



FINANCE DIRECTORATE
NDLAMBE MUNICIPALITY

QUARTERLY BUDGET AND FINANCE REPORT

PERIOD 1 JULY 2016 TO 30 SEPTEMBER 2016

The Constitution of the Republic of South Africa states that a local authority must provide its inhabitants with all basic services in a sustainable manner. Section 229 provides for division of fiscal functions and powers and section 156 provides a municipality with executive authority and rights to administer local government matters with this in mind and other legislative provision which have been enacted.

To date funds for the operation of Ndlambe Municipality are generated from user charges, rates, equitable share, subsidies and grants. It is our greatest challenge to ensure that all rates and user charges are collected. To assist in this regard, the Credit Control by-law is being enforced to recover outstanding debt and REVCO has been appointed to assist with the collection of outstanding debt.

The external environment of Ndlambe has been analysed by the finance directorate to ensure that Ndlambe Municipality will continue as a going concern.

From the analysis, the following challenges have been identified:-

1. High unemployment
2. Lack of industry.
3. Small number of sustainable businesses in the Ndlambe Area.
4. Seasonal trading
5. Limits placed on local authorities by National Treasury.
6. The cost of compliance placed on small rural municipalities through legislation.
7. Grants, subsidies and rebates granted by the Ndlambe Municipality to assist indigents, pensioners,
8. To obtain a reliable data base in respect of the population of Ndlambe with specific reference to the indigents.
9. Population statistics not accurate.

FINANCE DIVISION'S VALUES, VISIONS AND MISSION

Values

We, as members of the Finance Division of the Ndlambe Municipality, see ourselves as a professional team working within an organisation with employees of integrity, striving to offer a quality service in a productive and inventive manner to provide service excellence to the people we serve in a participatory democracy and in line with the Batho Pele principals.

Our key values are:-

Honesty	:	We will strive to be corruption free.
Enthusiasm	:	We will be passionate and proud in the performance of our duties.
Transparency	:	We will be open and communicate freely with all stakeholders of Ndlambe Municipality.
Quality	:	We are committed to a culture in which we will continuously strive for excellence.
Professional	:	We practice the highest standards applicable to our respective work and we embrace humility, discipline, respect and trust.
Accountable	:	We will always be accountable for our actions.

Participatory Democracy : We will always maintain and ensure maximum involvement of all stakeholders both internal and external.

Vision

The Finance Division of the Ndlambe Municipality recognises that the main reason for the existence of our division and therefore of every job within it, is to satisfy the needs of our stakeholders and particularly those listed below:-

Customers	Customers which include ratepayers, residents and visitors given an affordable, sustainable and equitable service in a courteous, friendly, prompt and efficient manner within a safe, clean environment.
Employees	Fairness, equity, security, trust, support and fair play between all employees.
Co-Workers	Maintaining a high level of mutual respect, trust, honesty, teamwork, information and knowledge sharing among each other.
Suppliers	Fair to all suppliers by having a fair and equitable procurement policy ensuring that suppliers are paid on time.
The Community	People centred offering a equitable provision of services in a consistent manner in a safe, clean environment promoting ethical governance and operations.

The finance division of Ndlambe Municipality will ensure that they provide products and services and perform functions as prescribed by all applicable legislation.

FINANCE DIVISION STRATEGIES TO MEET OUR OBJECTIVES

To build on our existing financial management plan, our strategies for attaining our objectives shall be done through the following action plans:-

1. Identify training needs of all employees in the finance division.
2. All current policies and procedures to be analysed and adapted if necessary.
3. To compile a comprehensive policy manual relating to all aspects influencing or impacting on the finance division.
4. Monitor and adopt procedures and work instruction for all employees.
5. Monitor the policy to be adhered to in crisis situations.
6. Monitor the policy for dealing with the use of financial resources.

THE FINANCE DIRECTORATE AND THE COMMUNITY

The Finance Directorate's mission with regard to the community it serves is to encourage community participation. To encourage public participation, the following areas will continue to be concentrated on:-

1. The budget process.
2. The Finance Directorate's involvement in the IDP process.
3. Performance management.
4. Outcomes and impacts of the various services.
5. Strategic decisions made relating to the Finance Directorate.

Various processes and procedures are to be undertaken during the 2016/2017 financial year to ensure public participation:-

1. Survey of internal and external customers to be undertaken.
2. A public meeting is to be held half yearly to deal with all finance related matters and to give the community feedback with regard to strategic decisions made regarding the Finance Directorate and to the complaints and suggestions received.
3. All matters mentioned will be communicated to the community through various mediums to ensure that we reach as many of our customers as possible.
4. The community is to be notified by the mediums mentioned above when:-
 - a) The budget timetable is set, and the dates when the budgets are to be discussed.
 - b) Draft by-laws regarding the Finance Directorate are to be discussed.
 - c) Service delivery agreements are to be discussed.
 - d) Reviews are to be done on the performance of the Finance Directorate.
 - e) The financial statements of the Municipality are to be discussed.
 - f) The report of the Auditor General is to be discussed.

THE FINANCE DIVISION KEY PERFORMANCE INDICATORS

The following key performance indicators were identified for the quarter 1 July 2016 to 30 September 2016:-

FINANCE DIRECTORATE PERFORMANCE INDICATORS – 1 JULY 2016 TO 30 SEPTEMBER 2016	
Performance Indicator	Comment
BASIC SERVICE DELIVERY	
% Increase of indigent households having access to free basic water	A significant portion of the increase is as a result of indigent household for FBAE .
% Increase of indigent households having access to free basic sanitation services	Sanitation service is provided on demand, the achieved is indicative of the focus to render services irrespective of the customer group.
% Increase of indigent households having access to basic electricity service in direct proportion to housing projects coming on-line	During the 2016/17 financial, no RDP houses have been finished yet consequently a minimal number applications have been forwarded to ESKOM. ESKOM approval of application is also impacting the increase in the number of FBE beneficiaries.
% increase of indigent households with access to free alternative energy sources	Indigent registrations continues to be extended to Rural/Farm areas.
ORGANIZATIONAL TRANSFORMATION AND INSTITUTIONAL DEVELOPMENT	
Attendance of all meetings of management structures that the MM instituted.	The CFO and the Deputy Director: Revenue attended all the meetings that were instituted by the Municipal Manager.
Number of Directorates' management structures and schedule of meetings	The finance directorate held its monthly meeting with all finance staff.
Adherence to the MFMA and Municipal policies and regulations like the supply chain policy.	The finance directorate has put systems in place to ensure that there is adherence to legislation and policies. The systems include BTO doing compliance checks on all requisitions and SCM doing compliance checks before issuing orders.
Aligned scorecards and operational plans	During this quarter the finance scorecard was aligned to the IDP, SDBIP and operational plans for the 2016/2017 financial year.
Credible budgeting process according to applicable prescripts.	The budget timetable and budget instructions were present to Council as required.
Signed Performance Agreements for Supervisors and Managers	Performance agreements for 2016/2017 based on the approved budget and IDP were signed and are waiting for the newly elected Council to consider them
Directorate's WSP in place and compiled.	The plan is in place but due to limited budgets not all staff identified could be sent on training. In-house mentoring and training continues.

LOCAL ECONOMIC DEVELOPMENT	
No of projects undertaken that impacted on local economic development.	The only project finance can undertake is to employ casuals for Gel Distribution and Indigent household registrations.
MUNICIPAL FINANCIAL VIABILITY AND MANAGEMENT	
Mechanisms implemented to improve revenue services.	A service provider has been appointed to assist with revenue collection, Use of electronic system access to various databases has an added advantage to increase collections, data cleansing and compilation of supplementary valuations had been of great assistance in revenue enhancement.
Service Provider appointed is monitored to ensure effectiveness.	Monthly meetings are held with REVCO to assess their effectiveness and deal with any matters that arise.
Court approved valuation roll.	The next valuation will only take place during the last quarter of this financial year.
Measures put in place to achieve 80% expenditure spent on the approved budget.	Daily cash flow forecasts are prepared to gauge how much expenditure budget can be spent based on cash available
Compliance with budget preparation and budget related policies finalization in accordance with the MFMA.	All legislated dates regarding the budget for the 2016/2017 financial year were met.
Number of in year budget performance reports as required by MFMA submitted on time	Unfortunately not 100% achieved as certain of the returns take long to populate as they have to be done manually. All returns were submitted but not all on time. I am confident that when we get our new financial system and the returns are produced electronically we will meet this target.
Balance of daily current bank account	This was achieved and formed the basis to our daily cash flow management.
% improvement in the implementation of Indigent Policy	Improvement could only be determined by an increase in the number of registered indigent household, based on this principle a total of 5.6% was achieved.
% compliance of the SCM Manager with legislation	This target was met for all procurement that is initiated and dealt with by the SCM Unit.
Annual financial statements that are 100% compliant to GRAP standards as per gazette issued by National Treasury	A GRAP compliance check list was developed and the service of a GRAP expert was sourced to ensure that our statements that were handed to the Auditor-General in August 2016 would be compliant.
Fruitless and wasteful expenditure register in place	The register is in place and is been maintained on a daily basis by the expenditure section.
% increase in the number of finance employees that are competent (SETA certification) on	Apart from the interns that are still busy with the competency training and the Assistant Director

minimum competency levels as regulated.	Expenditure that has not yet commenced all other relevant staff in finance has been assessed as competent.
% Increased budget provision for asset repairs and maintenance	This target was not achieved as public comment required the budget to be cut to reduce the percentage increase the public were to absorb.
Updated Asset Register	The asset register has been updated with all additions, disposals and transfers that the finance directorate have been informed of.
GOOD GOVERNANCE AND PUBLIC PARTICIPATION	
Progress reports on remedial action instituted according to the Audit Action Plan submitted	No remedial action needed to be instituted against any finance staff during this quarter as they met all their targets.
Progress reports on the implementation of Financial Delegations of Authority	The progress report is completed quarterly stating that all finance officials have implemented all tasks, functions and responsibilities assigned to them.

FINANCE DIRECTORATE : STATISTICAL INFORMATION

The Finance Directorate functioned well during the period under review, thanks to a stable and dedicated finance staff. The main cause for concern remains the unacceptably high outstanding debt in respect of rates and services (as illustrated below), despite applying Council's credit control policies as rigorously as possible with the limited resources available.

REVENUE SECTION

Outstanding Debtors

	Outstanding as at 30 September 2016	Outstanding as at 31 December 2016	Outstanding as at 31 March 2017	Outstanding as at 30 June 2017
Rates	35024400			
Refuse	10709587			
Service Charge	7711104			
Sewer –annual charges	9548184			
Water – availability	752769.39			
Electricity - availability	186 102.24			
Electricity sales	314 695.70			
Water sales	254909.82			
Housing	315523			
Sanitation	1401020			
Legal fees	201785			
Indigent Charge	-2318			
Sundry	161318			
Environmental levy	2732811			
Undefined category	-9577			
Total	104 207 701			

Rates and service accounts were processed and e-mailed or mailed on a monthly basis. The delivery of monthly accounts has been a point of concern however alternate methods are been put in place to ensure

that ratepayers and consumers receive their monthly accounts. This should hopefully eliminate the complaints received from people that their accounts are not reaching them.

Debt collection continued to receive top priority throughout the period, but the success thereof remains a matter of great concern as indicated earlier.

Income

It is important to provide Council with an overview of what income has been received during a particular calendar month. The information to be supplied to Council should be in a summarised form and classified into sections such as electricity, water, rates, refuse, equitable share, etc. It allows Council to compare what has come in as income compared to what has gone out as expenditure. It also is an indication on where actual income is below budget and gives early warning for corrective measures to be instituted. Additional information that should be brought to Council's attention with regard to income must be included with the summary. Where income is well below budget, an action plan is to be included on how the situation can be rectified.

INCOME ACCRUED						
	JULY 2016		AUGUST 2016		SEPTEMBER 2016	
	Budget	Actual	Budget	Actual	Budget	Actual
Rates	14 852 748	40 185 267	29 705 496	49 416 739	44 558 244	58 515 414
Electricity	5 206 911	4 151 143	10 413 822	10 113 739	15 620 733	15 742 683
Water	4 291 312	2 758 168	8 582 623	7 267 333	12 873 935	10 098 388
Refuse	2 180 362	2 112 781	4 360 725	3 311 417	6 541 087	5 234 049
Sewer	1 447 021	1 553 820	2 894 042	2 093 496	4 341 063	3 539 699
Equitable Share	4 751 214	2 730 082	4 751 214	3 129 502	4 751 214	3 142 225
Sanitation	348 415	142 981	696 830	265 826	1 045 245	457 408

EXPENDITURE SECTION

Creditors

All creditors, including staff salaries, were paid regularly on a monthly basis and no amounts remained unpaid at the end of the respective financial years.

	1 July 2016 to 30 September 2016	1 October 2016 to 31 December 2016	1 January 2017 to 31 March 2017	1 April 2017 to 30 June 2017
Number of payments made	4489			
Total value of payments made	R127 304 929.52			

Stores

Apart from purchasing and issuing stock items, the purchases of other materials not normally held in stock were controlled through the Stores on behalf of the various departments.

Turnover of stock at the Stores during the four quarters of 2016/2017 was as follows:-

	1 July 2016 to 30 September 2016	1 October 2016 to 31 December 2016	1 January 2017 to 31 March 2017	1 April 2017 to 30 June 2017
Value of purchases				
Value of issues				

Pay Office

	JULY 2016	AUGUST 2016	SEPTEMBER 2016
Full Time Employee's	510	535	512
Contract Employee's			
New Appointments	3	26	5
Resignations, Retirements and Dismissals	5	1	28
Bonus Accruals	46047	13536	50390
Monthly Payroll – Salaries and Allowances	R7 427 857.00	R7 618 863.81	R7 547 445.25
Overtime Paid	R817 990	R793 103	R721 399
Severance Payments, Resignations and Retirements	R55 780	R43 695	R46 911
Council Contributions to Medical Aid and Pension/Retirement Funds	R1 651 623	R1 617 362	R1 630 869

BUDGET AND TREASURY OFFICE

Budget Control

Income and expenditure compared to budget was constantly monitored and the various departments were kept informed of the situation on a monthly basis. Despite this, variances did occur for various reasons and corrective steps were implemented where possible. Comparisons between budgeted and actual income and expenditure for the past three months are as follows:-

	JULY 2016		AUGUST 2016		SEPTEMBER 2016	
	Budget	Actual	Budget	Actual	Budget	Actual
Income	R418 027 473	R52 401 742.76	R418 027 473	R75 853 894.30	R418 071 259.59	R101 768 941.02
Expenditure	R382 443 785	R18 844 689.68	R382 163 785	R44 079 274.65	R382 207 571	R71 433 053.94

Operating and Capital Budgets

The budgeting process for 2016/2017 started in September 2016 and the 2016/2017 financial year's budget was approved by Council on 23 June 2016.

Financial Management Grant Summary

CAPITAL	JULY 2016		AUGUST 2016		SEPTEMBER 2016	
	Budget	Actual	Budget	Actual	Budget	Actual
Expenditure	R175 000	0	R175 000	-R1 343.94	R175 000	R6 815

OPERATING	JULY 2016		AUGUST 2016		SEPTEMBER 2016	
	Budget	Actual	Budget	Actual	Budget	Actual

Expenditure	R1 650 000	R52 169.97	R1 650 000	R73 981.49	R1 650 000	R340 778.07
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Municipal Systems Improvement Grant Summary

OPERATING	JULY 2016		AUGUST 2016		SEPTEMBER 2016	
	Budget	Actual	Budget	Actual	Budget	Actual
Expenditure	0	0	0	0	0	0

Once again the capital budget had to be restricted due to the shortage of internal funds. Capital projects will only be embarked upon once the funds are secured.

Cash Flow Management

The key factor to the management of finances within Ndlambe Municipality is effective cash flow management and administration. Expenditure can, to a point, be controlled but the collection of revenue is not always under the municipality's control. The municipality can only spend money which has been collected even though the expenditure has been approved in terms of the budget. Municipality's reserves are non-existent so revenue management and credit control is of vital importance. Cash flow reports are not a precise correlation between the revenue flow and expenditure flow, they are predictions of what can be expected regarding revenue flow and expenditure flow. To a large extent, expenditure flow takes place on a more or less constant pace or a predictable pace which makes cash flow forecasts on expenditure more reliable than that of income. Cash flow forecasts must highlight variances between expected cash inflow to cash outflow and management must be proactive in dealing with them. Management is to come up with ways of smoothing cash inflow to cash outflow.

Cash flow summaries are one of the most important parts of the financial manager's report. The forecast shows monthly income compared to monthly expenditure which will determine if a particular month will be cash positive or cash negative and allow action to be taken to rectify the situation well in advance. From the perspective of the finance operation, accuracy of information in the cash flow forecast is critical in order that effective cash flow administration can be pursued.

SUPPLY CHAIN MANAGEMENT QUARTERLY REPORT

SUPPLY CHAIN MANAGEMENT POLICY – Paragraph 6(4) REPORT – 2017 QUARTER 1 Extracted from the SCM Policy as approved by Council in June 2016:

“6. Oversight role of the council

(3) For the purposes of such oversight, the accounting officer must –

(a) within 30 days of the end of each **financial year**, submit a report on the implementation of this policy to the council through its mayor;

(b) whenever there are serious and material problems in the implementation of this policy, immediately submit a report thereon to the council through its mayor.

(4) The accounting officer must, within 10 days of the end of **each quarter**, submit a report on the implementation of this policy to the mayor.

(5) The aforesaid reports must be made public in accordance with section 21A of the Municipal Systems Act.”

REPORT FOR THE PERIOD 1 JULY TO 30 SEPTEMBER 2016

1. Staffing Matters

During the fourth quarter of the 2016 Financial Year, the two permanent and one contract members of the Unit continued to face many challenges, due mainly to an insufficient number of staff members in the Unit to carry out the full range of duties as set out in the Municipality's Supply Chain Management Policy.

The post of Supply Chain Management Practitioner, which, **since December 2012**, has been filled by a contracted employee, has been approved on the organogram and was provided for in this Unit's 2014, 2015 and 2016 operating budgets. To ensure sustained compliance with Best Practice processes, and to address to issues raised previously by the Auditor-General, it is considered essential that this new post be filled on a permanent basis as soon as possible. However, the Task Grading in respect of this new post has, as at 30 June 2016, still not yet been completed, and it would appear that a permanent appointment cannot be made until this process has been concluded. Concerns therefore remain regarding continuity and the efficiency of the SCMU. The post of Supply Chain Clerk remains the only currently occupied post which has yet to be task graded. No firm indication has been provided by the Human Resources Section as to when this evaluation will be completed but it appears that new issues regarding this matter have been identified and that the conclusion of the process will be further delayed.

2. Office Infrastructure

The situation whereby the SCMU Office, since occupying the 44 Campbell Street premises in November 2012, operated without being linked to the municipality's telephone switchboard system, was resolved in May 2016 when all three staff SCMU members were provided with corded VoIP handsets which were linked to the central municipality switchboard. Training on the finer points of utilisation of the system has not yet been provided.

3. Decentralised Supply Chain Processes

It remains a challenge to fully and comprehensively comply with the administrative and reporting requirements of legislation due to the currently dispersed nature of responsibility for the various Supply Chain Management functions.

The lack of central co-ordination regarding Supply Chain matters such as bid notice preparation, bid committee minutes and agendas, notice placement and other related issues remain an obstacle in complying with the required processes contained within the Supply Chain Management Policy.

Although the ideal situation would be to establish a fully-fledged centralised Procurement Section at Ndlambe Municipality, the problem remains that it would be an extremely costly exercise, and would place enormous strain on the overall constraints of restricting increases in budget expenditure. However, until such time that this situation is comprehensively addressed, the Municipality will run the risk of not fully complying with legislated requirements.

It has recently become apparent that progress may shortly be made in this regard with a possible phasing-in approach being followed.

4. Ndlambe Municipality Supplier Database

By amendment to the Supply Chain Management Policy, the municipality's supplier database, with effect from 1 July 2016, has become, *de facto*, the Central Supplier Database (see below).

5. Web Based Central Supplier Database (CSD)

With effect from 1 July 2016, Municipalities must use the CSD supplier number starting with (MAAA) which is auto generated by the Central Database System after successful registration and validation of the prospective provider as mandatory requirement as part of listing criteria for accrediting prospective provider in line with Section 14(1)(b) of the Municipal Supply Chain Management Regulations. This means that the requirement for Ndlambe Municipality to operate and maintain a separate supplier database has fallen away, as all organs of state (including municipalities) must, from 1 July 2016, make exclusive use of suppliers who are registered on the CSD.

To this end:

- An amendment to the Supply Chain Management Policy of the municipality, in line with the recommendations of National Treasury regarding compulsory CSD registration, was approved by Council in June 2016.
- SCMU officials have been assisting many local potential suppliers to register on the CSD.
- The Supply Chain Manager has been registering Ndlambe officials as users on the CSD so that user departments can search this database for potential suppliers. This is an ongoing process.

The response from, particularly local, current suppliers to the municipality has, regrettably, been extremely poor. Ongoing efforts to encourage registrations are being made but there exists a considerable risk that the

municipality, in order to ensure ongoing service delivery, may be left with no other option than to transact with unregistered suppliers.

The current user-friendliness of the CSD has proved to be rather challenging, and suggestions are being made to National Treasury regarding possible improvements to this aspect of the system.

6. Minimum Competency Levels

Section 119(1) of the MFMA states that: *“The accounting officer and all other officials of a municipality or municipal entity involved in the implementation of the supply chain management policy of the municipality or municipal entity must meet the prescribed competency levels.”*

Both the Head: Supply Chain Management and Acquisition Officer must therefore comply with the requirements of the National Treasury: Local Government: Municipal Finance Management Act: Municipal Regulations on Minimum Competency Levels in this regard.

The Head: Supply Chain Management commenced the required studies in April 2013 and should meet the competency requirements by early 2016 as the outstanding Unit Standards will be presented only on a distance learning basis by the training provider, Stellenbosch University. The Acquisition Officer commenced with these required studies during 2015 financial year.

The Acquisition Officer is enrolled at Fort Hare University but, due to ill health, has missed six Unit Standards. The Supply Chain Manager directed an e-mail to the university on 18 March 2016 regarding the completion of these standards, but has yet to receive a reply.

7. Abakus System shortcomings

There many shortcomings regarding the quality of the actual orders which are generated by the Abakus system, and matters such as Delivery Data, Comments, Supplier Reference Numbers, Ndlambe VAT Vendor Number and other data need to be incorporated into the order format. Due to the current apparent lack of support and development for this financial system, the shortcomings will most probably only be addressed once an alternative system is commissioned. The timing of this is unknown as it is dependent on the acquisition, most probably by way of a Section 32 Transversal Tender procurement, a SCOA Regulations NT capable system.

8. Deviations from SCM Processes

Although tendering procedures and many other provisions of the Supply Chain Management Policy were adhered to, many deviations (as defined in Section 36 of the SCM Regulations and Para 39 of Ndlambe Municipality's SCM Policy), mostly relating to the Informal and Formal Written Quotation provisions, still occur on a regular basis. During the quarter under review, 86 authorised deviations, with a total value of R3 181 366, were submitted to the SCMU in support of acquisition documentation.

Concerted efforts are continually being made by the Supply Chain Management Unit to inform user departments of ways to decrease their reliance on using deviations to support acquisitions.

9. Review of Formal Written Quotations

During the quarter under review, the SCMU reviewed and performed preferential points calculations in respect of 19 Formal Written Quotation invitations (acquisitions from R30 000 to R200 000) with a total value (based on the prices of the highest points scoring bidders) of R1 905 783-43.

10. Annual Tender – 2016/2017 Financial Year requirements

The tender documentation was finalised during the quarter under review and the relevant Bid Specification Committee meeting was held on 30 September 2016. The annual tender invitation notice will be published on 6 October 2016 and closed for bids on the 26th.

11. National Treasury MFMA Circular 77 – Model SCM Policy for Infrastructure Procurement and Delivery Management

In October 2015 this circular, which suggested a separation of supply chain management requirements for general goods and services from those for infrastructure delivery, was issued. A “model” Infrastructure Procurement and Delivery Management policy was also provided.

As the current Supply Chain Management Regulations (Municipal Supply Chain Management Regulations per Notice 868 of 2005) do not make any provision for municipalities to have more than one Supply Chain Management Policy, no action, other than noting the contents of the circular, was taken.

12. National Treasury MFMA Circular 83 – Publication of information on the eTender Publication Portal

This circular, issued in July 2016, set out “requirements” by National Treasury (although a Circular is obviously not any form of Regulation) for municipalities and municipal entities to advertise, on the eTender Publication Portal (<http://www.etenders.gov.za/>), all their bids and publish notices of all awarded bids, cancellations and deviations, variations and extensions of existing contracts.

The circular also stated, *inter alia*, that:

- “Accounting Officers must utilise the Organ of State System Account Application Form on the Office of the Chief Procurement Officer (OCPO) website to request access rights on the eTender Publication Portal.” No clarity has yet been provided to the SCMU regarding this matter.
- “The National Treasury will facilitate access to the system and provide training and support in collaboration with Provincial Treasuries.” No indication as to when this training will be provided has been received by the SCMU.

The circular also does not make any mention of a commencement date of the requirements. No action, other than noting the contents of the circular, has therefore been taken by the SCMU.

IT FOR FINANCIAL MANAGEMENT

mSCOA

NDLAMBE MUNICIPALITY mSCOA PROJECT MANAGER		
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Seven out of eighteen team members signed the approved T.O.R and Oath of Secrecy after numerous requests were directed to members.

Information, circulars and training workshop materials are when available circulated to staff and Councillors to update themselves with mSCOA matters.

FINANCE DIRECTORATE STAFF

Certain sections and staff in the Finance Directorate are still grappling with Job Evaluations.

NDLAMBE FINANCE DIRECTORATE MONTHLY REPORTS

Attached are the following annexures;

Annexure A	Finance Report for July 2016
Annexure B	Finance Report for August 2016
Annexure C	Finance Report for September 2016