	18 545
Venues and facilities		15	486
Training and development		55	2 621
Other operating expenditure	<a href="#">4.8</a>	948	573
<b>Total</b>		<b>125 292</b>	<b>133 919</b>

4.1 Minor assets

	Note	2020/21 R'000	2019/20 R'000
Tangible assets	<a href="#">4</a>		
Machinery and equipment		-	602
<b>Total</b>		<b>-</b>	<b>602</b>

(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)

VOTE 04

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

4.2 Computer services

	Note	2020/21	2019/20
		R'000	R'000
SITA computer services	4	763	113
External computer service providers		-	165
<b>Total</b>		<b>763</b>	<b>278</b>

4.3 Audit cost – External

	Note	2020/21	2019/20
		R'000	R'000
Regularity audits	4	3 252	3 366
<b>Total</b>		<b>3 252</b>	<b>3 366</b>

4.4 Inventory

	Note	2020/21	2019/20
		R'000	R'000
Clothing material and accessories	4	252	184
Materials and supplies		44 841	38 344
Medical supplies		2 653	-
<b>Total</b>		<b>47 746</b>	<b>38 528</b>

4.5 Consumables

	Note	2020/21	2019/20
		R'000	R'000
<b>Consumable supplies</b>		<b>6 917</b>	<b>1 159</b>
Uniform and clothing		-	44
Household supplies		6 612	1 087
Building material and supplies		265	7
IT consumables		40	14
Other consumables		-	7
Stationery, printing and office supplies		2 596	3 433
<b>Total</b>		<b>9 513</b>	<b>4 592</b>

4.6 Property payments

	Note	2020/21	2019/20
		R'000	R'000
Municipal services	4	3 509	4 996
Property maintenance and repairs		4 852	2 125
Other		22	-
<b>Total</b>		<b>8 383</b>	<b>7 121</b>

4.7 Travel and subsistence

	Note	2020/21	2019/20
		R'000	R'000
Local	4	5 345	18 545
<b>Total</b>		<b>5 345</b>	<b>18 545</b>

(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)

VOTE 04

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

4.8 Other operating expenditure

	Note	2020/21	2019/20
		R'000	R'000
Professional bodies, membership and subscription fees	4	29	40
Other		919	533
<b>Total</b>		<b>948</b>	<b>573</b>

Other operating expenditure includes courier & delivery services, non-life insurance premium and Printing & Publications services.

5. Payments for financial assets

	Note	2020/21	2019/20
		R'000	R'000
Debts written off	5.1	40	285
<b>Total</b>		<b>40</b>	<b>285</b>

5.1 Debts written off

	Note	2020/21	2019/20
		R'000	R'000
Nature of other material losses	5		
Headmen / Woman		21	29
DPSA		-	256
Ex-employees		19	-
<b>Total</b>		<b>40</b>	<b>285</b>

6. Transfers and subsidies

		2020/21	2019/20
		R'000	R'000
Provinces and municipalities	Note 31	52	34
Non-profit institutions	Annexure 1	17 183	20 775
Households	Annexure 2	2 241	2 415
<b>Total</b>		<b>19 476</b>	<b>23 224</b>

7. Expenditure for capital assets

	Note	2020/21	2019/20
		R'000	R'000
Tangible assets		8 744	38 906
Buildings and other fixed structures	28	3 185	527
Machinery and equipment	26	5 559	38 379
<b>Total</b>		<b>8 744</b>	<b>38 906</b>



(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)

VOTE 04

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

7.1 Analysis of funds utilised to acquire capital assets – 2020/21

	Voted funds R'000	Aid assistance R'000	Total R'000
Tangible assets	8 744		8 744
Buildings and other fixed structures	3 185	-	3 185
Machinery and equipment	5 559	-	5 559
<b>Total</b>	<b>8 744</b>	<b>-</b>	<b>8 744</b>

7.2 Analysis of funds utilised to acquire capital assets – 2019/20

	Voted funds R'000	Aid assistance R'000	Total R'000
Tangible assets	38 906		38 906
Buildings and other fixed structures	527	-	527
Machinery and equipment	38 379	-	38 379
<b>Total</b>	<b>38 906</b>	<b>-</b>	<b>38 906</b>

8. Unauthorised expenditure

8.1 Reconciliation of unauthorised expenditure

	Note	2020/21 R'000	2019/20 R'000
Opening balance		-	22 011
Prior period error		-	-
As restated		-	22 011
Less: Amounts written off		-	(22 011)
<b>Closing balance</b>		<b>-</b>	<b>-</b>

9. Cash and cash equivalents

	Note	2020/21 R'000	2019/20 R'000
Consolidated Paymaster General Account		7 196	4 751
Disbursements		(6 992)	(3 383)
Cash on hand		-	5
<b>Total</b>		<b>204</b>	<b>1 373</b>

10. Receivables

		2020/21			2019/20		
	Note	Current R'000	Non-current R'000	Total R'000	Current R'000	Non-current R'000	Total R'000
Claims recoverable	10.1	416	-	416	236	-	236
Recoverable expenditure	10.2	17	-	17	176	-	176
Staff debt	10.3	59	-	59	53	-	53
Fruitless and wasteful expenditure	10.5	-	-	-	1	-	1
Other receivables	10.4	2	-	2	3 051	-	3 051
<b>Total</b>		<b>494</b>	<b>-</b>	<b>494</b>	<b>3 517</b>	<b>-</b>	<b>3 517</b>

**(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)**

**VOTE 04**

**NOTES TO THE ANNUAL FINANCIAL STATEMENTS**

**for the year ended 31 March 2021**

**10.1 Claims recoverable**

	<i>Note</i>	<b>2020/21</b>	<b>2019/20</b>
	<i>10 and Annex 6</i>	<b>R'000</b>	<b>R'000</b>
National departments		416	-
Provincial departments		-	236
<b>Total</b>		<b>416</b>	<b>236</b>

**10.2 Recoverable expenditure (disallowance accounts)**

	<i>Note</i>	<b>2020/21</b>	<b>2019/20</b>
	<i>10</i>	<b>R'000</b>	<b>R'000</b>
Ex-Employees		-	9
Employees		17	167
<b>Total</b>		<b>17</b>	<b>176</b>

**10.3 Staff debt**

	<i>Note</i>	<b>2020/21</b>	<b>2019/20</b>
	<i>10</i>	<b>R'000</b>	<b>R'000</b>
Staff Debtors		59	53
<b>Total</b>		<b>59</b>	<b>53</b>

**10.4 Other receivables**

	<i>Note</i>	<b>2020/21</b>	<b>2019/20</b>
	<i>10</i>	<b>R'000</b>	<b>R'000</b>
Traditional Leaders (Headmen/ Women)		-	9
Supplier		2	3 042
<b>Total</b>		<b>2</b>	<b>3 051</b>

**10.5 Fruitless and wasteful expenditure**

	<i>Note</i>	<b>2020/21</b>	<b>2019/20</b>
	<i>10</i>	<b>R'000</b>	<b>R'000</b>
Opening balance		1	-
Less amounts recovered		-	-
Less amounts written off		-	-
Transfers from note 23 Fruitless and Wasteful Expenditure		-1	1
<b>Total</b>		<b>-</b>	<b>1</b>

(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)

VOTE 04

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

11. Voted funds to be surrendered to the Revenue Fund

	Note	2020/21 R'000	2019/20 R'000
Opening balance		549	22 918
Prior period error		-	-
As restated		549	22 918
Transfer from statement of financial performance (as restated)		107	549
Add: Unauthorised expenditure for current year	8	-	(22 011)
Paid during the year		(549)	(907)
<b>Closing balance</b>		<b>107</b>	<b>549</b>

12. Departmental revenue and NRF Receipts to be surrendered to the Revenue Fund

	Note	2020/21 R'000	2019/20 R'000
Opening balance		200	99
Prior period error		-	-
As restated		200	99
Own revenue included in appropriation		1 318	2 529
Paid during the year		(1 174)	(2 428)
<b>Closing balance</b>		<b>344</b>	<b>200</b>

13. Payables – current

	Note	2020/21 R'000	2019/20 R'000
Clearing accounts	13.1	227	3 965
<b>Total</b>		<b>227</b>	<b>3 965</b>

13.1 Clearing accounts

Description	Note	2020/21 R'000	2019/20 R'000
Sal ACB Account	13	21	35
Disallowance Miscellaneous		8	3 133
Sal Income Tax		156	604
Sal GEHS Refund		20	185
Sal Pension Fund		21	6
Sal Bargaining		1	2
<b>Total</b>		<b>227</b>	<b>3 965</b>

(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)

VOTE 04

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

14. Net cash flow available from operating activities

	Note	2020/21 R'000	2019/20 R'000
Net surplus/(deficit) as per Statement of Financial Performance		107	549
Add back non cash/cash movements not deemed operating activities		7 188	38 912
(Increase)/decrease in receivables		3 023	(2 841)
(Increase)/decrease in other current assets		-	22 011
Increase/(decrease) in payables – current		(3 738)	3 653
Proceeds from sale of capital assets		(436)	-
Expenditure on capital assets		8 744	38 906
Surrenders to Revenue Fund		(1 723)	(3 335)
Own revenue included in appropriation		1 318	2 529
Other non-cash items		-	(22 011)
<b>Net cash flow generated by operating activities</b>		<b>7 295</b>	<b>39 461</b>

15. Reconciliation of cash and cash equivalents for cash flow purposes

	Note	2020/21 R'000	2019/20 R'000
Consolidated Paymaster General account		7 196	4 751
Disbursements		(6 992)	(3 383)
Cash on hand		-	5
<b>Total</b>		<b>204</b>	<b>1 373</b>

16. Contingent liabilities and contingent assets

16.1 Contingent liabilities

	Note	2020/21 R'000	2019/20 R'000
Claims against the department	Annex 5	41 208	40 883
Intergovernmental payables (unconfirmed balances)	Annex 7	5 419	5 419
<b>Total</b>		<b>46 627</b>	<b>46 302</b>

The Department is not aware of any information that will determine the outcome of the matters above in favour or against the department.

16.2 Contingent assets

	Note	2020/21 R'000	2019/20 R'000
Nature of contingent asset			
Counter claim (Stemashan Sphephelo v/s Mec HOD The Department & Mr FV vs Venter HJ)		13 249	13 249
		87	-
<b>Total</b>		<b>13 336</b>	<b>13 249</b>

(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)

VOTE 04

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

17. Capital commitments

	Note	2020/21 R'000	2019/20 R'000
<i>Specify class of asset</i>			
Other Building and fixed Structure		-	2 289
Transport Equipment		-	2 094
<b>Total</b>		<b>-</b>	<b>4 383</b>

18. Accruals and payables not recognised

18.1 Accruals

		2020/21 R'000	2019/20 R'000
<i>Listed by economic classification</i>			
	30 Days	30+ Days	Total
Goods and services	1 408	1 050	2 458
Other	29	27	56
<b>Total</b>	<b>1 437</b>	<b>1 077</b>	<b>2 514</b>

	Note	2020/21 R'000	2019/20 R'000
<i>Listed by programme level</i>			
Administration		2 287	1 154
Local Governance		112	218
Development and Planning		29	125
Traditional Institutional Management		15	42
The House of Traditional Leaders		71	34
<b>Total</b>		<b>2 514</b>	<b>1 573</b>

(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)

VOTE 04

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

18.2 Payables not recognised

			2020/21 R'000	2019/20 R'000
<i>Listed by economic classification</i>				
	30 Days	30+ Days	Total	Total
Goods and services	6 016	567	6 673	53
Transfers and subsidies	-	-	-	112
Other	41	10	51	396
<b>Total</b>	<b>6 147</b>	<b>577</b>	<b>6 724</b>	<b>561</b>

	Note	2020/21 R'000	2019/20 R'000
<i>Listed by programme level</i>			
Administration		1 885	38
Local Governance		106	9
Development and Planning		4 711	-
Traditional Institutional Management		22	509
The House of Traditional Leaders		-	5
<b>Total</b>		<b>6 724</b>	<b>561</b>

	Note	2020/21 R'000	2019/20 R'000
<i>Included in the above totals are the following:</i>			
Confirmed balances with other departments	Annex 7	1 196	38
Confirmed balances with other government entities		-	-
<b>Total</b>		<b>1 196</b>	<b>38</b>

19. Employee benefits

	Note	2020/21 R'000	2019/20 R'000
Leave entitlement		33 723	25 544
Service bonus		10 099	10 696
Performance awards		2 039	3 251
Capped leave		11 262	12 703
Other		-	-
<b>Total</b>		<b>57 123</b>	<b>52 194</b>

- At this stage the Department is not able to reliably measure the long term portion of the Long service awards.
- The provision for the 2020/21 financial year performance awards is based on the 0.50% limit of the COE budget for 2021/22 as directed by the DPSA.

(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)

VOTE 04

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

20. Lease commitments

20.1 Operating leases

2020/21	Specialised military equipment	Land	Buildings and other fixed structures	Machinery and equipment	Total
	R'000	R'000	R'000	R'000	R'000
Not later than 1 year	-	-	14 287	1 152	15 439
Later than 1 year and not later than 5 years	-	-	33 899	1 801	35 700
Later than five years	-	-	-	-	-
<b>Total lease commitments</b>	-	-	<b>48 186</b>	<b>2 953</b>	<b>51 139</b>

2019/20	Specialised military equipment	Land	Buildings and other fixed structures	Machinery and equipment	Total
	R'000	R'000	R'000	R'000	R'000
Not later than 1 year	-	-	13 377	451	13 828
Later than 1 year and not later than 5 years	-	-	47 959	229	48 188
Later than five years	-	-	-	-	-
<b>Total lease commitments</b>	-	-	<b>61 336</b>	<b>680</b>	<b>62 016</b>

- The Operating lease commitments on office buildings includes a 6% per annum escalation on a yearly basis.

21. Accrued departmental revenue

	Note	2020/21 R'000	2019/20 R'000
Sales of capital assets		-	40
<b>Total</b>			<b>40</b>

21.1 Analysis of accrued departmental revenue

	Note	2020/21 R'000	2019/20 R'000
Opening balance		40	-
Less: Amount received		(40)	
Add: amounts recorded		-	40
<b>Closing balance</b>		<b>-</b>	<b>40</b>



(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)

VOTE 04

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

22. Irregular expenditure

22.1 Reconciliation of irregular expenditure

	Note	2020/21 R'000	2019/20 R'000
Opening balance		10 667	10 667
Prior period error			-
As restated		10 667	10 667
Add: Irregular expenditure – relating to prior year		-	-
Add: Irregular expenditure – relating to current year		-	-
Less: Prior year amounts condoned		-	-
Less: Current year amounts condoned		(10 667)	-
Less: Prior year amounts not condoned and removed		-	-
Less: Current year amounts not condoned and removed		-	-
Less: Amounts recoverable (current and prior year)		-	-
Less: Amounts written off		-	-
<b>Closing balance</b>		<b>-</b>	<b>10 667</b>

Analysis of closing balance

Current year	-	-
Prior years	-	10 667
<b>Total</b>	<b>-</b>	<b>10 667</b>

22.2 Details of irregular expenditure condoned

Incident	Condoned by (relevant authority)	2020/21 R'000
Compensation of Employees	Mpumalanga Provincial Treasury	6 127
Legal fees	Mpumalanga Provincial Treasury	1 419
Legal fees	Mpumalanga Provincial Treasury	114
Compensation of Employees	Mpumalanga Provincial Treasury	3 007
<b>Total</b>		<b>10 667</b>

23. Fruitless and wasteful expenditure

23.1 Reconciliation of fruitless and wasteful expenditure

	Note	2020/21 R'000	2019/20 R'000
Opening balance		7	-
Prior period error			-
As restated		7	-
Fruitless and wasteful expenditure – relating to current year		-	19
Less: Amounts recoverable	10.5	(3)	(11)
Less: Amounts written off		(4)	(1)
<b>Closing balance</b>		<b>-</b>	<b>7</b>

(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)

VOTE 04

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

23.2 Details of fruitless and wasteful expenditure recoverable

Incident	2020/21 R'000
No Show charge on accommodation	3
<b>Total</b>	<b>3</b>

23.3 Details of fruitless and wasteful expenditure written off

Incident	2020/21 R'000
No Show charge on accommodation	4
<b>Total</b>	<b>4</b>

24. Related party transactions

In kind goods and services provided/received

*List in kind goods and services between the department and the related party*

- The Department received services from MP Department of PWRT for office accommodation provided free of charge
- IT services from Provincial Treasury
- Shared Services for Internal Audit and Audit Committee from OTP free of charge
- Job evaluation services from MP OTP free of charge
- Received Interns from SSETA free of charge
- Drafting and making Lease contracts on Office building from MP Department of PWRT
- Received Interns from CETA free of charge
- Received Security Services from DSSCL
- Received Interns from LGSETA free of charge

25. Key management personnel

	No. of Individuals	2020/21 R'000	2019/20 R'000
Political office bearers (provide detail below)	2	2 012	2 027
Officials:			
Level 15 to 16	1	1 724	1 681
Level 14 (Incl .CFO if at a lower level)	7	8 015	8 615
PA to the MEC	3	2 204	1 796
Family members of key management personnel	1	413	823
<b>Total</b>		<b>14 368</b>	<b>14 942</b>

(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)

VOTE 04

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

26. Movable Tangible Capital Assets

MOVEMENT IN MOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2021

	Opening balance	Value ad- justments	Additions	Disposals	Closing Balance
	R'000	R'000	R'000	R'000	R'000
<b>MACHINERY AND EQUIPMENT</b>	<b>73 265</b>	<b>-</b>	<b>5 628</b>	<b>(31 896)</b>	<b>46 997</b>
Transport assets	48 500	-	2 971	(30 859)	20 612
Computer equipment	11 839	-	2 657	(948)	13 548
Furniture and office equipment	7 025	-	-	(25)	7 000
Other machinery and equipment	5 901	-	-	(64)	5 837
		-			
<b>TOTAL MOVABLE TANGIBLE CAPITAL ASSETS</b>	<b>73 265</b>	<b>-</b>	<b>5 628</b>	<b>(31 896)</b>	<b>46 997</b>

Movable Tangible Capital Assets under investigation

Number Value  
R'000

Included in the above total of the movable tangible capital assets per the asset register are assets that are under investigation:

Machinery and equipment 4 1 632

One vehicle amounting to R 0.426 million was hijacked and three other vehicles were involved in an accidents amounting to R 1.206 million

26.1 Additions

ADDITIONS TO MOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2021

	Cash	Non-cash	(Capital Work in Progress current costs and fi- nance lease payments)	Received current, not paid (Paid current year, received prior year)	Total
	R'000	R'000	R'000	R'000	R'000
<b>MACHINERY AND EQUIPMENT</b>	<b>5 559</b>	<b>-</b>	<b>-</b>	<b>69</b>	<b>5 628</b>
Transport assets	2 971	-	-	-	2 971
Computer equipment	2 588	-	-	69	2 657
Furniture and office equipment	-	-	-	-	-
Other machinery and equipment	-	-	-	-	-
<b>TOTAL DISPOSAL OF MOVABLE TANGIBLE CAPITAL ASSETS</b>	<b>5 559</b>	<b>-</b>	<b>-</b>	<b>69</b>	<b>5 628</b>

(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)

VOTE 04

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

26.2 Disposals

DISPOSALS OF MOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2021

	Sold for cash R'000	Non-cash disposal R'000	Total disposals R'000	Cash Received Actual R'000
<b>MACHINERY AND EQUIPMENT</b>	<b>964</b>	<b>30 932</b>	<b>31 896</b>	<b>436</b>
Transport assets	662	30 197	30 859	248
Computer equipment	302	646	948	188
Furniture and office equipment	-	25	25	-
Other machinery and equipment	-	64	64	-
<b>TOTAL DISPOSAL OF MOVABLE TANGIBLE CAPITAL ASSETS</b>	<b>964</b>	<b>30 932</b>	<b>31 896</b>	<b>436</b>

26.3 Movement for 2019/20

MOVEMENT IN TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2020

	Opening balance R'000	Prior period error R'000	Additions R'000	Disposals R'000	Closing Balance R'000
<b>MACHINERY AND EQUIPMENT</b>	<b>35 378</b>	<b>-</b>	<b>38 595</b>	<b>(708)</b>	<b>73 265</b>
Transport assets	15 688	-	32 812	-	48 500
Computer equipment	6 844	-	5 197	(202)	11 839
Furniture and office equipment	7 106	-	425	(506)	7 025
Other machinery and equipment	5 740	-	161	-	5 901
<b>TOTAL MOVABLE TANGIBLE CAPITAL ASSETS</b>	<b>35 378</b>	<b>-</b>	<b>38 595</b>	<b>(708)</b>	<b>73 265</b>

26.4 Minor assets

MOVEMENT IN MINOR ASSETS PER THE ASSET REGISTER FOR THE YEAR ENDED AS AT 31 MARCH 2021

	Specialised military assets R'000	Intangible assets R'000	Heritage assets R'000	Machinery and equipment R'000	Biological assets R'000	Total R'000
Opening balance	-	5	-	11 504	-	11 509
Additions	-	-	-	3	-	3
Disposals	-	-	-	(1 215)	-	(1 215)
<b>TOTAL MINOR ASSETS</b>	<b>-</b>	<b>5</b>	<b>-</b>	<b>10 292</b>	<b>-</b>	<b>10 297</b>

	Specialised military assets R'000	Intangible assets R'000	Heritage assets R'000	Machinery and equipment R'000	Biological assets R'000	Total R'000
Number of R1 minor assets	-	-	-	-	-	-
Number of minor assets at cost	-	2	-	7 219	-	7 221
<b>TOTAL NUMBER OF MINOR ASSETS</b>	<b>-</b>	<b>2</b>	<b>-</b>	<b>7 219</b>	<b>-</b>	<b>7 221</b>

(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)

VOTE 04

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

26.5 Minor assets

MOVEMENT IN MINOR ASSETS PER THE ASSET REGISTER FOR THE YEAR ENDED AS AT 31 MARCH 2020

	Specialised military assets R'000	Intangible assets R'000	Heritage assets R'000	Machinery and equipment R'000	Biological assets R'000	Total R'000
Opening balance	-	5	-	11 820	-	11 825
Additions	-	-	-	448	-	448
Disposals	-	-	-	(764)	-	(764)
<b>TOTAL MINOR ASSETS</b>	<b>-</b>	<b>5</b>	<b>-</b>	<b>11 504</b>	<b>-</b>	<b>11 509</b>

	Specialised military assets R'000	Intangible assets R'000	Heritage assets R'000	Machinery and equipment R'000	Biological assets R'000	Total R'000
Number of R1 minor assets	-	-	-	-	-	-
Number of minor assets at cost	-	2	-	7 516	-	7 518
<b>TOTAL NUMBER OF MINOR ASSETS</b>	<b>-</b>	<b>2</b>	<b>-</b>	<b>7 516</b>	<b>-</b>	<b>7 518</b>

26.6 Movable assets written off

MOVABLE ASSETS WRITTEN OFF FOR THE YEAR ENDED AS AT 31 MARCH 2020

	Specialised military assets R'000	Intangible assets R'000	Heritage assets R'000	Machinery and equipment R'000	Biological assets R'000	Total R'000
Assets written off	-	-	-	120	-	120
<b>TOTAL MOVABLE ASSETS WRITTEN OFF</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>120</b>	<b>-</b>	<b>120</b>

26.7 S42 Movable capital assets

MAJOR ASSETS TO BE TRANSFERRED IN TERMS OF S42 OF THE PFMA - 31 MARCH 2021

	Specialised military assets R'000	Intangible assets R'000	Heritage assets R'000	Machinery and equipment R'000	Biological assets R'000	Total R'000
No. of Assets	-	-	-	86	-	86
Value of the assets (R'000)	-	-	-	1 985	-	1 985

MINOR ASSETS TO BE TRANSFERRED IN TERMS OF S42 OF THE PFMA - 31 MARCH 2021

	Specialised mili- tary assets R'000	Intangible assets R'000	Heritage assets R'000	Machinery and equipment R'000	Biological assets R'000	Total R'000
No. of Assets	-	-	-	1 448	-	1 448
Value of the assets (R'000)	-	-	-	2 454	-	2 454

(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)

VOTE 04

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

MAJOR ASSETS TO BE TRANSFERRED IN TERMS OF S42 OF THE PFMA - 31 MARCH 2020

	Specialised military assets R'000	Intangible assets R'000	Heritage assets R'000	Machinery and equipment R'000	Biological assets R'000	Total R'000
No. of Assets	-	-	-	57	-	57
Value of the assets (R'000)	-	-	-	29 845	-	29 845

MINOR ASSETS TO BE TRANSFERRED IN TERMS OF S42 OF THE PFMA - 31 MARCH 2020

	Specialised military assets R'000	Intangible assets R'000	Heritage assets R'000	Machinery and equipment R'000	Biological assets R'000	Total R'000
No. of Assets	-	-	-	-	-	-
Value of the assets (R'000)	-	-	-	-	-	-

27. Intangible Capital Assets

MOVEMENT IN INTANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2021

	Opening balance R'000	Value ad- justments R'000	Additions R'000	Disposals R'000	Closing Balance R'000
SOFTWARE	7 000	-	-	-	7 000
<b>TOTAL INTANGIBLE CAPITAL ASSETS</b>	<b>7 000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>7 000</b>

27.1 Movement for 2019/20

MOVEMENT IN INTANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2020

	Opening balance R'000	Prior period error R'000	Additions R'000	Dispos- als R'000	Closing Balance R'000
SOFTWARE	7 000	-	-	-	7 000
<b>TOTAL INTANGIBLE CAPITAL ASSETS</b>	<b>7 000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>7 000</b>

28. Immovable Tangible Capital Assets

MOVEMENT IN IMMOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2021

	Opening balance R'000	Value adjust- ments R'000	Additions R'000	Disposals R'000	Closing Balance R'000
<b>BUILDINGS AND OTHER FIXED STRUCTURES</b>					
Other fixed structures	276	-	3 185	(3 185)	276
<b>TOTAL IMMOVABLE TANGIBLE CAPITAL ASSETS</b>	<b>276</b>	<b>-</b>	<b>3 185</b>	<b>(3 185)</b>	<b>276</b>

(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)

VOTE 04

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

28.1 Additions

ADDITIONS TO IMMOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2021

	Cash	Non-cash	(Capital Work in Progress current costs and finance release payments)	Received current, not paid (Paid current year, re-ceived prior year)	Total
	R'000	R'000	R'000	R'000	R'000
<b>BUILDING AND OTHER FIXED STRUCTURES</b>					
Other fixed structures	3 185	-	-	-	3 185
<b>TOTAL ADDITIONS TO IMMOVABLE TANGIBLE CAPITAL ASSETS</b>	<b>3 185</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3 185</b>

28.2 Disposals

DISPOSALS OF IMMOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2021

	Sold for cash	Non-cash disposal	Total disposals	Cash Received Actual
	R'000	R'000	R'000	R'000
<b>BUILDINGS AND OTHER FIXED STRUCTURES</b>				
Other fixed structures	-	3 185	3 185	-
<b>TOTAL DISPOSALS OF IMMOVABLE TANGIBLE CAPITAL ASSETS</b>	<b>-</b>	<b>3 185</b>	<b>3 185</b>	<b>-</b>

28.3 Movement for 2019/20

MOVEMENT IN IMMOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2020

	Opening balance	Prior period error	Additions	Disposals	Closing Balance
	R'000	R'000	R'000	R'000	R'000
<b>BUILDINGS AND OTHER FIXED STRUCTURES</b>					
Other fixed structures	-	-	1 587	(1 311)	276
<b>TOTAL IMMOVABLE TANGIBLE CAPITAL ASSETS</b>	<b>-</b>	<b>-</b>	<b>1 587</b>	<b>(1 311)</b>	<b>276</b>

28.4 Capital Work-in-progress

CAPITAL WORK-IN-PROGRESS AS AT 31 MARCH 2020

	Note	Opening balance 1 April 2019	Prior period error	Current Year WIP	Ready for use (Assets to the AR) / Contracts terminated	Closing balance 31 March 2020
	Annexure 9	R'000	R'000	R'000	R'000	R'000
Buildings and other fixed structures		1 060	-	-	(1 060)	-
<b>TOTAL</b>		<b>1 060</b>	<b>-</b>	<b>-</b>	<b>(1 060)</b>	<b>-</b>



(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)

VOTE 04

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

Age analysis on ongoing projects	Number of projects		2019/20
	Planned, Construction not started	Planned, Construction started	Total R'000
0 to 1 Year	-	1	1 060
1 to 3 Years	-	-	-
3 to 5 Years	-	-	-
Longer than 5 Years	-	-	-
<b>Total</b>	<b>-</b>	<b>1</b>	<b>1 060</b>

28.5 S42 Immovable assets

Assets to be transferred in terms of S42 of the PFMA – 2020/21

	Number of assets	Value of assets R'000
<b>BUILDINGS AND OTHER FIXED STRUCTURES</b>		
Dwellings	-	-
Non-residential buildings	-	-
Other fixed structures	-	-
<b>TOTAL</b>	<b>-</b>	<b>-</b>

Assets to be transferred in terms of S42 of the PFMA – 2019/20

	Number of assets	Value of assets R'000
<b>BUILDINGS AND OTHER FIXED STRUCTURES</b>		
Dwellings	-	-
Non-residential buildings	-	-
Other fixed structures	-	-
<b>TOTAL</b>	<b>-</b>	<b>-</b>

30. STATEMENT OF CONDITIONAL GRANTS RECEIVED

NAME OF GRANT	GRANT ALLOCATION					SPENT				2019/20	
	Division of Revenue Act/ Provincial Grants	Roll Overs	DORA Adjustments	Other Adjustments	Total Available	Amount received by department	Amount spent by department	Under / (Over-spending)	% of available funds spent by department	Division of Revenue Act	Amount spent by department
	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
EPWP	2 140	-	-	-	2 140	2 140	2 140	-	100%	2 251	2 167
	<b>2 140</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2 140</b>	<b>2 140</b>	<b>2 140</b>	<b>-</b>	<b>100%</b>	<b>2 251</b>	<b>2 167</b>

(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)

VOTE 04

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

31. STATEMENT OF CONDITIONAL GRANTS AND OTHER TRANSFERS PAID TO MUNICIPALITIES

NAME OF MUNICIPALITY	2020/21							2019/20	
	GRANT ALLOCATION				TRANSFER			Division of Revenue Act	Actual transfer
	DoRA and other transfers	Roll Overs	Adjustments	Total Available	Actual Transfer	Funds Withheld	Re-allocations by National Treasury or National Department		
R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000	
1. Mbombela Municipality	56	-	-	56	52	-	-	84	34
<b>TOTAL</b>	<b>56</b>	<b>-</b>	<b>-</b>	<b>56</b>	<b>52</b>	<b>-</b>		<b>84</b>	<b>34</b>

32. Prior period errors

Correction of prior period errors

	Note	Amount before correction 2019/20 R'000	Prior period error 2019/20 R'000	Restated Amount 2020/21 R'000
Fruitless and Wasteful Expenditure - Transferred to recovery	32	13	(2)	11
Departmental Revenue( Own Revenue included in Appropriation)	2	-	2 529	2 529
Departmental Revenue (Total Revenue Collected)	2	2 529	(2 529)	-
<b>Net effect</b>		<b>2 542</b>	<b>(2)</b>	<b>2 540</b>

Prior period errors implemented to align the disclosure with the MCS and the AMD.

33. BROAD BASED BLACK ECONOMIC EMPOWERMENT PERFORMANCE

Information on compliance with the B-BBEE Act is included in the annual report under the section titled B-BBEE Compliance Performance Information.

The department appointed an independent service provider to conduct a compliance assessment. The department has been confirmed as compliant and level 8 contributor.

34. COVID 19 Response Expenditure

	Note Annexure 10	2020/21 R'000	2019/20 R'000
Goods and services		6 420	-
<b>Total</b>		<b>6 420</b>	<b>-</b>

(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)

VOTE 04

UNAUDITED - ANNEXTURES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

ANNEXURE 1

STATEMENT OF TRANSFERS TO NON-PROFIT INSTITUTIONS

NON-PROFIT INSTITUTIONS	TRANSFER ALLOCATION				EXPENDITURE		2019/20
	Adjusted Appropriation Act	Roll overs	Adjustments	Total Available	Actual Transfer	% of Available funds transferred	Final Appropriation
	R'000	R'000	R'000	R'000	R'000	%	R'000
Transfers							
Traditional Council	12 600	-	4 626	17 226	17 183	100%	20 775
<b>TOTAL</b>	<b>12 600</b>	<b>-</b>	<b>4 626</b>	<b>17 226</b>	<b>17 183</b>	<b>100%</b>	<b>20 775</b>

ANNEXURE 2

STATEMENT OF TRANSFERS TO HOUSEHOLDS

HOUSEHOLDS	TRANSFER ALLOCATION				EXPENDITURE		2019/20
	Adjusted Appropriation Act	Roll Overs	Adjustments	Total Available	Actual Transfer	% of Available funds Transferred	Final Appropriation
	R'000	R'000	R'000	R'000	R'000	%	R'000
Transfers							
Leave Gratuity	1 267	-	974	2 241	2 241	100%	2 415
<b>TOTAL</b>	<b>1 267</b>	<b>-</b>	<b>974</b>	<b>2 241</b>	<b>2 241</b>	<b>100%</b>	<b>2 415</b>

ANNEXURE 3

STATEMENT OF GIFTS, DONATIONS AND SPONSORSHIPS RECEIVED

NAME OF ORGANISATION	NATURE OF GIFT, DONATION OR SPONSORSHIP	2020/21	2019/20
		R'000	R'000
Received in cash			
LGSETA	Fire Project	-	50
<b>TOTAL</b>		<b>-</b>	<b>50</b>

ANNEXURE 4

STATEMENT OF ACTUAL MONTHLY EXPENDITURE PER GRANT

Grant Type	Apr 2020	May 2020	Jun 2020	Jul 2020	Aug 2020	Sept 2020	Oct 2020	Nov 2020	Dec 2020	Jan 2021	Feb 2021	Mar 2021	Total
	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000
EPWP	2	-	-	832	412	283	275	269	271	(204)			2 140
<b>TOTAL</b>	<b>2</b>	<b>-</b>	<b>-</b>	<b>832</b>	<b>412</b>	<b>283</b>	<b>275</b>	<b>269</b>	<b>271</b>	<b>(204)</b>			<b>2 140</b>

(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)

VOTE 04

UNAUDITED - ANNEXTURES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

ANNEXURE 5

STATEMENT OF CONTINGENT LIABILITIES AS AT 31 MARCH 2021

Nature of Liability	Opening Balance 1 April 2020	Liabilities incurred during the year	Liabilities paid/can- celled/re- duced during the year	Liabilities recoverable (Provide details hereunder)	Closing Balance 31 March 2021
	R'000	R'000	R'000	R'000	R'000
<b>Claims against the department</b>					
1. STEMASHAN SPHEPHELO VS MEC & HOD	24 708	-	-	-	24 708
2. SN THWALA (NNO&3 OTHERS VS MEC & MBOMBELA MAYOR	575	325	-	-	900
3. MANTALANE CONSTRUCTION CC VS RAND WATER & DEP COGTA	15 000	-	-	-	15 000
4. RO SIHLANGU VS THE MEC & 2 OTHERS	-	-	-	-	-
5. JL CHILLI VS THE MEC	600	-	-	-	600
<b>TOTAL</b>	<b>40 883</b>	<b>325</b>			<b>41 208</b>

ANNEXURE 6

CLAIMS RECOVERABLE

Government En- tity	Confirmed balance out- standing		Unconfirmed balance outstanding		Total		Cash in transit at year end 2020/21 *	
							Receipt date up to six (6) working days after year end	Amount
	31/03/2021	31/03/2020	31/03/2021	31/03/2020	31/03/2021	31/03/2020		R'000
	R'000	R'000	R'000	R'000	R'000	R'000		R'000
<b>Department</b>								
1. MP DCSR	-	236	-	-	-	236	-	-
2. MP DPWRT	-	-	553	289	553	289	-	-
3. National School of Governance	416	-	-	-	416	-	-	-
<b>TOTAL</b>	<b>416</b>	<b>236</b>	<b>553</b>	<b>289</b>	<b>969</b>	<b>525</b>		

ANNEXURE 7

INTER-GOVERNMENT PAYABLES

GOVERNMENT ENTITY	Confirmed balance outstanding		Unconfirmed balance outstanding		TOTAL		Cash in transit at year end 2020/21 *	
							Payment date up to six (6) working days before year end	Amount
	31/03/2021	31/03/2020	31/03/2021	31/03/2020	31/03/2021	31/03/2020		R'000
	R'000	R'000	R'000	R'000	R'000	R'000		R'000
<b>Current</b>								
1. MP PWRT	90	38	-	-	83	38	-	-
2. Department of Justice	1 106	-	-	-	753	-	-	-
3. Rand Water	-	-	5 419	5 419	5 419	5 419	-	-
<b>TOTAL</b>	<b>1 196</b>	<b>38</b>	<b>5 419</b>	<b>5 419</b>	<b>6 615</b>	<b>5 457</b>		

(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)

VOTE 04

UNAUDITED - ANNEXTURES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

ANNEXURE 8  
INVENTORIES

Inventories for the year ended 31 March  
2021

	Other inventory	Tarpaulins inventory	Insert major category of inventory	Insert major category of inventory	TOTAL
	R'000	R'000	R'000	R'000	R'000
Opening balance	6 101	18 831	-	-	24 932
Add/(Less): Adjustments to prior year balances	-	-	-	-	-
Add: Additions/Purchases – Cash	12 637	34 456	-	-	45 093
Add: Additions - Non-cash	-	-	-	-	-
(Less): Disposals	-	-	-	-	-
(Less): Issues	(15 087)	(29 167)	-	-	(44 254)
Add/(Less): Received current, not paid (Paid current year, received prior year)	2 293	2 412	-	-	4 705
Add/(Less): Adjustments	-	-	-	-	-
<b>Closing balance</b>	<b>5 944</b>	<b>24 532</b>	<b>-</b>	<b>-</b>	<b>30 476</b>

Inventories for the year ended 31 March  
2020

	Other inventory	Tarpaulins inventory	Insert major category of inventory	Insert major category of inventory	TOTAL
	R'000	R'000	R'000	R'000	R'000
Opening balance	1 017	-	-	-	1 017
Add/(Less): Adjustments to prior year balances	-	-	-	-	-
Add: Additions/Purchases – Cash	8 288	30 240	-	-	38 528
Add: Additions - Non-cash	-	-	-	-	-
(Less): Disposals	-	-	-	-	-
(Less): Issues	(3 204)	(11 409)	-	-	(14 613)
Add/(Less): Received current, not paid (Paid current year, received prior year)	-	-	-	-	-
Add/(Less): Adjustments	-	-	-	-	-
<b>Closing balance</b>	<b>6 101</b>	<b>18 831</b>	<b>-</b>	<b>-</b>	<b>24 932</b>

(MP: CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS)

VOTE 04

UNAUDITED - ANNEXTURES TO THE ANNUAL FINANCIAL STATEMENTS

for the year ended 31 March 2021

ANNEXURE 9

MOVEMENT IN CAPITAL WORK IN PROGRESS

MOVEMENT IN CAPITAL WORK IN PROGRESS FOR THE YEAR ENDED 31 MARCH 2021

Opening balance	Current Year Capital WIP	Ready for use (Asset register) / Contract terminated	Closing balance
R'000	R'000	R'000	R'000

BUILDINGS AND OTHER FIXED STRUCTURES

Dwellings

Non-residential buildings

Other fixed structures

-	-	-	-
---	---	---	---

TOTAL

-	-	-	-
---	---	---	---

MOVEMENT IN CAPITAL WORK IN PROGRESS FOR THE YEAR ENDED 31 MARCH 2020

Opening balance	Prior period error	Current Year Capital WIP	Ready for use (Asset register) / Contract terminated	Closing balance
R'000	R'000	R'000	R'000	R'000

BUILDINGS AND OTHER FIXED STRUCTURES

Dwellings

Non-residential buildings

Other fixed structures

TOTAL

-	-	-	-	-
-	-	-	-	-
1 060	-	(1 060)	-	-
1 060	-	(1 060)	-	-

ANNEXURE 10

COVID 19 RESPONSE EXPENDITURE

Per quarter and in total

Expenditure per economic classification	2020/21					2019/20
	Q1	Q2	Q3	Q4	Total	Total
	R'000	R'000	R'000	R'000	R'000	R'000
Goods and services	6 349	43	-	-	6 420	-
<i>List all applicable SCOA level 4 items</i>						
<i>Cons Hous Sup:Wash/Clean Dete</i>	5 591	-	-	-	5 591	-
<i>Cons Supp :Medical Supplies</i>	758	43	-	-	801	-
<i>P/P:Pest Cntrl/Fumigation Ser</i>	-	-	-	28	28	-
<b>TOTAL COVID 19 RESPONSE EXPENDITURE</b>	<b>6 349</b>	<b>43</b>	<b>-</b>	<b>28</b>	<b>6 420</b>	<b>-</b>







**HEAD OFFICE**  
Samora Machel Building  
Riverside Government Complex  
Mbombela  
1200

**POSTAL ADDRESS**  
Private Bag X 11304  
Mbombela  
1200

**CONTACT NUMBER**  
Tel: (013) 766 6087  
Fax: (013) 754 4708

**WEBSITE**  
<https://cogta.mpg.gov.za>

**DISASTER TOLL FREE**  
**080 020 2507**



@cogtamp



@mpcogta

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