



AMATHOLE

DISTRICT MUNICIPALITY

**OVERSIGHT REPORT ON THE ANNUAL REPORT OF AMATHOLE DISTRICT
MUNICIPALITY AND AMATHOLE ECONOMIC DEVELOPMENT AGENCY
(ASPIRE) FOR THE 2018/2019 FINANCIAL YEAR.**

**OVERSIGHT REPORT FOR AMATHOLE DISTRICT MUNICIPALITY (ADM) AND
AMATHOLE ECONOMIC DEVELOPMENT AGENCY (ASPIRE) FOR THE 2018/2019
FINANCIAL YEAR.**

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INTRODUCTION

Section 151(2) of the Constitution of the Republic of South Africa, 1996 as amended, vests both legislative and executive authority of the Municipality on the Council. This means that Council has the responsibility to oversee the work of the Executive and the Administration of the municipality. The oversight responsibility of the Council is meant to ensure that there are checks and balances in the manner in which the Municipality is governed and in the delivery of services to the community.

Section 152(a) of the Constitution of the Republic of South Africa, 1996 as amended, states that the object of local government is:

“To provide Democratic and Accountable Local Government for communities”.

In the light of this provision, it becomes the responsibility of all the political and administrative office bearers to promote a culture of accountability within the entire institution and any municipal entity of which the municipality has sole or shared responsibility or ownership and to seek to give effect to the provisions of the Constitution.

The submission of the Annual Report and the Annual Financial Statements to the Council is a step towards attainment of fully accountable governance and enables the Council to exercise its leadership role in ensuring an accountable local government. The submission of the Oversight report on the annual financial statements and the annual report is an area in which the Council must play a meaningful role in terms of ensuring:

1. That the Executive and the Administration comply with the requirements of the Municipal Finance Management Act, 2003 and other relevant legislation in terms of reporting.
2. That the annual report reflects that the Municipality has lived up to its goals and strategies in terms of delivering services to the community as set out in its Integrated Development Plan.
3. That the municipality responds to national and provincial government norms in terms of the development objectives set by those spheres of government.
4. That the interests of the community are served to the extent that the municipality has the capacity and the resources to respond to the needs of the community.

5. That the municipality gives effect to the Integrated Development Plan as required in terms of section 36 of the Municipal Systems Act (Act 32 of 2000 as amended) and the Standing Rules (2016).
6. That the resources of the Institution are applied in an efficient and economic manner to deliver services to the community.

The Council of Amathole District Municipality in considering mechanisms to perform effective oversight in terms of the Act, resolved to appoint a Municipal Public Accounts Committee to exercise the oversight functions of Council on behalf of Council and report progress in terms of section 79 of the Municipal Structures Act (Act 117 of 1998 as amended). The Terms of Reference of the Municipal Public Accounts Committee include the consideration of the Annual Report and preparation and presentation of an oversight report to the Council for adoption.

SUMMARY OF THE RESOLUTION OF THE COUNCIL ON THE ANNUAL REPORT

The Acting Executive Mayor of Amathole District Municipality, Hon. Councillor Mnqwazi, presented the Annual Report and the Consolidated Annual Financial Statements for the District Municipality at a Council meeting on the 30th August 2019 in terms of section 127 of the Municipal Finance Management Act (Act 56 of 2003) as **item 8.1.1** of the Council agenda.

RESOLVED

- (a) That the Amathole District Municipality's Draft 2018/2019 Unaudited Annual Report; together with ASPIRE's 2018/19 Unaudited Annual Report Annual Report be considered; and
- (b) That the Annual Report be referred to the Municipal Public Accounts Committee to deal with it in terms of its Terms of Reference adopted by Council.

PROCESS FOLLOWED BY THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE IN DOING ITS WORK.

Circular 32 of the Municipal Finance Management Act, 2003 (Act 56 of 2003), the Municipal Public Accounts Committee must plan its work in such a way as to ensure that it is thorough and effective in the performance of its functions.

The Committee developed a program of action for oversight on the Annual Report. The Program of Action which is attached herewith as Annexure **1A** of this report entailed the following key component:

1. Roll out of the Annual Report to Communities for the citizens to be afforded an opportunity to give their views and raise concerns on the performance of the Municipality on service delivery.
2. Interactive sessions/interviews with the Executive, the Administration and the entity (ASPIRE) to obtain assurance that matters raised by the Auditor General in the Annual Report and Annual Financial Statements are receiving the attention of the Municipality and the Entity.

The Annual Report was advertised in the local newspapers and also placed in the libraries in the 6 local municipalities under ADM's area of jurisdiction, with a view to invite communities and community organizations to provide comments on the report. At the time of writing this report, no comments were received from the members of the Public, through this mechanism.

PUBLIC PARTICIPATION ON THE ANNUAL REPORT

Public hearings on the Annual Report are a unique opportunity for communities to analyse and give comments on how they view the performance of the Municipality. In this regard the Municipality is able to comply with the provisions of section 16(1) (iii) of the Local Government Municipal Systems Act, 2000 as amended. However successful and effective participation of citizens in these processes depends on the extent to which an enabling environment is created for effective engagement. Thus the support and cooperation of the Local Municipalities is important so that communities are able to evaluate the performance of local government in their areas whether as district or as local.

The Committee cherishes the idea of undertaking public hearings on the Annual Report together with local municipalities. This would enable communities to engage with the two tiers of local government at the same time and sharpen community oversight. Although it was not possible to achieve this goal, the presence of the leadership of Local Municipalities during the engagement sessions ensured that communities were able to engage the District and Local Municipalities on service delivery.

Reasons for inability of Local Municipalities to present with the District Municipality range from:

- Some Local Municipalities not being ready with their Annual Reports; and
- Some Local Municipalities preferring to take Public Hearings to ward level which would not be suitable for the ADM schedule.

During the Public Hearings the Executive Mayor and the members of the Mayoral Committee addressed communities and the Municipal Public Accounts Committee chaired the sessions in order to drive discussions and note comments for integration in the oversight report. The Committee is pleased to report that public hearings took place in all local municipalities.

The committee gauged a level of fair satisfaction during the public hearings from the communities wherein the communities affirmed the existence and the impact of the projects implemented by ADM in their areas.

There were however, some recurring issues raised by the communities during the Public Hearings which were raised in the previous year which shows that there is an indication that the institution has not been able to resolve them or they are taking longer to resolve.

One of the issues that keeps coming up is that of the unfinished VIP toilet structures which were commissioned to be built by the Siyenza Group. Responses as to what is causing the delay in the completion of these structures was given to the communities; and also the issue of non-availability of water in some areas as attributed by the drought.

The details of the comments of the communities are captured in *Annexure 2A* of the report.

INTERACTION WITH THE EXECUTIVE AND THE ADMINISTRATION

The Oversight process on the Annual Report and the Annual Financial Statements requires that the Committee schedules meetings with the Executive to discuss findings of the Auditor General. On the 28th January 2020, the Municipal Public Accounts Committee met with the Management of the Institution to discuss the audit outcomes of the Municipality.

In the discussions the Committee raised the following matters:

- There is a need to develop a register of Audit finding for the previous and current year with a recovery plan linked to the SDBIP.
- Develop mechanisms to deal with SAP and other ICT related challenges.
- What is the role of Internal Audit and have issues raised by AG in the last financial year been attended to?
- The AG report mentions discrepancies between what is reflected in the financial statements and what obtains on the ground.
- There is report of non-compliance with legislation.
- Recording management has also been mentioned by the AG as cause for concern.
- The Audit report mentions cases of unauthorized, irregular, fruitless and wasteful expenditure which raises concern about the Supply Chain Management practices of the Institution which must be investigated.

The Committee met with the Administration to discuss matters raised by the Audit General with a view to get clarity on the causal factors and an assurance that the matters are receiving the attention of the Management. In this engagement the Committee was assured that the Management Letter and the Audit Action plan would cover all matters raised by the AG and present a systematic approach to resolving them.

CONSIDERATION OF THE AUDITOR-GENERAL'S REPORT ON THE FINANCIAL STATEMENTS AND OTHER LEGAL AND REGULATORY REQUIREMENTS OF AMATHOLE DISTRICT MUNICIPALITY

The Municipal Public Accounts Committee convened a meeting of the committee on the 28 January 2019 to consider the report by the Auditor General on the financial statements and other legal and regulatory requirements of the institution. The committee expressed its concern that the Municipality has regressed from a Qualified Audit Opinion to a disclaimer. The Committee raised serious concern about the fact that ADM has been a beacon of hope for local municipalities under her jurisdiction for many years, but the audit outcomes will send a wrong message on the commitment of the District to good governance principles.

The committee was assured from the comments it raised that there were various interventions being undertaken by the municipality to deal with the regression of the audit outcome. A major contributing factor to the audit opinion received by the institution was attributed to the limited functionality of the institutions financial system (SAP). The Auditor General highlighted that the inability of the system to produce accurate financial statements caused figures to be misstated.

Furthermore, the committee highlighted that further investigations will need to be done in order to mitigate some of the findings by the Auditor General.

It was also reported that the disclosures of procurement through limited bidding contributed to the increased figure of Irregular Expenditure. Committee was partially satisfied with the responses to their questions raised.

SUMMARY OF CONCLUSIONS OF COUNCIL WITHOUT RESERVATIONS EXPRESSED ON THE ANNUAL REPORT AND THE ANNUAL FINANCIAL STATEMENTS OF THE ADM

The Municipal Public Accounts Committee has reviewed the Annual Report and consulted communities in the process. The Committee is not satisfied that the information provided by the Executive and the Administration during the interactive sessions is a fair representation of the state of affairs within the Municipality. While acknowledging that the Audit action plan The Committee therefore recommends that the Annual Report of Amathole District Municipality be adopted without reservations.

SUMMARY OF CONCLUSIONS OF THE COUNCIL ON THE ANNUAL REPORT OF AMATHOLE ECONOMIC DEVELOPMENT AGENCY (ASPIRE).

The Municipal Public Accounts Committee has reviewed the Annual Report and Annual Financial Statements for Amathole Economic Development Agency (ASPIRE). The Committee is not satisfied with the response on the questions raised on the operations of the Agency. The Committee therefore recommends that the Annual Report and Annual Financial Statements for the Amathole Economic Development Agency (Aspire) be adopted without reservations.

RECOMMENDATION

- (a) That Council adopts the Annual report of Amathole District Municipality (ADM) for the 2018/2019 financial year without reservations.
- (b) That Council adopts the Annual Report of Amathole Economic Development Agency (ASPIRE) for the 2018/2019 financial year without reservations.
- (c) That Council adopts the Consolidated Annual Financial Statements of Amathole District Municipality (ADM) and Amathole Economic Development Agency (ASPIRE) for the 2018/2019 financial year without reservations.
- (d) For the Council to adopt the Oversight Report on the Annual Report and Consolidated Annual Financial Statements of Amathole District Municipality (ADM) and Amathole Economic Development Agency (ASPIRE) for the 2018/2019 financial year.

PROGRAM OF ACTION FOR THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE 2019

DATE	LM	Town	Ward	Venue/village	Time
18 September 2019	Amahlathi LM	Keiskammahoek	2	Mnyameni Village Community Hall	10H00
	Great Kei LM	Komga	5	Morgan Bay Community Hall	10H00
19 September 2019	Mnquma LM	Centane	23	Qoboqobo community hall	10H00
		Ngqamakhwe	20	Mtebele A/A - Linzi JPS	
		Butterworth	7	Zazulwana-Ibika AA –Church Hall	
27 September 2019	Raymond Mhlaba LM	Fort Beaufort Alice	20 12	Hillside Community Hall Melani Community Hall	10H00
	Ngqushwa LM	Ngqushwa	1	Gobozane Community Hall	10H00
04 October 2019	Mbhashe LM	Elliotdale Willowvale Dutywa	21 4	Lower Desi Hall Fort Malan Hall Xeni Community hall	10H00



**AMATHOLE DISTRICT MUNICIPALITY
MUNICIPAL PUBLIC ACCOUNTS COMMITTEE**

TERMS OF REFERENCE

**TERMS OF REFERENCE FOR THE MUNICIPAL PUBLIC ACCOUNTS
COMMITTEE**

1. INTRODUCTION

- 1.1 Oversight is a concept that refers primarily to the crucial role of the Legislature (Council) in reviewing and monitoring the actions of the Executive.
- 1.2 Section 79 of the Municipal Structures Act, Act 117 of 1998 (Structures Act) allows a municipal council to establish a committee necessary for the effective and efficient performance of any of council's functions or the exercise of any of its powers.
- 1.3 In order for Council to effectively and efficiently perform its oversight role, including its financial oversight obligations set out in Section 129 of the Municipal Finance Management Act 56 of 2003 (MFMA), Council has established the Municipal Public Accounts Committee (MPAC) in terms of Section 79 of the Structures Act.
- 1.4 In determining the Terms of Reference for Municipal Public Accounts Committee, as set out in this document, Council has considered the guidelines listed hereunder, taking into consideration the particular circumstances of the ADM:
 - 1.4.1 The MFMA Circular 32 of 15 March 2006 (which provides for guidance on the oversight process that councils must follow when considering the annual report and producing an Oversight Report);
 - 1.4.2 The National Treasury and the Department of Cooperative Governance jointly issued guidelines for the establishment of MPACs of 17 August 2011; and
 - 1.4.3 The guidelines issued by SALGA in March 2012 for the establishment, appointment and general functioning of MPACs.

2. PURPOSE

The purpose of the MPAC is:

- 2.1 to perform an oversight function on behalf of council, including, but not limited to, overseeing expenditure of public funds and the utilisation of Council resources;
- 2.2 to assist Council in holding the Executive and Administrative arms of the municipality, through the Executive Mayor and the Municipal Manager respectively, accountable to ensure good governance, and to promote transparency.

3. DUTIES OF THE MPAC

MPAC has the following duties:

- 3.1 To consider and evaluate the content of the following reports submitted to Council by the Executive Mayor and to make recommendations to Council in respect of such reports:
 - 3.1.1 Quarterly Supply Chain Management Reports;
 - 3.1.2 Quarterly Performance Reports;
 - 3.1.3 Quarterly report of the on the implementation of the Service Delivery and Budget Implementation Plan (SDBIP) to assess the effectiveness, efficiency and quality of services rendered and/or goods purchased; and to ascertain whether specific promised service delivery targets have been met.
 - 3.1.4. Section 71 and section 72 reports
- 3.2 To consider and evaluate the content of the annual report, and draft an oversight report in accordance with Section 129(1) of the MFMA, within two months of the annual report being tabled in Council. The oversight report must include a statement recommending that Council:
 - (i) approve the annual report with or without reservations;
 - (ii) reject the annual report;
 - (iii) refer the report back for revision of those components that can be revised;
- 3.3 Examine the financial statements and audit report of the Municipality and Municipal entity, and in so doing, consider improvements made from the previous financial statement and audit reports; and to evaluate the extent to which the Audit Committee's and the A-G's recommendations in respect of the previous statements and audit reports, have been implemented;
- 3.4 To consider and evaluate the content of any other report referred to it by Council;
- 3.5 By way of a resolution of Council, to investigate the recoverability of unauthorised, irregular or fruitless and wasteful expenditure in terms of Section 32(2)(a) and (b) of the MFMA;
- 3.6 By way of a resolution of Council, to investigate any other matter that Council may refer to it for investigation.
- 3.7 To make recommendations to Council regarding:
 - (i) any aspect relevant to the oversight of the Executive and Administration;

- (ii) good governance, transparency and accountability within the Municipality;
 - (iii) the use/abuse of municipal resources.
- 3.8 To provide an annual report to Council on the activities of MPAC for the year in accordance with paragraph 8.2.
- 3.9 To conduct Follow-Up reviews as provided for under paragraph 9 below.
- 2.10 To perform any other functions assigned to it through a resolution of Council within its area of responsibility.

4. METHOD OF WORK

- 4.1 The Committee shall be entitled to access of all municipal documents relevant to any of its duties as set out in paragraph 2 above.
- 4.2 In accessing documents referred to in sub-paragraph 3.1 above, it must request access to the documentation in question in writing from to the Executive Mayor on behalf of the Executive and/or the Municipal Manager, on behalf of the Administration.
- 4.3 Such written request contemplated under paragraph 3.2 must:
- (i) Describe or identify the document(s) required;
 - (ii) Indicate under which specific duty of MPAC, as contained in paragraph 2, are the document(s) required in order for MPAC to execute its duty; and
 - (iii) Give the date when the documents must be delivered to the Committee (provided that a reasonable amount of time be given for this purpose).
- 4.4 The Committee shall be entitled to request information from the Executive Mayor on behalf of the Executive, and/or the Municipal Manager, on behalf of the Administration, subject to the following:
- 4.4.1 A written request for information must be addressed to the Executive Mayor and/or the Municipal Manager.
- 4.4.1 The written request must:
- (i) Clearly indicate the nature of information being sought (preferably by way of specific questions that are required to be answered);
 - (ii) indicate under which specific duty of MPAC, as contained in paragraph 2, is the information required in order for MPAC to execute its duty; and

- (iii) Give the date when the information must be supplied to the Committee (provided that a reasonable amount of time be given for this purpose).
- 4.5 The Committee shall be entitled to request that the Executive Mayor, on behalf of the Executive, and/or the Municipal Manager, on behalf of the Administration, to appear in person at a Hearing to answer questions of the Committee, subject to the following:
 - 4.5.1 A written request to appear before the Committee must be addressed to the Executive Mayor and/or the Municipal Manager.
 - 4.5.2 The written request must:
 - (i) indicate the issues or areas of concern which the Committee wishes to question the Executive Mayor and/or the Municipal Manager;
 - (ii) indicate under which specific duty of MPAC, as contained in paragraph 2, is the information required in order for MPAC to execute its duty; and
 - (iii) give the date of the Hearing that the Executive Mayor or the Municipal Manager are required to attend
 - 4.5.3 The Executive Mayor and/or Municipal Manager may direct an appropriate person to attend the Hearing either to assist them, or on their behalf.
- 4.6 Should it be necessary for any other procedure to be followed other than that set out in sub-paragraphs 3.1 to 3.5 above, a prior resolution of Council must be obtained.
- 4.7 The Committee may request the support of both the internal and external auditors (advisory), subject to budgetary restraints when necessary. The Auditor General or his/her representative may be invited to attend a hearing as and when necessary.
- 4.8 Committee hearings are open to the public. However, in-camera Hearings may be held if the Committee is of the view that the matters in question may impact on rights to privacy or any other rights protected by the Constitution.
- 4.9 The Committee may invite persons with relevant experience both internally and externally to attend its meetings in order to advise the Committee in its deliberations. When officials are requested to attend Committee meetings in order to advise the Committee, this must be arranged through the Municipal Manager in writing.

- 4.10 The selection of officials to attend MPAC meetings shall be at the discretion of the Municipal Manager, after considering various factors such as items on the agenda.
- 4.11 The Committee shall be entitled to visit the ADM projects at any stage of their implementation so as to:
- (i) Assess the level of community satisfaction on the implementation of the project.
 - (ii) Assess the impact of the project on the community and establish whether the resources of the Institution are effectively utilised.
 - (iii) Identify any challenges in the implementation of projects and advise council for corrective action.

The following procedure will be followed when MPAC project visits take place.

- a) MPAC develops a report.
- b) MPAC meeting the Executive Mayor and Municipal Manager to appraise them on MPAC findings.
- c) The Mayor and Municipal Manager develop action plans or provide comments to add to MPAC findings.
- d) MPAC report with recommendations is tabled to Council.
- e) Within 30 days, the Mayor and Municipal Manager meet with MPAC to appraise MPAC on actions taken.
- f) Municipal Manager reports to Council on steps taken to address issues raised by MPAC.

In this process the independence of MPAC must be maintained.

- 4.12 Unless it is a matter of urgency, the Committee must liaise with the Municipal Manager in respect of proposed site visits as contemplated under sub-paragraph 3.11, to ensure that officials and/or service providers are on site to provide project related information to the Committee, as well as to ensure that interruptions to the projects to be visited are minimised.

5. COMPOSITION AND MEMBERSHIP

- 5.1 The MPAC shall comprise of councillors, excluding any councillor serving as an Executive Mayor or Deputy Executive Mayor, Mayor or Deputy Mayor, Speaker, Whip or a member of Mayoral Committee.

- 5.2 As a committee established in terms of Section 79 of the Structures Act, the Committee is authorised by Council to co-opt *advisory* members who are not members of Council, but within the limits determined by Council
- 5.3 MPAC members may not serve in other Committees of Council to minimize possible conflict of interest.
- 5.4 Members ought to represent a wide range of experience and expertise available in Council and represent various political affiliations.
- 5.5 Councillors serving on MPAC shall be appointed for a term as determined by Council.
- 5.6 The Council may dissolve the MPAC at any time by way of a Council resolution.

6. CHAIRING OF MPAC MEETINGS

- 6.1 The Chairperson of the Committee is to be appointed by Council resolution.
- 6.2 The Council may consider making the position of Chairperson of the Committee full-time.
- 6.3 If the chairperson of the committee is unable to attend a particular meeting, the members present will elect an acting chairperson for that meeting.

7. ATTENDANCE OF MEETINGS

- 7.1 The meetings of MPAC shall be included in the annual calendar of Council and will held as determined by Council in its schedule of meetings, but special meetings may be called when necessary to consider urgent matters as mandated by Council.
- 7.2 Agendas for the meetings shall be issued at least seven days prior to a meeting.
- 7.3 Quorum shall be the majority of members in attendance.
- 7.4 The standard rules for the Council shall apply to MPAC.
- 7.5 The meetings of the MPAC should, as far as is possible and practical, be open to the public in accordance with section 160(7) of the Constitution.

8. ADMINISTRATIVE SUPPORT BY COUNCIL

- 8.1 In order for the MPAC to be effective in executing its functions, officials in the Legislative and Executive Support Department will provide support to the Committee to coordinate and undertake research activities, and will also provide secretarial and administrative support as required by the committee work programme.
- 8.2 The Committee's annual budget shall be under the control and management of the Legislative and Executive Support department.
- 8.3 Council must ensure adequate provision of financial and other resources to ensure that the Committee fulfils its mandate.

9. REPORTING

- 9.1 The Committee reports directly to Council through the Speaker of the Municipality and interfaces with the other committees of council through the Speaker, where relevant.
- 9.2 The Committee will report annually to Council on the activities of the Committee, including the number of meetings held in the year, specific investigations undertaken and concluded and key resolutions taken.
- 9.3 Besides the annual MPAC report, the Committee should also report to Council at least quarterly.
- 9.4 The Auditor General in conjunction with Internal Audit may advise the Committee in respect of formulation of reports.

9.5 The Committee may communicate freely with the Executive Mayor and the Municipal Manager.

10. FOLLOW-UP

- 10.1 The Committee must develop effective follow-up procedures to determine if an action has been taken to implement its recommendations to Council.
- 10.2 Replies to the recommendations of the Committee that have been adopted by Council, are required from the Executive Mayor and/or Municipal Manager. They should indicate the action taken or to be taken by the Executive/Administration in the implementation of such recommendations. Alternatively, reasons must be advanced as to why the recommendations cannot be implemented.

11. CONFIDENTIALITY

Matters that have not been finalised must be treated as confidential.

Comments of the communities made on the 2018/2019 Draft Annual Report2019 ANNUAL REPORT ROADSHOWS: ZAZULWANA – IBIKA, MNOUMA LOCAL MUNICIPALITY – 19 SEPTEMBER 2019

NO	NAME & SURNAME	WARD NUMBER	QUESTION	RESPONSE
1	Mrs Phakathi	7	<ul style="list-style-type: none"> • Toilets: 6 Villages have now increased to 8. Will the additional villages be provided for? • Water: There was a truck carting water to (Komkhulu) that was turned away and diverted elsewhere. • Water: There are people with yard connections and there is no water from the taps. • Road: Grading by trucks does not cover the entire village extensively. • Housing: Improper allocation of the beneficiaries for the allocation of RDP housing. 	<ul style="list-style-type: none"> • Villages and populations are forever increasing hence development/construction will always be done. Extended/additional villages shall be provided for at a later stage. • ADM liaises with the local municipality on where water carting should be. No one has the right to divert any water carting truck to its pre-determined point. Communities should report these illegal actions. • Free basic water provision is at standpipes only. People with yard connections should have meters installed and billed for the water. Illegal connections are terminated by ADM O&M Staff. • The provision of roads and roads infrastructure is within the competency of the local municipality. • It is not within ADM's competency to provide for RDP Houses. The Department of Human Settlements is responsible for the allocation of the Houses.
2	Nomandla Ceza-Hentla	7	<ul style="list-style-type: none"> • Water: (Gcuwa Dam) There is silting on the dam and the dam itself is quite 	<ul style="list-style-type: none"> • Gcuwa Dam is in its entirety belongs to the National Department of Water & Sanitation and not ADM.

			contaminated. Can the dam not be cleaned?	Cleaning of the dam needs specialized work to be carried out in partnership with the Department of Environmental Affairs. The proposal instead was that a new dam be constructed as cleaning of the dam will prove to be too expensive for the work to be carried out.
3	Mr Siyaphi	7	<ul style="list-style-type: none"> • Water: There is no water currently in the area. • There is a water rupture just above the University which needs to be looked into as this may be the cause for the non availability of water in ward 7 	<ul style="list-style-type: none"> • Water is being provided in the area under the project Gcuwa West Regional Water Supply.
4	Zubenathi Ngcebeshe	7	<ul style="list-style-type: none"> • There is a borehole that used to be at the village and was since replaced with a generator. Since the installation, there has been no availability of water. Where is the water going to? • EPWP: In the village, there has been no person employed on the programme. Why is this? Where are CV's submitted? 	<ul style="list-style-type: none"> • ADM engages the local municipality on the identification of projects to be undertaken by the EPWP. ADM collects the information provided by the local municipality. The local municipality is then responsible for the non-employment of people on the EPWP.

5	Singiswa Siwahla	7	<ul style="list-style-type: none"> • Boreholes: There are quite a few number of boreholes in the area, such that they sprout sporadically. Even though there is drought, the ground is clay indicating that there are boreholes present. What can be done to cultivate these boreholes? 	<ul style="list-style-type: none"> • Studies have been undertaken by engineers and results have proved that the boreholes are not sustainable for the provision of water for long periods of time. In order for a borehole to be fully effective, water has to prove to be sustainable.
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2019 ANNUAL REPORT ROADSHOWS: MORGANS BAY, GREAT KEI LOCAL MUNICIPALITY – 18 SEPTEMBER 2019

NO	NAME & SURNAME	WARD NUMBER	QUESTION	RESPONSE
1	Sydney Matibela	5	<ul style="list-style-type: none"> • We have no toilets in our homes. ADM promised toilets for every stand/erf. • We are not receiving services in the manner we should be receiving them. 	<ul style="list-style-type: none"> • The IDP Platform can be used to submit requests/requirements for community and make suggestions/recommendations for projects for each area. • ADM to make follow up on the services which are not being delivered accordingly.
2	Koloni Mlilwana	5 WC	<ul style="list-style-type: none"> • Page 19 (presentation), Gxara Sanitation is at feasibility study. In all the reports presented to the community it is always at feasibility study (1 year 6 months) • Page 16 (presentation) EPWP expenditure is at 99%. The payment of stipends for EPWP is not constant. 	<ul style="list-style-type: none"> • Feasibility studies have allocated funding and for the Gxara Sanitation has been completed. What is remaining is for the implementation of the project (financial year to be determined). • Local municipalities do not submit claims and paperwork in time. Log books and attendance registers are not submitted thus making the payment of the stipends not to be done on time (late submissions are the main cause). It is never a situation of non-availability of funds.

GOBOZANA COMMUNITY HALL, NGQUSHWA LOCAL MUNICIPALITY – 27 SEPTEMBER 2019

N O	NAME & SURNAME	WARD NUMBE R	QUESTION	RESPONSE
1.	Nkosiyabo Thomas	1	<ul style="list-style-type: none"> • Money owed to ADM: What strategies will be done by ADM to enhance revenue collection? • Can ADM revisit the option of looking for boreholes to source water especially now that we are facing a drought? 	<ul style="list-style-type: none"> • Money owed to ADM: There are various interventions that are currently undertaken by ADM such as water restrictions especially for businesses. Also, there is an incentive scheme done by ADM with the aim of applying discounts to encourage people to pay for municipal services. • The district is currently busy with plans to rehabilitate and also look into the establishment of new boreholes as the drought is still rife.
2.	Mr Zibangele	1	<ul style="list-style-type: none"> • Indigent registration: Who exactly is registered? Homeowner or the homeowner and inhabitants. 	<ul style="list-style-type: none"> • The homeowner is registered during the indigent registration process. The total number of people per household is disclosed on the application form. Therefore, only the owner is the one who registers for the indigent status to qualify for appropriate discounts and exemptions.
3.	Mr Mdayi	1	<ul style="list-style-type: none"> • Drought: The unavailability of water in the area and the location of the standpipe which exceeds the 200m radius. Can ADM look into the rehabilitation of the borehole and also, the location of the borehole? 	<ul style="list-style-type: none"> • The district is currently busy with plans to rehabilitate and also look into the establishment of new boreholes as the drought is still rife. Service providers have been appointed by ADM to source the alternative sources of water. • Additionally, boreholes are also being tested for sustainability of water provision.

4.	Mr Javu	1	<ul style="list-style-type: none"> Water Problem: Water reservoir has water but the water does not reach the taps. 	<ul style="list-style-type: none"> ADM works in conjunction with Amatola Board which assists with bulk water supply. ADM relies on the provision of water to the reservoir by Amatola Board.
5.	NoOne Memani	1	<ul style="list-style-type: none"> Appreciation of the presentation and looking forward to the indigent registration process. Gobozane Hall: The hall needs renovations and there is currently no fencing and ablution facilities in the hall. 	<ul style="list-style-type: none"> Appreciation well noted and welcomed. Ward Committee Meeting was held last week (September 2019), and resolutions of the meeting were on the construction of the ablution facilities of the hall.
6.	Mr Mdayi (ward committee)	1	<ul style="list-style-type: none"> Can ADM look into the possibility of water carting at strategic points around the village. There is also no water provision during funerals. 	<ul style="list-style-type: none"> This will be looked into as there are financial implications attached to water carting. The reservoir cannot be filled by water carting.
7.	Ward Councillor.		<ul style="list-style-type: none"> A plea is made that technicians respond timeously when called for water/pipe bursts ADM to provide plastic taps instead of the copper taps as the copper taps are vandalized. 	<ul style="list-style-type: none"> ADM will strive to improve the turnaround time for responses to the water/pipe bursts. ADM is currently replacing the vandalized taps with plastic taps but cannot simultaneously change all the copper taps to plastic.
8	Mr Khumbulani	1	<ul style="list-style-type: none"> Roads: Roads are inaccessible when it rains. 	<ul style="list-style-type: none"> Roads infrastructure is within the competency of the local municipality. However, there is a contractor appointed by the LM which is due to come to the area to “grade” the current road.

9	Khuselwa Njengele	1	<ul style="list-style-type: none"> • Dam construction: dams are drying up and cattle are drowning in muddy dams. Can ADM assist with cleaning of dams? • Unemployment: Can youth be employed in projects that take place in Ngqushwa LM? 	<ul style="list-style-type: none"> • Dam cleanup was discussed at the last ward committee meeting and will soon be done. People are encouraged to attend the ward committee meetings as most issues are discussed there. • ADM engages the local municipality on the identification of projects to be undertaken by the EPWP. ADM collects the information provided by the local municipality. The local municipality is then responsible for the non-employment of people on the EPWP.
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2019 ANNUAL REPORT ROADSHOWS:

EXENI COMMUNITY HALL, MBHASHE LOCAL MUNICIPALITY – 04 OCTOBER 2019

N O	NAME & SURNAME	WARD NUMB ER	QUESTION	RESPONSE
1.	Mr. Menziwa	8	<ul style="list-style-type: none"> • Pg: 19 Water in ward 8. On 1 May 2019, Jeme Community (ward 8) were promised that they would have water within 3 weeks. Are there any plans for ward 8 in 2019/2020 financial year? • Indigent registration happens, but nothing ever comes from it. • RDP housing in ward 8. There has been no RDP housing provided in ward 8. Can this be looked into and the community be provided with RDP Houses? 	<ul style="list-style-type: none"> • ADM does not provide for RDP housing. That is within the competency of the Local Municipality in collaboration with the Department of Human Settlements.
2.	Mr Mfuneko Maqulu	4	<ul style="list-style-type: none"> • Water has been provided by ADM but the pipelines have run through peoples' fields. Only 5 taps have been provided in the entire village which exceed the 200m radius. 	<ul style="list-style-type: none"> • MIG – Regional Bulk Project and the taps are under the WSIG project. The WSIG project is a relief project to enable the community to have access to water whilst the bulk water project is underway with an expectancy completion of 2 years.

3.	Mrs Thuthu	Zimpuku 2	<ul style="list-style-type: none"> • Appreciation for the response to the request for taps to be installed but there is no water that is available from the taps that were extended. • Mabhokisi village, has no taps and toilets and people are going to the forests to relieve themselves. 	<ul style="list-style-type: none"> • Sanitation project is underway for ward 2. Progress is going according to project phases. Application has been made for the project to accommodate the extension of the village.
4.	Cllr. Mambi	6	<ul style="list-style-type: none"> • Appreciation for the presentation by the District Municipality. There is a need to expend on the projects as their villages are also growing overtime. 	<ul style="list-style-type: none"> • Villages are growing continuously, but unfortunately, funding allocation is allocated according to the population at the time. New applications for funding will have to be done in order to accommodate the expanded villages and the communities.

ANNUAL ROADSHOW AMAHLATHI LOCAL MUNICIPALITY

TIME: 11:00

VENUE: MNYAMENI VILLAGE COMMUNITY HALL

NAME	WARD/VILLAGE	QUESTION	RESPONSE
Zukisa Qonto	2	<ul style="list-style-type: none"> • How can communities access Aspire, as the village could benefit if a Botanical Garden was erected, Tourism could also be explored • Who was responsible for building houses for the destitute , the village had so many elderly with broken mud houses that could fall any day • The village had a water dam but the water supplied did not reach Mnyameni community • The irrigation schemes were utilizing clean drinking that was supposed to be for communities 	<p>Aspire was a Municipal entity and was responsible for programmes such as Small town revitalization, this would in turn look into ward based plans.</p> <p>It was competence of the Department of Human Settlements through ward Councillors and the Local Municipality the information should be passed on.</p> <p>The matter would be attended to through engagements with amatola water.</p> <p>The matter would be investigated as they should not be utilizing clean treated water.</p>
Cebo mzwakali	2	<ul style="list-style-type: none"> • The was water dripping from the dam 	The matter would be addressed immediately
Maseko	2	<ul style="list-style-type: none"> • Incomplete toilets left during the Siyenza period 	The tender was taken over by the Municipality and service providers had been appointed through the contractor incubator programme

			A service provider would be introduced to the community once all paper work had been done.
Mfenyane Nyameka	2	<ul style="list-style-type: none"> The dam was not regularly cleaned 	The matter would be escalated as the dams were not a competence of the District.
Mbangi	2	<ul style="list-style-type: none"> Inner village roads were in a very bad condition 	The inner village roads were competence of the Local Municipality and that the Ward Councillor would attend to it through the Local municipality
Mbange	2	<ul style="list-style-type: none"> Home has no electricity since 1998 	Electricity was a competence of the LM as well as Eskom as such the matter would be forwarded to the relevant department

VENUE : MBHASHE, ELLIOTDALE LOWER DESI COMMUNITY HALL

DATE : FRIDAY, 4 OCTOBER 2019

NO.	NAME	WARD NUMBE R/VILL AGE	QUESTION	ANSWER
1	Juju	20	<ul style="list-style-type: none"> • Ward 20 does not have water, when is the Elliotdale Water scheme coming to an end. • When is Xhora Water Scheme phase 2 starting. 	<ul style="list-style-type: none"> • Will be investigated further. • Should be further raised in the IDP roadshows.
2	Gola	20	<ul style="list-style-type: none"> • Whilst waiting for the big water schemes, why is research not done on boreholes to be upgraded or live water springs as these springs do not dry. • Mncwane has source of flowing water but nothing is done to assist 	<ul style="list-style-type: none"> • Research has shown that the live water springs could not be tempered with because when done so they dry up. It is why the boreholes are normally done meters away from the sprint. • Further investigation will done on the matter.
3.	Apleni	CWP	<ul style="list-style-type: none"> • The Elliotdale taxi rank is incomplete, how can that be followed up with Aspire • The are 2 tucks which supply water and why can't Xhora have one to supply the area due to its distance from Idutywa. • On page 16 what does the RRAM Grant used for. 	<ul style="list-style-type: none"> • ADM is still busy with the matter and should be shelved to the IDP process. • Mbhashe has 3 towns, but only 2 trucks are servicing the LM. • The grant is used for access roads to the dams and water treatment works.
5.	Qondani	20	<ul style="list-style-type: none"> • In the water forums, are there no units to test water to determine viruses and diseases. 	<ul style="list-style-type: none"> • Water is always tested before consumption even those from the boreholes

ANNUAL ROADSHOW MBHASHE LOCAL MUNICIPALITY

TIME: 11:00

VENUE: FORT MALAN VILLAGE COMMUNITY HALL

NAME	WARD/VILLAGE	QUESTION	RESPONSE
Ndesi	27	<ul style="list-style-type: none"> The water pipes that were installed had no water 	This is mainly due to the drought as dams have gone dry
Nothemba	Kankathwana	<ul style="list-style-type: none"> Toilets had been installed but abruptly stopped what was the problem 	The toilets that had been installed were part of the previous project and it was completed. New applications were made for the extensions.
Nomthandazo	27	<ul style="list-style-type: none"> There were new extensions and had no water Gxakagxaka location electrification was stopped due to water pipe burst and ADM had not fixed it. 	<p>New applications would be considered during the IDP and Budget roadshows.</p> <p>The matter would be attended to urgently</p>
Pumela Sityata	27	<ul style="list-style-type: none"> Community members who worked at the forest were not paid for the almost 3 months 	The matter would be escalated to the Local Municipality
Mbange	24	<ul style="list-style-type: none"> Contractor in shixini village did not pay community members who dug holes for toilet installations 	The matter would be investigated and attended to
Mboxela Sizwe	27	<ul style="list-style-type: none"> Mr Maqanda who was responsible for the area was unreachable The ward committee of ward 27 also failed community members Taps in the ward had been removed and community members then bought their own taps which municipal employees failed to install 	<p>The issue would be addressed</p> <p>The person would be engaged and informed of such complaints and the Local Municipality would be involved.</p> <p>It will be investigated and community members would be informed of the outcomes.</p>

VENUE: QOBOQOBO COMMUNITY CENTANE, MNQUMA LOCAL MUNICIPALITY
DATE 19 SEPTEMBER 2019

NO.	NAME	WARD NUMBER/VILLAGE	QUESTION	ANSWER
1.	Phuthumile Mafumane	Qoboqobo	<ul style="list-style-type: none"> • There is no water, even the water cutting does not assist and people are forced to drink dirty water. 	<ul style="list-style-type: none"> • It was reported that taps were dry due to drought and some were not working as they were stolen. • The Institution has trucks that are responsible for water carting, Councillors should assist communities with the identification of areas of need.
2.	Siviwe Qikila	Qoboqobo	<ul style="list-style-type: none"> • Request for reopening of closed boreholes as people were struggling. 	<ul style="list-style-type: none"> • The Institution promised to look into the areas which needed assistance with boreholes.
3.	Wesbone Sgwadu	23/Thuthura	<ul style="list-style-type: none"> • A question was raised as to who identified the venue as the Ward Councillor was not present together with some villagers of ward 23. • Toilets in Thuthura were not finished but the materiel which was going to be used to finish the toilets keeps disappearing from the plant. • Where do the Amathole trucks get water from, as there were some that were sported filling dirty water from the quarry? 	<ul style="list-style-type: none"> • The Executive Mayor requested Councillors to consult communities about their needs. The Venue was identified by the ward Councillor but he could not attend as he was bereaved. • Siyenza project didn't go as planned. Amathole cannot use the materiel left by siyenza as siyenza is in court with the supplier. The project to restart in the current financial year. • The Institution gives instructions to drivers on where to source water from, trucks used are branded and all drivers are given permits. A request was made that people should stop paying truck drivers and they should assist in monitoring misuse.

4.	Unathi Nketshenketshe	23	<ul style="list-style-type: none"> Why are other villages not listed in the annual report 	<ul style="list-style-type: none"> Not all villages can be done in one year, projects are done in phases.
5.	Siviwe	Qoboqobo	<ul style="list-style-type: none"> Request for animal dipping tanks and animal drinking dams. 	<ul style="list-style-type: none"> It was reported that the Inter-governmental relations meetings would address the issue of dipping tanks.
6.	Xolisani	Qoboqobo	<ul style="list-style-type: none"> Request for RDP Houses 	<ul style="list-style-type: none"> It was reported that the Inter-governmental relations meetings was responsible for addressing the issue of RDP houses.
7.	Jack Skololo	Qoboqobo	<ul style="list-style-type: none"> Amathole brought water tanks but later took them. Where will the trucks pore water when they come. 	<ul style="list-style-type: none"> Tanks were brought as a temporal relief not permanent use, the main reason why tanks were taken away while there is still drought would be investigated.

VENUE : MTEBELE A/A, NGQAMAKHWE (MNQUMA LM)

DATE : THURSDAY, 19 SEPTEMBER 2019

NO.	NAME	WARD NUMBER/ VILLAGE	QUESTION	ANSWER
1	Linda Mtshazo	20	What is IDP in full?	A full description of item was explained in full.
2	Nonkuthalo Ndayi	Lesotho 20	Sought explanation on the Economic Activities listed as mining and quarrying on Page 7 of the presentation.	The explanation was given that the ADM is not responsible for these as they were not in their mandate
3	Lamla Mzimba	Esihlabeni 20	Can the ADM be able to assist in projects being implemented by the National Departments in terms of putting the pressure to them to fast-track the projects.	ADM does assist by liaising with the Provincial and National departments to fast-track the projects
4	Mandisi Ntantasi	Mgagasi 20	<p>What is the plan regarding Project hand-overs.</p> <p>In the area of Masaleni and Mncuncuzo taps were installed and the Contractor had since left upon completion while there was no official hand-over done. Now the challenge is that the Community was not using the water properly (abusing).</p> <p>In the sanitation projects are temporary structures covered?</p>	<p>Project hand-overs are done when the project is completed.</p> <p>The CLO as the responsible person is to ensure through the Project Steering Committee the project is handed-over, upon completion of which the same should have happened for the protect. The matter would be follow-up and ensure that the project was handed-over.</p> <p>Toilets can only be installed in a permanent structure where there are people residing.</p>

	Nonqaba Dlakana	Mtebele 20	<p>Water was closed for almost 3 months but now had since been opened, worried when will it be closed again and why is closed for such a long period.</p> <p>Taps in the Lesotho area had been dry for years now, what could be challenge?</p> <p>Are there any water carting plans that can be done when the water was going to be out for long periods?</p>	<p>The Village is benefitting from the Xhilinx dam which is also serving 79 other villages. ADM is also faced with challenges such Drought and illegal connection so all these contributes to the scarcity of water that leads to dry taps for a long period.</p>
	Ndayi	20	<p>Are schools and churches catered for the VIP Toilets?</p>	<p>For Schools the Department of Education is responsible and the churches congregants have to build their own.</p>
		Maseleni 20	<p>On page 14 of the presentation it is reflected that current Assets are less than current liabilities and the Ration is at a very low rate, what impact does it have to the service delivery and the economy of the region.</p>	<p>The scenario was explained and how the service delivery was affected.</p>
	Siyabonga Bhungane	Ward 20 Committee	<p>Advised the Community to refrain from buying water being sold to them by trucks as it is against the Municipal laws.</p> <p>ADM should assist in this regard in ensuring that the water as a free basic need is not sold to the communities.</p>	<p>ADM also encouraged not buy as water carting trucks are free. People should also be careful in buying water as they don't even know its source as there could be health hazards.</p>

VENUE : MELANI, ALICE (RAYMOND MHLABA LM)

DATE : FRIDAY, 27 SEPTEMBER 2019

NO.	NAME	WARD NUMBER/ VILLAGE	QUESTION	ANSWER
1	Mrs Papu	Emalangen i 12	The area has been struggling for years with water and in the scarcity ADM even takes time to attend to pipe burst and leaking taps. What is being done to revive the non-functional water forums?	A full description of item was explained in full.
2	Malizole Lizani	12	To be helped with water trucks especially when there are funerals, requests had continuously been made without any assistance.	
3	Mr Mntla	12	The Community Hall is in a very bad state and has been leaking for years now damaging the whole roof and walls.	Community halls are in the responsibility of the Local Municipality however the concern is noted.
4		12	The community was also interested to hear about Electricity aspect as well as they have various challenges. ADM should bring all the relevant stakeholders when coming to present service delivery issues. Reservoirs are overflowing while the communities are faced with water challenges.	The concern is noted.
	Mrs Ngqong wa	12	Disaster backlogs are dating back to 2010 and pleading the ADM to assist in this matter as there had been no movement.	The issue of Disaster is noted, ADM is responsible for the co-ordination while Department of Human Settlement is responsible for implementation.

		12	<p>Drought disaster is affecting communities in a very negative way. Suggesting that the dam should be cleared out of the sand before the summer rains so as so retain much water.</p> <p>Is not happy with the sanitation project, the pit latrines dug by the Service Provider are not deep at all and the soil of the Melani community is mostly filled with stones.</p>	The Ward Cllr and the Committee was not aware of the sanitation challenges as the report was not submitted by the elected village co-ordinators.
	Mrs James	Melani 12	Request to be assisted with food parcels for the destitute	This is in the competency of Department of Social Development through SASSA and should be made aware of the need.
	Mrs Phanda	Kwadishi 12	Request to be appraised about the sanitation process as the Service Provider advised that they do not install for those who are outside of town and come back only in December and those who had not yet done building their structures.	VIP toilet is installed in a completed home even if the owner is not staying there permanently but not to a house that is not completed being built.
	Nokwanda Nzima	Teyila 12	<p>Water carting comes once in lifetime even the water tank they had been helped with is always dry.</p> <p>There is a chemical that is posing danger in the lives of the community and animals, had been requesting that it be attended urgently.</p>	<p>Drought challenges are acknowledged as they are the major causal factor of water scarcity however ADM is busy with interventions to deal with the challenge</p> <p>The Ward Committee is aware of the chemical and had reported the matter to the responsible institution, will now make a follow-up as it should have been attended by now.</p>

VENUE : RAYMOND MHLABA LM , (HILLSIDE COMMUNITY HALL)
DATE : FRIDAY, 27 SEPTEMBER 2019

NO.	NAME	WARD NUMBER/ VILLAGE	QUESTION	ANSWER
1	MR M Nguye	20	<ul style="list-style-type: none"> • Concern was raised that Censors people should be available at ADM to count individuals in the households • That there was Water Problems between ADM & Amatola water, it was requested that there should be a Column Differentiation • That there was problems in payments issues & incorrect dates concerning EPWP Employees 	<ul style="list-style-type: none"> • It was responded that in future ADM should have members to count to resolve the Censors issues • That Amatola Water was supposed to be Agent Government Water Suppliers but however their doing business now however issues will be further communicated with the them • That the reports and Attendance Registers were issued late but the issues will be communicated to the relevant Department
2	Mr Z Msholoku	20	<ul style="list-style-type: none"> • Concern that there was incomplete projects for example paving, tanks and houses were dilapidated due to people stealing materials • Unhealthy Sanitation caused by Sewage busting pipes 	<ul style="list-style-type: none"> • It was responded that insufficient funding was the challenge but next Financial year all projects will be completed and Communities should work together to stop theft • That the Environmental health issues focus more on hospital instead of Communities but MEC had been informed about the matter it was suggested that ward forums should be implemented to assist environmental cleaning

3.	Mr X Faro Khatswa	20	<ul style="list-style-type: none"> Concern was raised that the opening times of water were not convenient for the Community as there was Scarce Water 	<ul style="list-style-type: none"> That it was the Law that Water should be closed to avoid Disaster
4.	Ms N Gxekwa	20	<ul style="list-style-type: none"> Concern that Taps were available however there was no Water That toilets were broken causing spillage in the yard that was causing unhealthy environment That she is indigent and needs assistance 	<ul style="list-style-type: none"> That pump phase 3 was connected to work 50% as it is ADM was sitting at a Drought level nonetheless reservoirs will be implemented to resolve the matter The Communities were advised to fix their own toilets It was advised that her query will be followed
5.	Ms Mgidlana	20	<ul style="list-style-type: none"> Concern was raised that ADM was billing accounts but no water coming out from the Taps 	<ul style="list-style-type: none"> That Communities should go to the offices to verify their billing issues