

ANNEXURE A



UMHLATHUZE MUNICIPALITY

UMHLATHUZE IDP REVIEW 2005/2006: PUBLIC PARTICIPATION REPORT

CEO / MUNICIPAL MANAGER
UMHLATHUZE MUNICIPALITY

JANUARY 2005

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FAX: (035) 792-5750

1 INTRODUCTION

1.1 Introduction

Municipalities in South Africa all compiled Integrated Development Plans for their local authority areas in terms of the Municipal Systems Act No. 32 of 2000. The City of uMhlathuze incorporated a Strategic Environmental Assessment (SEA) into the IDP process, to further sustainable development of the municipal area and add value to the IDP process that was completed.

Although the formulation of the IDP concurred according to a Council approved Process Plan (see **Appendix A** attached), the attendance at Public Information Sessions varied. Generally meetings in rural areas were better attended than those in urban areas. Individual Municipal Heads of Department consultation meetings were introduced and these meetings proved very useful. The IDP Representative Forums were relatively well attended and the subsequent IDP Task Teams were well attended.

The Process Plan and Participation Report will be incorporated into the final IDP Review document and will serve before Council for consideration and adoption, before being submitted to the MEC for Local Government for notification.

1.2 Purpose of the Report

The purpose of the report is to provide a report on participation by all stakeholders in the Integrated Development Planning Review Process. It also details the adherence to the Process Plan adopted by the uMhlathuze Municipality.

2 PROCESS PLAN

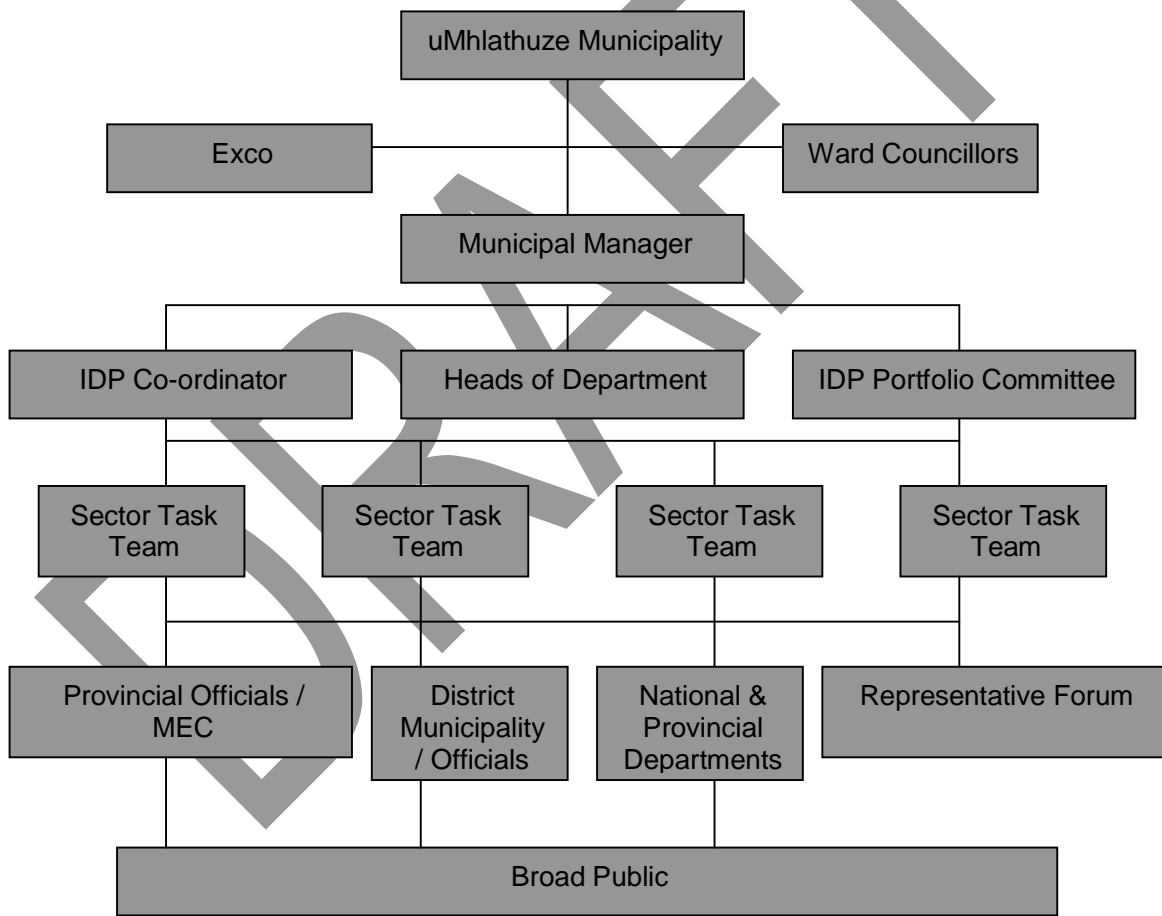
The uMhlathuze Municipality prepared a Process Plan (see **Appendix A**) according to the required stipulations. A notice was published in the Zululand Observer in English and Zulu, notifying the public of the process and the Process Plan. Input and comments were invited on the Process Plan and thereafter the Plan was adopted by the uMhlathuze Municipality. The Process Plan determined the methodology and process for the formulation of the IDP Review document.

3 INSTITUTIONAL ARRANGEMENTS

The roles and responsibilities of the various parties involved in the Integrated Development Plan Review were defined at the beginning of the process. This ensured that the IDP review was finalised within the given time frame and according to the prescribed procedure with wide participation and involvement.

The most important role-players in the review process of the IDP are reflected in the organisational structure below.

Organisational Structure in the IDP Process:



The organisational structure for the IDP Review attempted to enhance the public participatory portion of the process and create a clear prioritisation of projects for the remaining IDP period.

Government representatives and the AmaKhosi has been approached before setting the process in motion to determine in which way and at what level will they wish to participate.

A more representative format of public participation was adopted within which members of the public will be able to register as a forum member as in the case of the previous IDP compilation. A forum member was able to select a task team, in the respective fields of interest to participate in, attempting to provide more constructive participation in the compilation of the IDP amended document.

The forum is a body to which the various task teams report back to find common agreement and approval on proposed amendments to the original IDP in order to compile a realistic and affordable IDP.

Task Teams consists of officials, members of public and government representatives, which will address the matters in their field of interest, shaping the IDP Review document.

The reworked information will be compiled in a simplified, refined and focused document as the Draft Review IDP. It will serve before the IDP Portfolio Committee for their support, before being tabled for approval to the Executive Committee and Council of uMhlathuze for adoption. The approved document, after being advertised for public comment, will then be submitted to the MEC for local government for notification.

The IDP review was undertaken through a bottom-up approach and hence the roles and responsibilities are described accordingly in the attached Process Plan.

4 PUBLIC PARTICIPATION

4.1 Notifications

In terms of the Process Plan it was proposed to initiate the IDP Review Process and involve the broad public through info meetings. This consisted of five (6) workshop sessions throughout the uMhlathuze area of jurisdiction, due to the extent and magnitude of the area, the lack of access and public transport and remoteness of some of the settlements.

The Councillors were requested to liaise with their ward committees to ensure that the general public within their respective wards are informed/notified of the public sessions. Notices were also published in local newspapers in English and Zulu, providing the dates and venues for the workshops.

4.2 Public Sessions

Seven (7) public sessions were scheduled at different locations during August and September 2004, namely:

Schedule of Meetings and Dates:

Meeting	Venue	Date	Time
Esikhawini info meeting	Hlanganani Hall	Saturday, 9 October 2004	11:00
Vulindlela info meeting	Community Hall	Saturday, 9 October 2004	15:00
Esikhawini info meeting	Esikhawini New Hall	Sunday, 10 October 2004	14:30
Richards Bay info meeting	Municipal Auditorium	Thursday, 14 October 2004	17:00
Ngwelezane info meeting	Ngwelezane Community Hall	Saturday, 16 October 2004	11:00
Nseleni info meeting	Nseleni Community Hall	Saturday, 16 October 2004	15:00
Empangeni info meeting	Empangeni Town Hall	Thursday, 21 October 2004	17:00

The following is attached as part of **Appendix C**, for each workshop held :

- Agenda and presentation handout.
- Attendance register.
- Record of proceedings.

5 HEADS OF DEPARTMENT

Consultative Meetings were held individually with the nine (9) Municipal Heads of Department, focused on determining Key Issues from an organisational perspective. Whilst this was not specifically included in the Process Plan, it proved very successful and should in further IDP Reviews be incorporated in the Process Plan.

Notes of the meetings held with the individual Municipal Heads of Department is attached at **Appendix D**.

6 REPRESENTATIVE FORUM AND OTHER STAKEHOLDERS

In terms of the Process Plan, a Representative Forum was constituted for the City of uMhlathuze. Interested parties were requested to register on a data base prior to the first meeting. Thereafter members of the Forum were invited to meetings, while dates of meetings were also announced in the municipality's newspaper.

The following meetings of the Representative Forum were held:

Meeting	Venue	Date	Time
First Forum meeting	Municipal Auditorium, Richards Bay	Thursday, 28 October 2004	17:00
Second Forum meeting	Municipal Auditorium, Richards Bay	Thursday, 25 November 2004	17:00

The following is attached as part of **Appendix C**, for each workshop held :

- Agenda and presentation handout.
- Attendance register.
- Record of proceedings.

7 COUNCIL ADOPTION AND FINAL INPUT

Notices will be published in the Zululand Observer and Provincial Gazette in English and Zulu notifying stakeholders that the uMhlathuze Municipality prepared a Reviewed IDP and that the document was lying for inspection for 21 days. At an Executive Committee Meeting and subsequent Council Meeting, the Reviewed IDP was adopted, subject to the expiry of the 21 day comments period. Comments received within the 21 days will be attached as **Appendix E**.

8 THE WAY FORWARD

The IDP Representative Forum proved to be a very successful vehicle for participation, due to the proactive participation and continuity in participation. Regular meetings of the Representative Forum will take place after the finalisation of the Reviewed IDP, to ensure that the Forum is involved in the implementation and monitoring phases. It is however essential to extend the Forum to ensure that all interested and affected parties are included in the process.

APPENDIX A | PROCESS PLAN

INTRODUCTION

All municipalities in South Africa compiled Integrated Development Plans (IDPs) to last for the five-year period stretching from 2002 to 2006. Council approved two IDP Review documents in order to enhance the total process.

The annual review process of the IDP is a legislative requirement in terms of Section 34 of the Municipal Systems Act no. 32 of 2000. The act highlights the fact that the municipal Council must review its integrated plan annually in accordance with an assessment of its performance measurements in terms of Section 41, and to the extent that changing circumstances so demand; and may amend its integrated development plan in accordance with a prescribed process.

The main aim of the Process Plan is to create a frame within which amendments and enhancements of the IDP can take place as new information becomes available through the lead projects that are being executed. Certain findings from the mentioned projects will place more emphasis on matters that need immediate attention, changing the priorities of the IDP.

The document deals with:

- An overview of the IDP Review
- The time frame

The following matters needed to be further clarified during the 2005/06 IDP Review Process Plan, namely:

- Ø The prioritisation of proposed programmes and projects by Council and officials.
- Ø The further alignment of the Capital and Operational Budget with the prioritized programmes and projects.
- Ø The alignment of powers and functions between the district municipality and the local municipality.
- Ø The further amendment of the Spatial Framework Plan to accommodate findings from completed environmental and other projects.
- Ø Skills Development and Employment Equity will be further enhances.
- Ø Performance Management will be taken to another level.

The Process Plan and Participation Report will be incorporated into the Final IDP Review document and will be tabled at Council for adoption, before being submitted to the MEC for Traditional and Local Government Affairs for notification.

DISTRIBUTION OF ROLES AND RESPONSIBILITIES

The review process involves numerous participants, with various roles and responsibilities to answer to, in allowing general acceptance of the process of review of the IDP. The whole action is driven to accomplish the set goals within the approved time frames, dovetailing with the District IDP Review actions and the provincial wishes.

The participants in the review process are mentioned below and the process will indicate that public participation is still regarded as very important, attempting to involve all levels of public in the consultative part of the process.

All members of the public have the opportunity to register as forum members allowing them to participate in the review process. Forum members are further requested to participate in Task Teams, in the respective fields of interest. This additional part of public participation is attempting to provide more constructive participation in the whole process of review and specifically where issues of importance need to be solved.

Findings from the various Task Teams will be reported to the Forum in order to find agreement and approval on suggested amendments to the original document in order to enhance the IDP.

Task Teams will consist of municipal officials, members of the public and government representatives, which will provide more focus on those matters that need attention.

Alignment meetings with neighbouring municipalities will take place to assure that synergy occurs on all levels between the various local IDP documents and secondly, align with the IDP Review document of the District Municipality in order to achieve more support on the regional scale.

The reworked IDP document will be tabled at the IDP Portfolio Committee for its consent and further to the Executive Committee of Council and Council for adoption.

Provincial viewing of the IDP Review will take place locally, where the whole family of Local IDP Review documents will be considered at the same instance as the District IDP Review by the Provincial IDP Forum.

The new formation of considering IDP Review documents, can contribute to more comprehensive efforts on district level to promote development in the large area.

Attached are the defined groupings of participants in the IDP Review program and the schedule of meetings.

- **BROAD PUBLIC**

It is required from the local authority to accomplish extensive public participation during all of its scheduled meetings for the IDP Review. The local

authority will invite all interested parties to become involved in the 6 identified public information meetings in order to determine where they wish to participate in the formulation of an amended IDP document.

Notification of the mentioned meetings will appear on the notice boards of the municipality and in the local press.

- IDP REPRESENTATIVE FORUM

To promote public participation in a major way, a public participatory body has been created, which needs to accommodate the following groupings as members of the forum:

- Ø Members of Council's IDP Portfolio Committee
- Ø Councillors
- Ø Traditional Leaders (although not stipulated according to the Act, their participation is important)
- Ø Ward Committee chairpersons plus one member of each ward committee
- Ø Council Officials
- Ø All relevant representative from organized stakeholders groupings

The Mayor or Chairperson of the IDP Portfolio Committee needs to be Chairperson of the Forum.

The Forum will represent the interest of the community and act as vehicle for discussions and communication between all stakeholders.

New needs, objectives, strategies and projects, plus the amendment of the Spatial Development Plan originating from the task teams, will be considered by the Forum before forwarded them to the structures of Council to consider the amendments.

- IDP TASK TEAMS

The creation of Task Teams has allowed for a more effective method of involving the Forum members in matters of concern. It is suggested that representatives of the mentioned Task Teams participate in the meetings, which will take place between the local and district authorities and government departments to gather first-hand knowledge of the matters at hand.

Sessions with various Government Department swill take place at a District Municipality level, to establish what level of involvement these departments will have in addressing the mentioned issues raised through the review process.

The various Task Teams will meet as many times as needed before reporting their findings to the Second Forum meeting.

- IDP PORTFOLIO COMMITTEE

The mentioned committee will guard over the process of the IDP Review. The committee will consist of:

- Ø Nominated councilors
- Ø The Chief Executive Officer
- Ø Designated representatives from municipal departments
- Ø Other participations as allowed by the Chairman

The committee will aim to see that all departments participate and that the needs of the IDP align with the capital capacity of the local authority.

The committee will provide technical and financial input into the analysis needs assessment, determination of priority issues and proposed projects. It will provide the terms of reference for specific planning and project activities, considering comments and recommendations from the mentioned forum, provincial departments, district council, services providers and consultants.

The IDP Portfolio Committee will also take charge of the implementation, monitoring and constant evaluation of the outcomes of the process to ensure that the process is on target.

- IDP DEPARTMENT

The IDP Department will serve as driver responsible for the IDP Review Process, that is:

- Ø Formulation of the Process Plan;
- Ø Ensuring involvement of all stakeholders and role-players;
- Ø Nominating people to be responsible for certain specific actions;
- Ø Oversee that the process ensure adherence to the given time frame and budget;
- Ø Responding to inputs from all parties involved with the IDP Review;
- Ø Keep abreast with any further required amendments, additions or improvements to the IDP Review Process as required.

- CHIEF EXECUTIVE OFFICER

The CEO is responsible for spearheading the IDP process and to achieve co-ordination of all the actions during the processes and its accountable for the entire IDP Review Process.

- WARD COUNCILLORS

Ward Councillors are regarded as a very important link between the public in the ward and the officials, encouraging participation of ward members in the IDP process and representing the community in many decision-making processes of Council. Regular liaison with Ward Councillors, concerning the

IDP process, will only improve the commitment of the public towards the total process.

- EXECUTIVE COMMITTEE AND COUNCIL

The Council Executive and Legislative bodies are regarded as the decision-making institutions of the local authority, which finally adopts proposals concerning the Integrated Development Process.

The Process Plan for the IDP Review, which indicates the route that should be followed, as well as the final adoptions of the IDP Review rests with the Executive Committee and Council.

- PROVINCIAL MULTI-SECTORAL IDP FORUM (PMSIF)

The Provincial Multi-Sectoral IDP Forum will finally assess the Draft IDP Review document to advise the local authority on what matters need to be altered and added to the document in order to make it acceptable to the MED of Traditional Affairs, Safety and Security and the local authority to be adopted.

The forum is formed with representatives from all Central and Provincial government departments plus services providers.

SCHEDULE OF MEETINGS AND DATES

Meeting	Venue	Date	Time
Esikhawini info meeting	Hlanganani Hall	Saturday, 9 October 2004	11:00
Vulindlela info meeting	Community Hall	Saturday, 9 October 2004	15:00
Esikhawini info meeting	Esikhawini New Hall	Sunday, 10 October 2004	14:30
Richards Bay info meeting	Municipal Auditorium	Thursday, 14 October 2004	17:00
Ngwelezane info meeting	Ngwelezane Community Hall	Saturday, 16 October 2004	11:00
Nseleni info meeting	Nseleni Community Hall	Saturday, 16 October 2004	15:00
Empangeni info meeting	Empangeni Town Hall	Thursday, 21 October 2004	17:00
First Forum meeting	Municipal Auditorium, Richards Bay	Thursday, 28 October 2004	17:00
Task team meetings start	Any venue in uMhlathuze	Monday, 1 November 2004	Not specified
Task team meetings end	Any venue in uMhlathuze	Friday, 19 November 2004	Not specified
Second Forum meeting	Municipal Auditorium, Richards Bay	Thursday, 25 November 2004	17:00
EXCO and Council	Council Chambers	To be determined	To be determined

APPENDIX B	DATABASE OF PARTICIPANTS IN REPRESENTATIVE FORUM
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- | | |
|--------------------------------------|--|
| 1. Gladys Ngube (Rural; Ward 15) | |
| 2. Beauty Kambule (Rural) | |
| 3. Baneyizwe Dube (Rural) | |
| 4. D.G. Dlamini | e-mail : nzogood@yahoo.com |
| 5. Alson Madondo (Ward 20) | J 2 1196 Esikhawini, 3887 |
| 6. M.J. Potgieter | Box 101244, Meerensee, 3901 |
| 7. M. Govender | Box 11868, Empangeni, 3880, c/o City Eng Dept. |
| 8. Samuel Mthembu | Box 753, Esikhawini, 3887 |
| 9. S. Muller | IDP Dept, Municipality uMhlathuze |
| 10. F. van der Merwe | AF Planning, Box 234, Ballito, 4420 |
| | |
| 1. R.J. van Huyssteen | 082 457 8012 |
| 2. E. Brophy | 083 630 5421 |
| 3. M. Lourens | 083 637 5374 |
| 4. J. Koekemoer | (035) 789 3891 |
| 5. B.E. Badhophu | 083 216 7358 |
| 6. G.S. Gaiu | 083 435 6941 |
| 7. N.M. Dube | 072 217 5923 |
| | |
| 1. Neil Muller | |
| 2. Francois van der Merwe | 083 631 6996 |
| 3. M.M. Zibani (Councillor, Ward 11) | 083 626 9916 |
| 4. J.M. Mdetohe (Ward 11) | 073 404 1568 |
| 5. D. Dube (Secretary, Ward 11) | 082 227 9275 |
| 6. Z. Nzimande | 082 511 2532 |
| | |
| 1. Errol Sclanders | 083 629 5338 |
| 2. J.J.P van der Westhuizen | 072 210 6895 |
| 3. Sjoerd Idzerda | (035) 772 3562 |
| 4. Louis Wessels | (035) 792 4302 |
| 5. Shelley King (Ward 26) | 083 989 6278 |
| 6. Stanley Joseph (Ward 9) | (035) 787 0978 |
| 7. B.D. Dlamuka | 083 498 7336 |
| 8. M.A.Z Mncube | 082 256 7215 |
| | |
| 1. Errol Sclanders | 083 629 5338 |
| 2. J.J.P van der Westhuizen | 072 210 6895 |
| 3. Sjoerd Idzerda | (035) 772 3562 |
| 4. Louis Wessels | (035) 792 4302 |
| 5. Shelley King (Ward 26) | 083 989 6278 |
| 6. Stanley Joseph (Ward 9) | (035) 787 0978 |
| 7. B.D. Dlamuka | 083 498 7336 |
| 8. M.A.Z Mncube | 082 256 7215 |

1. B.M. Mthimkhulu (Ward 25)	082 268 7924
2. M.S. Ntombela (Ward 28)	073 163 3113
3. B. Kumeme (Ward 25)	083 133 933
4. N.D. Gobese (Ward 25)	082 627 7110
5. K. Zungu (Ward 25)	072 441 4216
6. N.L. Mlungwana (Ward 27)	072 618 2723
7. R.Z. Nkwanyano (Ward 24)	083 424 7140
8. T.T. Mdunge (Ward 24)	084 372 5509
9. T.L. Makhathini (Ward 24)	082 209 0818
10. B.H. Zulu (Ward 28)	(035) 794 1265
11. S. Dube (Ward 29)	084 724 8747
12. M.Z. Mathentwa (Ward 29)	072 143 6367
13. B.D. Mhlongo (Ward 29)	072 143 6367
14. L.S. Mdletshe (Ward 28)	082 81 4243
15. M.V. Zulu (Ward 29)	083 471 1974
16. G.E. Zulu (Ward 29)	083 728 9607
17. T.B.T. Mlondo (Ward 29)	083 426 3308
18. Dominic Mafuleka(Ward 28)	(035) 794 2575
19. Khanyisiwe K. Biyela (Ward 29)	083 748 3546
20. L.B.B. Ntombela (Ward 29)	083 958 2895
21. Clr. M.A. Kunene (Ward 26)	083 206 4278
22. B.Z. Mdoi (Ward 28)	082 743 9577
23. E.Z. Mnango (Ward 24)	072 482 0598
24. C.P. Mlondo	072 406 3375
25. Clr. T.S. Mthezane	073 330 2559
26. E. Gumede (Ward 26)	082 661 7573
1. G.B. Ndwandwe (Ward 7)	083 964 9320
2. P.O. Mkhwanazi (Ward 7)	083 717 9180
3. M. Mdletshe	
4. S.H. Zulu	073 212 7585
5. A.W.D Makhunga (Ward 5)	
6. Bongani Bhejane (Ward 5)	083 538 2596
7. T.V. Mnogo	
8. Bhe Jane (Ward 5)	082 475 4742
9. S.T. Ngcobo Mathunzi (Ward 6)	073 167 0063
10. Gulwa Neelen (Ward 8)	
11. N.P. Biyela (Ward 7)	072 404 3679
12. T.C. Zulu (Ward 7)	072 172 8131
13. Siph Dudla (Ward 7)	083 744 2798
14. Lucky Ntombela (Ward 8)	083 442 3454
15. Nilisiwe Mpanza (Ward 8)	072 522 4163
16. T. Rabebe (Ward 7)	
17. Y. Xaba (Ward 7)	
18. Robert Saba (Ward 8)	
19. M.K. Shezi	
20. A. A Mzobe	072 235 9510
21. Mgwaba Thabilie	073 158 9736

22. Mgweli Thabisele	072 581 2702
1. A.W.D. Makhunga Bhejane (Ward 5)	
2. F.G. Khoza (Ward 5)	032 - 700 2251
3. R.J. van Huyssteen	082 457 8012
4. Nolan Naidoo (SA Red Cross)	082 770 7433
5. Allen Viljoen (Ward 4)	082 498 4216
6. Ignatia Zondi (Ward 5)	(035) 789 1391
7. M.R. Ali	083 661 7151
8. N.J. Smith	082 770 9929
9. C da Cuz (Council)	035 - 901 5319
10. C. Koekemoer (uMhlatuze Municipality)	035 - 901 5606
11. N.N. Kunene (uMhlatuze Municipality)	035 - 901 5084
12. D.J. Pretorius (" ")	035 - 901 5605
13. M. Reddy (" ")	035 - 901 5307
14. F. Mutala (" ")	035 - 901 5085
15. A. Bozaj	082 33 444 77
16. John Bongley	072 340 2079
17. E.M. Dirker (Dept. TLGA)	035 - 874 2654
18. T.V. Mhlongo	
19. S. Myeni	082 475 4742
20. D. Angell-Schau (uMhlatuze Municipality)	083 635 0800
21. P. Velshenk (uMhlatuze Municipality)	035 - 901 5000
22. Y. Haripursad (uMhlatuze Municipality)	035 - 901 5256
23. T. Rakgothe (DWAf)	031 - 336 2856
24. Z. Matchese (DWAf)	031 - 336 2856
25. B. Hlophe (Ward 6)	082 976 0296
26. 4 M. Mlongo	073 158 9736
27. Liz Wood (Councillor Ward 1)	083 441 3666
28. M. Engele (Spoornet)	
29. R.N.Ngcemn (DAEA)	082 801 3154
30. M.A. Dlamini	082 600 3332
1. D.A. Clark	(035) 792 3451
2. H.A.P Kirsten (City Eng Dept)	(035) 901 5222
3. D.J. Pretorius	(035) 901 5307
4. F. Motala	(035) 901 5082
5. N. Kunene	(035) 901 5084
6. Liz Wood	083 441 3666
7. E.L. Khaza	(035) 901 5427
8. F.G. Bosman (CE)	(035) 901 5220
9. R. Mabunami	
10. Moses M. Gumede	
11. M.S. Mbokazi	072 320 2139
12. F. Mlelmangi	082 533 6298
13. V. Motumede	
14. M.D. Ngobese	082 621 7110
15. N.C. Mchumu	083 364 5483
16. E. Npanza	

17. B. Runene	083 313 3933
18. T. Shandu	073 332 0313
19. K. Zungu	072 441 4216
20. T. Mdunge	084 372 7509
21. J.T. Ndimande	072 271 4449
22. T.L. Makhatini	082 209 0818
23. R.T. Mlotshwa	082 865 4337
24. B. Khumalo	083 587 8927
25. T. Fonseca	083 346 0314
26. R.Z. Nkwanyawa	083 424 7140
27. B.L. Sokhulu (Clr uMhlatuze)	083 693 0525
28. M.A. Kungne	083 206 4278
29. Liz Wood	083 441 3666
30. R.J. van Huyssteen	082 457 8012
1. D.J. Moffatt	035 901 5001
2. D.J. Pretorius	035 901 5307
3. H. Reynold	035 901 5091
4. D. Angell-Schau	035 901 5069
5. J.C. Mkhwanazi (Ward 6, committee)	
6. B. Hlophe (Ward 6, Councillor)	082 976 0296
7. A. Olivier (Councillor)	083 460 7576
8. F. Phillips	083 657 1193
9. D.J. van Wyk	035 901 5350
10. B.Z. Moloi (Ward 28)	082 743 9577
11. L.B.B. Ntombela (Ward 27, member)	073 393 2989
12. M.T. Vundla (Ward 24, Councillor)	082 436 7727
13. J.R. Harvey (Councillor)	083 274 4349
14. M.Z. Mathenjwa (Ward 29, Councillor)	084 405 5567
15. B.C. Mhlongo (Ward 29, Councillor)	072 143 6367
16. F.G. Khoza (Ward 5)	073 305 4402
17. G.E. Zulu (Ward 29)	083 728 9607
18. T.B.T. Mlondo (Ward 29)	083 426 3308
19. A. Viljoen (Ward 4, Councillor)	082 498 4216)
20. J.D. Smith (R/Bay Ratepayers)	083 780 7070
21. A.B. Pierce (IDP Chairman, Councillor)	073 313 8866
22. Neil Muller	035 901 1690
23. E.L. Khoza	035 901 5427
24. S.P. Msibi	083 528 9610
25. R.R. Formann	082 653 3150
26. F. van der Walt	035 788 0088
27. J. Pretorius	035 906 7574
28. J.J.P. van der Westhuizen	072 210 6895
29. R.J. van Huyssteen (Ward 1)	082 457 8012
30. J. Pillay	083 225 8041
31. A.W. Heyneke	035 901 5002
32. M. Lourens (Ward 3)	083 637 5374
33. G.J. Visagie (Ward 3)	083 406 5327
34. T. Mkhize (Ward 2)	073 442 4147

35. Henry (Ward 2)	035 902 2232
36. F. Rossouw (Ward 3)	082 732 1411
37. D. Savides (Ward 3)	072 392 0511
38. D.A. Nxumalo (Ward 8)	083 273 9048
39. M. Scheepers	035 789 2066
40. M. Mhlongo	035 789 2066
41. B. Strachan	035 789 2066
1. Frik Bosman	035 901 5220
2. R.J. van Huyssteen (Councillor)	082 457 8012
3. M.T. Vundla	082 436 7727
4. M.T. Makatini (Ward 30, Councillor)	083 426 8055
5. G.B. Ndwandwe (Councillor)	083 964 9320
6. M. Lourens (Ward 3, Councillor)	083 637 5374
7. B. Hlophe (Ward 6)	082 976 0296
8. B.C. Mhlongo (Ward 29)	072 143 6367
9. G.E. Zulu (Ward 29, Councillor)	083 728 9607
10. W.O. Willows (Ward 12)	083 710 5984
11. Fred Phillips	083 657 1193
12. B.Z. Moloi (Ward 28)	082 743 9577
13. R. O'Brien	035 901 3153
14. Jeremy Smith	083 780 7070
15. F.J. Verster	035 901 5233
16. A.F. Moss	035 901 5211
17. D.J. Moffatt	035 901 5001
18. P.E. Odendaal	035 901 5333
19. A.W. Heyneke	035 901 5002
20. D.C. Singeni	035 874 2652
21. A.L. Lombaard	035 901 5186
22. R. Mkhwanazi (Ward 10, Councillor)	082 705 9616
23. M. Povall	082 907 7364
24. N. Muller	035 901 1690
25. M. Mhlongo	035 789 2066

Note: The above database is in addition to the existing databases developed during the previous IDP Processes.

APPENDIX C PUBLIC PARTICIPATION MATERIAL FROM WORKSHOP SESSIONS

<p style="text-align: center;">PUBLIC NOTICE CITY OF uMHLATHUZE uMHLATHUZE INTEGRATED DEVELOPMENT PLAN FOR THE CITY OF uMHLATHUZE DEVELOPMENT PLAN REVIEW</p> <p style="text-align: center;">NOTIFICATION OF INTENTION TO REVIEW THE INTEGRATED DEVELOPMENT PLAN FOR THE CITY OF uMHLATHUZE IN TERMS OF CHAPTER 5 OF THE LOCAL GOVERNMENT MUNICIPAL SYSTEMS ACT NO 32 OF 2000 AND INVITATION TO REGISTER TO THE uMHLATHUZE IDP REVIEW FORUM AS INTERESTED AND AFFECTED PARTIES.</p> <p>The uMhlathuze Municipality herewith informs all interested and affected parties that it is embarking on the review of the IDP for the municipal area.</p> <p>The municipality has prepared a Process Plan as the preparation phase of the review process of the IDP setting out the process it will follow to formulate and adopt the Draft Review document.</p> <p>Copies of the Process Plan will be available for further inspection at the offices of the Department Integrated Development Planning in Richards Bay and Empangeni from 5 August 2004 to 26 August 2004 during normal office hours.</p> <p>Registration of interested and affected parties to the IDP Review Representative Forum will also take place during abovementioned dates.</p> <p>For further information please contact the IDP Review Representative Forum will also take place during abovementioned dates.</p> <p>For further information please contact the IDP Department on 035 9011690 during office hours.</p> <p>Civic Offices Private Bag X1004 RICHARDS BAY 3900 MN75/2004 - 5 AUGUST 2004</p> <p style="text-align: right;">DR A W HEYNEKE CHIEF EXECUTIVE OFFICER</p> <p style="text-align: right;"><small>F32SURL-04E</small></p>

**FIRST IDP REVIEW
PUBLIC INFORMATION MEETING
ESIKHAWENI, HLANGANANI HALL
9 OCTOBER 2004, 11H00**

1. Welcome and introductions
2. Apologies
3. Background to integrated development planning
4. uMhlathuze IDP
5. Development priorities
6. Way forward
7. Closure

MEETING DID NOT COMMENCE DUE TO LACK OF INTEREST

DRAFT

**SECOND IDP REVIEW
PUBLIC INFORMATION MEETING
ESIKHAWENI, NEW HALL
10 OCTOBER 2004, 14H30**

1. Welcome and introductions
2. Apologies
3. Background to integrated development planning
4. uMhlathuze IDP
5. Development priorities
6. Way forward
7. Closure

MEETING DID NOT COMMENCE DUE TO LACK OF INTEREST

DRAFT

**THIRD IDP REVIEW
PUBLIC INFORMATION MEETING
VULINDLELA, COMMUNITY HALL
9 OCTOBER 2004, 15H00**

1. Welcome and introductions
2. Apologies
3. Background to integrated development planning
4. uMhlathuze IDP
5. Development priorities
6. Way forward
7. Closure

MEETING DID NOT COMMENCE DUE TO LACK OF INTEREST

DRAFT

**FOURTH IDP REVIEW
PUBLIC INFORMATION MEETING
RICHARDS BAY, MUNICIPAL AUDITORIUM
14 OCTOBER 2004, 17H00**

1. Welcome and introductions
2. Apologies
3. Background to integrated development planning
4. uMhlathuze IDP
5. Development priorities
6. Way forward
7. Closure

Attendance Register

- | | | |
|----|---------------------------------|--------------|
| 1. | Lucy Steenkamp | 083 231 1981 |
| 2. | Dave Savides (Ward 3) | 072 392 0511 |
| 3. | Gawie Visagie (Ward 3) | 083 406 5327 |
| 4. | Manie Lourens (Ward 3) | 083 637 5374 |
| 5. | Dolf van Huyssteen (Councillor) | 082 457 8012 |
| 6. | Brenda Strachan | 035 789 2066 |

1	N Muller (NM) provided meeting with an introduction. He explained that these public information meetings were being held to assess whether the IDP has had any impact on the said community.	
2	The meeting was informed that the outcome of current environmental studies will provide valuable information for the planning of Umhlathuze.	
3	It was noted that on the 28 th of October the 1 st Forum meeting will be held and that ward committee members have to invite their respective communities to attend. NM explained that, following these public information meetings and the 1 st Forum meeting, a series of task team meetings will be held to address specific issues, e.g. the John Ross issue. At the 2 nd Forum meeting, to be held on the 25 th of November, feedback will be given from the task team meetings.	
4	Cllr van Huyssteen (DvH) emphasized that the IDP has to be complete before the budget and that all the HODs have to include their items into the IDP.	<i>Inputs from HODs required before Forum meeting</i>
5	Dave Savides (DS) questioned whether even a play area for the youth has to be included into the IDP. NM confirmed this.	
6	DvH added that the maintenance of services also has to be addressed in the IDP.	

7	Lucy Steenkamp (LS) from the Tourism committee informed the meeting that the Tourism Committee has already prioritized their activities. One of their top priorities being the office accommodation at the Reptile Park/Canal Node Development area. The importance of this issue in the IDP was noted and it was agreed that there had to be communication between all concerned parties.	(1) <i>Tourism Task Team to be established</i> (2) <i>Contact Ms Steenkamp re: Tourism priority plan</i>
8	Manie Lourens (ML) noted that no shaded areas are available for Jukskei. It is a summer sport and regular meetings are held, but in the summer month's locals and visitors have to spend hours in the sun. It was requested whether shade cloth covered areas could be provided.	<i>A Sport Task Team to be established and possibly a Recreational Development Plan prioritized.</i>
9	DS noted that it may be useful to consider tidal pools along the beached areas could assist in relieving pressures on Alkant Strand during the holiday seasons.	<i>Coastal Development Plan</i>
10	The poor condition of the roads at Taxi City was highlighted. It was suggested that, should Taxi City not be maintained the CBD could lose a lot of clients/traders who may prefer to the new Esikhaweni shopping centre. There was some discussion about the advantages and disadvantages of speed humps as well.	<i>All aspects of transport have to be addressed, particularly public transport, i.e. road and rail.</i>
11	The security situation at the College in Arboretum was also discussed.	

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**FIFTH IDP REVIEW
PUBLIC INFORMATION MEETING
NGWELEZANE, COMMUNITY HALL
16 OCTOBER 2004, 11H00**

1. Welcome and introductions
2. Apologies
3. Background to integrated development planning
4. uMhlathuze IDP
5. Development priorities
6. Way forward
7. Closure

Attendance Register

- | | | |
|----|-----------------------------|--------------|
| 1. | G.E Zulu (Ward 29) | 083 7289 607 |
| 2. | B. Kunene (Ward 25) | 083 5133 933 |
| 3. | L.B.B Ntombeka (Ward 29) | 073 3932 989 |
| 4. | Doreen Mhlongo (Ward 29) | 072 1436 367 |
| 5. | Rittar Mlotshwa (Ward 24) | 072 1559 396 |
| 6. | Raymond Nkwanyana (Ward 24) | 083 4247 140 |
| 7. | P.M Ntanzi (Ward 28) | 083 5243 685 |

1	N Muller (NM) provided meeting with an introduction. He explained that these public information meetings were being held to assess whether the IDP has any impact on the said community.	
2	It was noted that on the 28 th of October the 1 st Forum meeting will be held and that Ward committee members have to invite the respective communities to attend. NM explained that, following these public information meetings and the 1 st Forum meeting, a series of task team meetings will be held to address specific issues, e.g the John Ross issue. At the 2 nd Forum meeting, to be held on the 25 th of November, feedback will be given from the task team meetings.	
3	Water projects implemented but still a major problem.	
4	In deep rural areas electricity is direct from Eskom and not from uMhlathuze Local Municipality. It takes Eskom a long time to provide these areas with electricity and electricity is not provided if the house is further than 70m away from the transformer.	Councillors suggested that it would be better if Umhlathuze Local Municipality provides electricity in these areas.
5	Not enough job opportunities for women.	
6	Multi purpose halls are required for activities like craft, sewing, crèches etc. Also linkages to tourism.	
7	Agricultural activities needed. This could also be linked to Community Halls	Possibility of poultry projects were raised

8	Due to shortage of high schools in some areas, children have to walk more than ten (10) kilometers to the nearest high schools.	
9	In some areas children have to walk more than six (6) kilometers to the nearest primary schools.	
10	There are no permanent clinics at Madlebe area. There is only one (1) mobile clinic. Clinic services are insufficient	
11	Roads are satisfactory.	
12	Bridge between Nqutshini and Ndabayakhe is a major problem at flood times. This issue has been raised on several previous occasions.	
13	Clarity needs to be provided by the Municipality with regards to the commencement of Madita Electricity Provision Phase 2	
14	A clinic is required in the Madita area	
15	The following main priorities were indicated: <ul style="list-style-type: none"> • Water • Schools • Clinics • Crime • Electricity 	
16	Provision of water in Thanduyise area is a burning issue.	
17	Transport costs to attend meetings not yet addressed, even though issue has been raised on several occasions	
18	Clinic and Water provision are burning issues in Ward 24	
19	Communities expressed dissatisfaction with regards to non-delivery of services and facilities, particularly since these issues have been raised on several occasions in the past	

**SIXTH IDP REVIEW
PUBLIC INFORMATION MEETING
NSELENI, COMMUNITY HALL
16 OCTOBER 2004, 15H00**

1. Welcome and introductions
2. Apologies
3. Background to integrated development planning
4. uMhlathuze IDP
5. Development priorities
6. Way forward
7. Closure

Attendance Register

- | | | |
|-----|--------------------------|---------------|
| 1. | Sandleni Xaba (Ward 7) | 035 795 1964 |
| 2. | R.D Khumalo (Ward 5) | 083 7271 2411 |
| 3. | Sindi Mpanza (Ward 7) | 073 3545 979 |
| 4. | Khanyisile Zulu (Ward 7) | |
| 5. | Isaal Sabele (Ward 5) | 073 4865 299 |
| 6. | S.J Myeni (Ward 6) | |
| 7. | L.N Buthelezi (Ward 8) | |
| 8. | F.G Khoza (Ward 5) | 073 3054 402 |
| 9. | B. Gina (Ward 5) | 084 8426 941 |
| 10. | A.W.D Makhunga (Ward 5) | 073 3511 044 |
| 11. | S. Mchunu (Ward 5) | |
| 12. | N. Dludla (Ward 3) | 083 3692 687 |
| 13. | Mrs T. Radebe (Ward 7) | 083 5157 289 |
| 14. | Miss T.M Mgwaba (Ward 5) | 073 2029 544 |
| 15. | Mrs N. Mkhabela (Ward 6) | 082 9760 296 |
| 16. | Mr Shezi (Ward 6) | 082 2582 519 |
| 17. | Mr S. Mthembu (Ward 7) | N/A |
| 18. | G.B Ndwandwe (Ward 7) | 083 9649 320 |
| 19. | B. Hlophe (Ward 6) | 082 9760 296 |
| 20. | D.A Nxumalo (Ward 8) | 083 2739 048 |

1	N Muller (NM) provided representation of the meeting with an introduction. He explained that these public information meetings were being held to assess whether the IDP has any impact on the said community.
2	The meeting was informed that outcome of current environmental studies will provide valuable information for the planning of Umhlathuze.

3	It was noted that on the 28 th of October the 1 st Forum meeting will be held and that Ward committee members have to invite the respective communities to attend. NM explained that, following these public information meetings and the 1 st Forum meeting, a series of task team meetings will be held to address specific issues, e.g the John Ross issue. At the 2 nd Forum meeting, to be held on the 25 th of November, feedback will be given from the task team meetings.
4	List of priorities was sent but no delivery up to date with regards to the following; <ul style="list-style-type: none"> • Water not into premises, Sanitation and electricity
5	Ward 6: <ul style="list-style-type: none"> • Sanitation, access to sufficient water supply, roads, electricity, schools, sport and recreation lots, clinics and water for gardens (horticultural) seem to be amongst priorities. • No sufficient library equipment and computer rooms at local schools.
6	Ward 5: <ul style="list-style-type: none"> • Water need to be upgraded- not sufficient • Electricity is direct from Eskom, there are areas where Eskom does not reach. • There are no sufficient schools and there are no computers at school) • Sports and Recreation lots are required. • There is no place of worship in the area. • Agricultural lots required • Orphanage is needed for orphans. • Gravel road should be well maintained.
7	Ward 7: <ul style="list-style-type: none"> • No place of Worship in the area' • Community hall is not well maintained, there is no roof. • Programme to support Traditional singers and dancers. • Water and electricity is still a major problem. • Roads are very narrow they need to be widened.
8	Ward 8: <ul style="list-style-type: none"> • Roads are too narrow. • Electricity should be upgraded. • Community hall need to be extended and more chairs should be provided. • Housing project. • Sports and Recreation (improve athletics-possible new stadium). • Community centre should be provided.

**SEVENTH IDP REVIEW
PUBLIC INFORMATION MEETING
EMPANGENI, TOWN HALL
21 OCTOBER 2004, 17H00**

1. Welcome and introductions
2. Apologies
3. Background to integrated development planning
4. uMhlathuze IDP
5. Development priorities
6. Way forward
7. Closure

Attendance Register

- | | | |
|-----|-------------------------------|--------------|
| 1. | Ray Peyters (Ward 26) | 035 772 3095 |
| 2. | Jim Phelps | 035 772 5967 |
| 3. | Hennie Smit | 035 901 1600 |
| 4. | Kevin Stroeben | 083 287 7158 |
| 5. | Tom Fortmann | 035 772 5871 |
| 6. | Arthur Pierce | 073 313 8866 |
| 7. | Johan | 083 631 6555 |
| 8. | J.J.P. van der Westhuizen | 072 210 6895 |
| 9. | Elaine van de Venter (Ward 9) | 035 772 1407 |
| 10. | Meeva Sooho (Ward 23) | 083 775 5528 |
| 11. | Louis Wessels (Ward 9) | 082 452 5414 |
| 12. | M.A.Z. Mncube | 082 256 7215 |
| 13. | Brenda Strachan | 035 789 2066 |
| 14. | Deli Mathiyane (Ward 9) | 035 792 4934 |

In response to the presentation and background, the following **comments and questions** were noted:

1	<p><u>Why are certain projects not sustainable/functional?</u> N Muller (NM) explained that in the past the alignment between the municipality and the respective service providers has not been satisfactory. He explained that for this Review (2005/2006) the document will remain a draft until the service providers/government departments have had the opportunity to comment and respond by aligning their respective budgets to the municipal priorities.</p>
2	<p><u>Who is responsible to co-ordinate the departments?</u> NM informed the meeting that the District Municipality call alignment meetings with the respective government departments.</p>

3	<p><u>Some projects/facilities are not utilised by the beneficiary communities and are considered to have been a waste of resources, e.g. in some instances market stalls are provided but remain unused.</u></p> <p>In response to the above comment, Hennie Smit (HS) explained the linkage between the IDP and the LED sector plan to the community. He explained that the Umhlathuze LED Strategy has the following focus areas:</p> <p>3.1 <u>Clustering for growth</u>: The identification of gaps and the forming of business partnerships.</p> <p>3.2 <u>Critical infrastructure and services</u>: For example the satisfactory functioning of the John Ross Highway as well as a shipping repair facility.</p> <p>3.3 <u>Soft Infrastructure</u>: Partnerships with NGOs, District Municipalities as well as neighbouring Local Municipalities.</p> <p>3.4 <u>Job creation through tourism development</u>: A number of tourism project have been identified, i.e. the Biosphere Reserve, improvement of service excellence for business owners so that they can become accredited.</p> <p>3.5 <u>Jobs through agriculture</u>: The preparation of an agricultural development strategy with start up funding for some projects.</p> <p>3.6 <u>Empangeni Business Extension Retention Programme</u>: An analysis has been prepared based on a survey to identify needs. Typical focus areas being crime prevention, infrastructure – roads and traffic, the entrance into Empangeni etc.</p> <p>3.7 <u>Housing Needs Assessment</u>: This process is underway to assist the municipality with their 5 year development programme.</p> <p>NM added that the spatial development of Umhlathuze is also being reviewed and that new information is continually becoming available.</p>
4	<p><u>Is there any budget for youth, disaster management and gender equity?</u></p> <p>NM responded that the above is tied into a number of municipal functions, i.e. new appointments impact on gender equity etc.</p>
5	<p>It was commented that at times crises have been experienced in densely populated urban areas with water provision and that no remedial action seems to have been taken.</p>
6	<p>It was noted that emphasis should be placed on work based training at centres of learning, i.e. the UniZul and Umhlathuze municipality should link in this regard.</p>
7	<p><u>To what extent is cross-subsidization occurring in the municipality? And where is the shortfall being sourced?</u></p> <p>NM responded that EU funding has been secured for the whole of the Uthungulu District for LED and capacity building related projects. However, infrastructure related funding is mainly form the CMIP (soon to be MIG) fund.</p>
8	<p>The meeting discussed the option of utilizing the old sewerage ponds for bird watching if safety and security could be ensured. It was noted that a lot could be accomplished with only a little spending. The role large businesses in community projects were also emphasised.</p>
10	<p>With regard to cemetery sites and burials it was noted that although the new regional site has been developed, it is costly for poor communities to transport their deceased. The issue around a crematorium was also discussed.</p>
11	<p>NM advised the meeting that environmental studies are revealing many sensitive areas as well as sites that need protection, i.e. the Kwambonambi grass lands on the flood plains.</p>
12	<p>It was noted that certain health functions have moved to the district and that functions are continually changing.</p>
13	<p>It was emphasised that the youth need safe recreational facilities.</p>
14	<p>Concern was expressed that money is spent on what does not seem to be priorities. For example, speed humps are being built in Tanner road that does not actually have high traffic speeds or accidents.</p>
15	<p>Concern was expressed that major issues that are emerging at the new residential development of Hillview are not being addressed, i.e. pedestrian security, lighting, sports facilities and illegal developments.</p>
16	<p>The congestion on the Main Road during peak times was highlighted. NM noted that a total up grade plan for the Main Road has been prepared and that it will be re-assessed.</p>

**FIRST FORUM MEETING
RICHARDS BAY, AUDITORIUM
28 OCTOBER 2004, 17H00**

1. Welcome and introductions
2. Apologies
3. Public information meetings
4. Key issues
5. Way forward
6. Closure

Attendance:

1. D.J. Moffatt
2. D.J. Pretorius
3. H. Reynold
4. D. Angell-Schau
5. J.C. Mkhwanazi (Ward 6, committee)
6. B. Hlophe (Ward 6, Councillor)
7. A. Olivier (Councillor)
8. F. Phillips
9. D.J. van Wyk
10. B.Z. Moloi (Ward 28)
11. L.B.B. Ntombela (Ward 27, member)
12. M.T. Vundla (Ward 24, Councillor)
13. J.R. Harvey (Councillor)
14. M.Z. Mathenjwa (Ward 29, Councillor)
15. B.C. Mhlongo (Ward 29, Councillor)
16. F.G. Khoza (Ward 5)
17. G.E. Zulu (Ward 29)
18. T.B.T. Mlondo (Ward 29)
19. A. Viljoen (Ward 4, Councillor)
20. J.D. Smith (R/Bay Ratepayers)
21. A.B. Pierce (IDP Chairman, Councillor)
22. Neil Muller
23. E.L. Khoza
24. S.P. Msibi
25. R.R. Formann
26. F. van der Walt
27. J. Pretorius
28. J.J.P. van der Westhuizen

29. R.J. van Huyssteen (Ward 1)	
30. J. Pillay	
31. A.W. Heyneke	
32. M. Lourens (Ward 3)	083 637 5374
33. G.J. Visagie (Ward 3)	083 406 5327
34. T. Mkhize (Ward 2)	073 442 4147
35. Henry (Ward 2)	035 902 2232
36. F. Rossouw (Ward 3)	082 732 1411
37. D. Savides (Ward 3)	072 392 0511
38. D.A. Nxumalo (Ward 8)	083 273 9048
39. M. Scheepers	035 789 2066
40. M. Mhlongo	035 789 2066
41. B. Strachan	035 789 2066

1	Cllr. Pearce, Chairman of the IDP Representative meeting welcomed all and the meeting was opened with prayer.
2	Cllr. Pearce asked Mr. Khoza to give a brief outline on the purpose of the meeting is. Mr. Khoza informed the meeting that SiVEST are busy with Umhlathuze IDP Review (2005/06) and they had completed a series of public information meetings. He added that they also conducted meetings with the HODs of Umhlathuze to determine municipal key issues.
3	B Strachan informed the meeting that the Government is putting pressure on local municipalities to complete their IDP Reviews prior to the preparation of sector department budgets. She added that public information meetings were held with the objectives to (1) advise the public of this Forum meeting and (2) to identify key development issues.
4	B Strachan also explained that for the past 2 weeks HODs were visited. The purpose of these meetings was to discuss the IDP with officials working with it and also to get feedback from them on what do they see as key development issues. After this Forum meeting, a series of Task Team meetings will be held. At these Task Team meetings, specific key issues will be discussed and action plans formulated to address the issues.
5	The following key issues were outlined following the meetings with the various HOD's: <ul style="list-style-type: none"> • Alignment of capital and O&M budgets • Life span of moveable assets • Impact of environmental legislations (has delaying effect on some projects) • "Red Rape" causes delays • Coordination of service delivery (within the Municipality as well as outside) • Phasing of capital projects • Illegal dumping of solid waste • HIV/Aids impacts productivity • High level of crime • Rural perceptions hamper development • Demand for housing • Sources of development funding • Development politicized • Structure of IDP (user friendly?) • Prioritization of actions, projects
6	The following is key issues were outlined following the public information meetings: <ul style="list-style-type: none"> • Projects are not sustainable. Business plans are not always properly done. • Coordination of service delivery. • Sustaining economic centres of activity. <ul style="list-style-type: none"> - What are the impressions of people visiting Umhlathuze? - Is infrastructure being maintained? - Environmental sustainability • Safety and security. • Recreation and sport. • John Ross Highway.

	<ul style="list-style-type: none"> • Maintenance of existing services. • Tourism. • Coastal development: What is being done to promote our beaches? Is it safe for visitors? • Pubic transport facilities: Are there appropriate facilities at taxi ranks? • Failure of service provision to non-urban areas. • Functionality of community centres: Why are some centres not being used/inaccessible to communities. • Social service delivery to all areas.
7	<p>The following task teams were suggested:</p> <ul style="list-style-type: none"> • Housing and Social Facilities • Economic: LED, Agriculture, Tourism, Marketing • Sport and Recreation: Facilities, Programmes • Environmental: Coastal development, Solid waste removal • Institutional: IDP format, Alignment, Prioritization • Sources of Funding • Safety and Security • Infrastructure
8	<p>The meeting was asked to add their names to the Task Teams in which they have an interest. It was explained that these task teams will meet during the next three weeks and that feedback will be given at the next Forum meeting to be held on the 25th of November 2004.</p>
10	<p>The meeting was closed with prayer and adjourned at 18h10.</p>

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**TASK TEAM MEETING: ECONOMIC / LED
COMMITTEE ROOM, RICHARDS BAY
10 NOVEMBER 2004, 12H00**

1. IDP Review Process
 - Ø Public Information Meetings
 - Ø Meetings with HODs
 - Ø 1st Forum Meeting
 - Ø 9 Task Teams
2. Preliminary Issues:
3. Additional role-players
4. Action Plan and responsibilities

Attendance

1. Pieter Odendaal
2. Hennie Smith
3. Syd Kelly
4. Raj Ramchander
5. Neil Muller
6. Evert Crafford

1.	IDP Review Process	Public Information Meetings Meetings with HODs 1 st Forum Meeting 9 Task Teams
2.	Description of Issues	
2.1	Projects are not sustainable	
2.2	Sustaining economic centres of activity	
2.3	Promotion (marketing) of tourism	<ul style="list-style-type: none"> Ø Non-existence of permanent Tourism Office Ø Wildlife and environment, including beach development Ø Arts, crafts and heritage (museums) Ø Tourism development could be promoted by (1) upgrading John Ross H/way, (2) improvement of passenger terminal, (3) international airport and (4) crime reduction Ø Alignment with tourism institutions
2.4	Impact of HIV/Aids on productivity	
2.5	Delays in implementing development when complying with environmental requirements	
2.6	Level of skills	
2.7	Viability of land (Housing and Industrial)	
3.	Additional Role-players	None
4.	Action Plan and Responsibilities	
4.1	Improve existing Business Plans and feasibility of projects through proper facilitation process with all role-players	
4.2	Once no 4.1 is done, marketing of the nodes is required to draw NGO's and Developers to invest in the area.	
4.3	Ø Economic Development Plan (Marketing Plan)	

	<ul style="list-style-type: none">Ø Tourism Strategy is currently in process (Hennie Smith)Ø Agricultural Development Plan (Hennie Smith)Ø LED Development PlanØ Economic development opportunities to be marketed on local and international levels
4.4	Skills survey to be under taken to establish the level, different types and shortage (demand) of skills in municipal area.

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**TASK TEAM MEETING: SAFETY AND SECURITY
COMMITTEE ROOM, RICHARDS BAY
10 NOVEMBER 2004, 14H00**

1. IDP Review Process
 - Ø Public Information Meetings
 - Ø Meetings with HODs
 - Ø 1st Forum Meeting
 - Ø 9 Task Teams
2. Preliminary Issues:
3. Additional role-players
4. Action Plan and responsibilities

Attendance

1. Ernst van Biljon
2. Fred Phillips
3. Alwyn Kruger
4. Neil Muller
5. Evert Crafford

1.	IDP Review Process	Public Information Meetings Meetings with HODs 1 st Forum Meeting 9 Task Teams
2.	Description of Issues	
2.1	Perception of High Crime Levels	
2.2	Crime prevention through environmental design	
2.3	Corruption free municipality	
2.4	Insufficient resources allocated to disaster management	
2.5	Fire station	
2.6	Traffic violations. More recourses are required	
2.7	Rehabilitation of criminals	
3.	Additional Role-players	None
4.	Action Plan and Responsibilities	
4.1	Crime Security Forum has been established (CSF)	
4.2	Community Based Crime Prevention Strategy is in place (see CSIR and USS report) Projects identified to be implemented (DMS 331338 – Neil to Print Out)	
4.3	Code of conduct has been developed – needs to be enforced	
4.4	Budgeting for more infrastructure and training facilities	
4.5	Improve linkages with the “Big Five” to assist when disaster hit the municipal area. (See RPT 135007) Fire Plan in place (Rassie Erasmus, UDM)	
4.6	Five Year Traffic Strategy Plan is in place (See RPT 135006, Paul Olivier 0828741414)	

**TASK TEAM MEETING: ENVIRONMENTAL
COMMITTEE ROOM, RICHARDS BAY
11 NOVEMBER 2004, 11H30**

1. IDP Review Process
 - Ø Public Information Meetings
 - Ø Meetings with HODs
 - Ø 1st Forum Meeting
 - Ø 9 Task Teams
2. Preliminary Issues:
3. Additional role-players
4. Action Plan and responsibilities

Attendance

1. Ernst van Biljon
2. Neil Muller
3. Evert Crafford
4. Lucy Steenkamp
5. Piet Volskenk
6. Tokoloho Masilu
7. Thea van de Wateren
8. Andre Steffons
9. Jeremy Smith

1.	IDP Review Process	Public Information Meetings Meetings with HODs 1 st Forum Meeting 9 Task Teams
2.	Preliminary Issues	
2.1	Impact of environmental legislation on development (delays in implementation) (Very High Priority)	
2.2	Illegal dumping of solid waste and building rubble (Operational Issue)	
2.3	Economic, Social and Environmental sustainability	
2.4	Coastal development	
2.5	Tourism	
2.6	Availability of resources to manage environmental issues	
3.	Additional Role-players KZN Wildlife	
4.	Action Plan and Responsibilities	
4.1	<ul style="list-style-type: none"> Ø Development of a Biodiversity Plan to assist the municipality to supply more accurate information re. Environmental Issues for developments Ø Development of an Environmental Framework Plan Ø Marketing of the Area should be linked with Environmental Issues 	
4.2	<ul style="list-style-type: none"> Ø Integrated Waste Management Plan – June 2005 <ul style="list-style-type: none"> o Establishment of transfer stations in areas with no facilities o Education Programmes o Recycling/sorting of waste should start from household <p>(UDM is not running Regional Waste Site According to license requirements)</p>	

	According to Waste Management Regulations for dumping sites no recycling is permitted. Municipality feels that recycling should be permitted. Issue to be discussed at Provincial and National Level
4.3	All capital projects in the IDP should apply to and be measured by the NEMA principals. Awareness of NEMA principals should start at school level. DOE can play an important roll
4.4	Ø Municipality to develop their own Coastal Management Rollout Plan, which should be inline with the UDM Coastal Development Programme as well as the Provincial and National Coastal Development Policy. Beach development nodes should be available to the public
4.5	All tourism issues should be addressed through the Municipal Tourism Strategic Plan. (Hennie Smith – Plan is in process)
4.6	Budgeting for Environmental related issues are very important. More resources are required (financial and HR) to manage the environment properly.

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**TASK TEAM MEETING: HOUSING, HEALTH AND SOCIAL FACILITIES
COMMITTEE ROOM, RICHARDS BAY
12 NOVEMBER 2004, 13H30**

1. IDP Review Process
 - Ø Public Information Meetings
 - Ø Meetings with HODs
 - Ø 1st Forum Meeting
 - Ø Task Teams
2. Description of Issues
3. Discussions

Attendance

1. Fred Phillips
2. Brenda Strachan
3. Neil Muller
4. Sipiwe Thusi
5. Marinus van Rooijen
6. Sister Zippy

1.	IDP Review Process	Public Information Meetings Meetings with HODs 1 st Forum Meeting 9 Task Teams
2.	Description of Issues	<ul style="list-style-type: none"> ✓ Impact of HIV/Aids on development and productivity ✓ Housing needs across the spectrum ✓ Functionality of community centres ✓ Social service delivery to all areas ✓ Development standards for social service delivery
3.	Discussions	
3.1	Small business developments should be encouraged at identified nodal areas. These nodal areas have a very important role to play in providing basic social facilities and economic services.	
3.2	The meeting emphasized the need to upgrade informal settlements in traditional authority land as well as slum clearance programmes on the urban fringes. It was noted that a Municipal Housing Plan also has to be prepared in line with the requirements of the Department of Housing.	
3.3	Problems are experienced in rural areas as well as townships with refuse removal as the roads cannot accommodate refuse trucks. Refuse projects are specifically needed at Nseleni and Matshana. It was suggested that tractor trailer / bakkie and trailer projects be investigated in such areas.	
3.4	The role of the IDP to access external donor funding, particularly in respect of assistance to HIV/Aids care givers was highlighted. It was noted that more than half the known HIV/Aids care givers earn less than R1000 per month. The meeting noted that land is also being sought for care centres/orphanages. The Department of Housing is also looking for land to assist HIV/Aids victims.	
3.5	In respect of accommodation, it was said that when hostels are upgraded alternative accommodation is required. It was noted that certain organizations (such as the YMCA in Esikhaweni) could make land available to temporary accommodate such hostel tenants.	
3.6	The meeting was advised that the roll-out of Aids drugs is a problem in terms of logistics and the training of sisters. Village health workers (who are currently working on a voluntary basis) could become more involved with assistance from the municipality.	

3.7	It was noted that the municipality, private companies as well as departments have become involved in addressing problems associated with HIV/Aids in the form of vegetable gardens, community outreach and poverty alleviation. A case in point being the work done by Gugu Myeni with funding from Billiton and the ZCBF.
3.8	The importance of combined efforts between all groups was also identified by noting that churches and schools could make a room(s) available for clinic services etc.
3.9	Concern was expressed that local communities cannot always access community halls. The possibility should be investigated that a municipal hall committee be established to be responsible to the fair and efficient management and maintenance of all facilities. At present some facilities are managed by private companies, traditional authority structures and the municipality.
3.10	The role of awareness campaigns was mooted in preventing social problems and diseases. Numerous pamphlets could be sourced to inform communities about HIV/Aids, Rabies, TB, Cholera and Malaria while the use of radio as a source of communication should not be underestimated.

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**TASK TEAM MEETING: INSTITUTIONAL AND FINANCE
COMMITTEE ROOM, RICHARDS BAY
22 NOVEMBER 2004, 11H00**

1. IDP Review Process
 - Ø Public Information Meetings
 - Ø Meetings with HODs
 - Ø 1st Forum Meeting
 - Ø Task Teams
 - Ø Apologies

2. Typical Issues
 - Ø “Red-tape” causes delay
 - Ø Co-ordination of service delivery
 - Ø Rural development: location of settlement
 - Ø Development politicized
 - Ø Structure of the IDP document
 - Ø Alignment between departments (internal and external)
 - Ø Sourcing of development funding
 - Ø Alignment of capital and O&M budgets
 - Ø Prioritization of projects
 - Ø Debt collection from government departments
 - Ø Impact of Electricity Distribution Industry (EDI) restructuring – impact on municipal revenue

3. Additional role-players

Attendance

1. Rina Erasmus
2. Dr. Heyneke
3. Lindani Khoza
4. Neil Muller
5. Piet Oosthuizen
6. Hilton Reynold
7. Dan Pillay
8. Danie van Wyk / Dennis Cloete

1.	IDP Review Process	Public Information Meetings Meetings with HODs 1 st Forum Meeting 9 Task Teams
2.1	<p>✓ Capital Budget does not always align with Operations & Maintenance Budget It was noted that 95% of the O&M Budget are staff-related.</p> <p>Suggested that an Activity Based Budget should ensure better alignment between the capital and O&M Budgets.</p>	

2.2	<p>✓ “Red Tape” causes delays Some “Red Tape” are the result of legislation requirements. However, municipal policies need to be constantly reviewed and revised (if necessary) in order to assist in streamlining processes and procedures.</p> <p>Projects that require EIAs and / or designs must be planned in such a manner that it can be completed in one financial year in order that actual implementation can occur early in the next financial year (where applicable).</p>
2.3	<p>✓ Co-ordination of Service Delivery ✓ Alignment between departments It was suggested that the DIMS in use by uThungulu District Municipality be investigated, and if deemed appropriate that a similar system be developed and adopted for the municipality.</p>
2.4	<p>✓ Rural Development: Location of Settlement Spatial Framework needs to be revised and projects should re-enforce or comply therewith.</p>
2.5	<p>✓ Impact of EDI (Electricity Distribution Industry) Restructuring on municipal income & organisational structure Task Team to be appointed by the Municipal Manager to investigate, <i>inter alia</i>, the above</p>
2.6	<p>✓ Structure of the IDP document The structure of the IDP document is currently being revised to enable better alignment with the municipal organisation</p>
2.7	<p>✓ Political Interference The Suggestion that the DTLGA (Ulundi) be approached and consulted with, with regards to facilitating easier access to Ingonyama Trust Land and the co-operation of the Amakhosi in the provision of services to these areas, is supported.</p>
2.8	<p>✓ Sourcing of Development Funds Research needs to be conducted by the municipality to determine available funding agents and their requirements in order to access funding for development.</p>
2.9	<p>✓ Prioritisation of Projects A draft Project Prioritisation Model was briefly discussed. Further consultation, particularly with Heads of Department, is still required, prior to a draft be presented to the IDP Committee.</p>
3.	<p>Additional Role-players identified:</p>

**TASK TEAM MEETING: INFRASTRUCTURE AND ASSETS
COMMITTEE ROOM, RICHARDS BAY
22 NOVEMBER 2004, 9H00**

1. IDP Review Process
 - Ø Public Information Meetings
 - Ø Meetings with HODs
 - Ø 1st Forum Meeting

2. Typical Issues
 - Ø Lifespan of moveable assets
 - Ø Phasing of capital projects
 - Ø Maintenance of services
 - Ø Failure of service provision to non-urban areas
 - Ø Impact of Electricity Distribution Industry (EDI) restructuring – on municipal income
 - Ø High economic growth increased demand on service delivery
 - Ø High backlogs

3. Additional role-players

Attendance

1. Danie van Wyk
2. Frik Bosman
3. Burt Kirsten
4. Ernst van Biljon
5. Fred Phillips
6. Andre Steffons
7. Danie Brits

1.	Public Information Meetings Meetings with HODs 1 st Forum Meeting 9 Task Teams
2.1	<ul style="list-style-type: none"> ✓ Lifespan of moveable assets <p>The MFA provides guidelines in respect of asset life spans.</p> <p>Suggested that each Department prepares:</p> <ul style="list-style-type: none"> ○ A Preventative Maintenance System, and ○ An Asset Replacement Policy
2.2	<ul style="list-style-type: none"> ✓ Phasing of capital projects <p>It was accepted that projects that already commenced, with contractors on the ground, should have funds committed to cover the project life cycle and should continue with implementation until completion. The proposed Project Prioritisation Model should cater for this as well.</p>
2.3	<ul style="list-style-type: none"> ✓ Capital Budget does not always align with Operations & Maintenance Budget <p>Suggested that Treasury should calculate the maintenance requirements of existing infrastructure and services and add a standard percentage (World Bank standard could be used) of a new project's capital budget for maintenance, accordingly.</p>
2.4	<ul style="list-style-type: none"> ✓ Inadequate of service provision to non-urban areas ✓ High backlogs <p>Rural Development regarded as a key priority, as well as the addressing of backlogs – particularly backlogs in basic services (water, sanitation, electricity and roads)</p>

2.5	<p>✓ Impact of EDI (Electricity Distribution Industry) Restructuring on municipal income & organisational structure Task Team to be appointed by the Municipal Manager to investigate, <i>inter alia</i>, the above</p>
2.6	<p>✓ High economic growth increased demand on service delivery Key priority that service delivery to cater for existing and new commercial and industrial interests be maintained. The proposed Project Prioritisation Model should cater for this as well.</p>
2.7	<p>✓ Theft and Vandalism of Municipal assets A project's maintenance budget should include an appropriate provision for vandalism and theft. This should also cater for security measures.</p> <p>Construction standards need to change (where necessary) to minimize the potential for vandalism</p>
2.8	<p>✓ Political Interference Suggested that the DTLGA (Ulundi) be approached and consulted with, with regards to facilitating easier access to Ingonyama Trust Land and the co-operation of the Amakhosi in the provision of services to these areas.</p>
2.9	<p>✓ Extension of Solid Waste Removal and other services to the rural areas In order to extend these services successfully to the rural areas, these areas need to be accessible (roads), properly planned in terms of the location of services (town planning), and an accounting system be in place (possibly a gps referencing system).</p>
2.10	<p>✓ Capital Budget Allocation too biased towards Engineering Services</p> <p>Accepted that the necessary basic infrastructure needs to be in place before the provision of "softer" services can commence.</p>
2.11	<p>✓ Project Prioritisation A draft Project Prioritisation Model was tabled and discussed. Further consultation, particularly with Heads of Department, is still required, prior to a draft be presented to the IDP Committee.</p>
3.	<p>Additional Role-players identified: Eskom KZN-DOT Telkom SANRAL Spoornet NPA</p>

**TASK TEAM MEETING: TRANSPORT AND ROADS
CITY ENGINEERS BOARDROOM, RICHARDS BAY
23 NOVEMBER 2004, 12H00**

1. IDP Review Process
2. Description of issues:
3. Discussions

Attendance

1. Bert Kirsten
2. Fred Phillips
3. Brenda Strachan
4. Evert Crafford

1.	IDP Review Process	Public Information Meetings Meetings with HODs 1 st Forum Meeting 9 Task Teams
2.	Description of issues	<ul style="list-style-type: none"> ✓ John Ross Highway ✓ Transport of wooden produce ✓ Public Transport Facilities ✓ KZN DOT roads not property maintained ✓ Taxi City ✓ Pedestrian Movement
3.	Discussions	
3.1	One of the key causes of frustration on the John Ross Highway is the mixture of traffic types. It should be understood by travelers that frustration can be reduced by planning trips not to coincide with the peak hours. The mooted problems with the John Ross Highway are, in some instances, people's perceptions as it has been proven that delays average 10 minutes during peak times. It was reiterated that the estimates to increase lanes of the John Ross Highway is in the region of R300 million. It was further noted that the East Central Arterial carries more public transport vehicles than the John Ross Highway.	
3.2	It was noted that a lot of wooden produce is transported by road but that 60% is transported by rail. General restrictions on rail transport, i.e. into Richards Bay port, distances from woodlots to loading zones etc. were highlighted as causes for continued high volumes of heavy vehicles transporting wood.	
3.3	The meeting noted that pedestrian movements had to be considered in all aspects of planning, i.e. zoning, town planning and transport. The importance of preparing a pedestrian movement plan was highlighted.	
3.4	A Transport Plan has been prepared by the District Municipality as well as a Current Public Transportation Record (CPTR). In addition a Rural Roads Audit has been prepared by the municipality.	
3.5	There should be better linkages between the municipality, the Rural Roads Transport Forum (RRTF) and the Department of Transport in respect of road planning and maintenance. It was noted that discussions are underway for the establishment of a Transport Authority to address problems relating to powers and functions in transport.	
3.6	The meeting noted that roads link areas and also have a very important LED function , i.e. the John Ross is of high economic value to the City of Umhlatuze. However, local economies are not the priority of the national and provincial departments. As such, the John Ross is not considered in the same manner by the authorities involved.	

**SECOND FORUM MEETING
RICHARDS BAY, AUDITORIUM
25 NOVEMBER 2004, 17H00**

1. Welcome and introductions
1. Apologies
2. Report back on task team meetings
3. Cross cutting issues
4. Project prioritization
5. Way forward
6. Closure

Attendance:

1. Frik Bosman
2. R.J. van Huyssteen (Councillor)
3. M.T. Vundla
4. M.T. Makatini (Ward 30, Councillor)
5. G.B. Ndwandwe (Councillor)
6. M. Lourens (Ward 3, Councillor)
7. B. Hlophe (Ward 6)
8. B.C. Mhlongo (Ward 29)
9. G.E. Zulu (Ward 29, Councillor)
10. W.O. Willows (Ward 12)
11. Fred Phillips
12. B.Z. Moloji (Ward 28)
13. R. O'Brien
14. Jeremy Smith
15. F.J. Verster
16. A.F. Moss
17. D.J. Moffatt
18. P.E. Odendaal
19. A.W. Heyneke
20. D.C. Singeni
21. A.L. Lombaard
22. R. Mkhwanazi (Ward 10, Councillor)
23. M. Povall
24. N. Muller
25. M. Mhlongo

1.	Mr. Danny Moffat (DM), City of Umhlathuze Mayor welcomed all members that were present.
2.	No apologies were registered
3.	N Muller explained the purpose of the 2 nd Representative Forum meeting as follow: <ul style="list-style-type: none"> Ø To provide feedback on the Task Team meetings that were held; and Ø To provide the meeting with a clear way forward to completion of the 2005/2006 IDP Review
3.1	B Strachan reviewed the outcomes of the 1 st Forum meeting held on the 28 th of October 2004. She also presented the findings from Task Team meetings to the meeting (<i>see attached copy of presentation</i>).
3.2	In response to the presentation the following comments were raised/questions asked:
3.2.1	Regarding Township Establishment on Ingonyama Trust Land, Mr Poval advised that a number of options are being explored whereby townships can be proclaimed on Ingonyama Trust Land. He added that it is very important that townships are development close to areas of employment
3.2.2	The meeting noted that a general lack of integration within organizations, between local and district municipalities and also with service providers is hampering the effective implementation of IDPs.
3.2.3	It was noted that the poor condition of the R619 should be highlighted as it is being destroyed by heavy vehicles and is not pedestrian friendly.
3.2.4	The suggestion was made that the use of cycle paths should be investigated as an option to address, amongst others, traffic volumes and the safety of non-vehicular road users.
3.2.4	It was emphasized that the municipal capital budget should be informed by the IDP.
4.	B Strachan presented the following cross cutting issues to the Forum. She explained that these issues should be addressed by holistically and not as individual projects. <ul style="list-style-type: none"> Ø Environment Ø Crime Ø Poverty Ø HIV/Aids Ø Gender Equality
5	B Strachan advised the meeting that the municipality is working on developing a prioritization model. She explained that the model is considering at least the following principles: <ul style="list-style-type: none"> Ø Availability of Grant Funding Ø Direct Health or Safety Hazard Ø Existing Project Ø Basic Service Ø Priority Issue Ø Spatial Framework Effect on Operating Budget Ø Legal Requirement Ø Economic Development Ø Permanent Job Creation Ø Direct Linkages Ø Community Facilities Ø Human Resource Development Ø Intensity of Use Ø Replacement of Municipal Assets
6/7	N Muller thanked all for their attendance and contribution. He explained that the draft IDP Review will be presented to the IDP Portfolio Committee and EXCO prior to the presentation of it to the Provincial IDP Forum on the 3 rd of February 2005. There being no further discussion, the meeting adjourned at 18h20.

APPENDIX D	NOTES OF MEETINGS HELD WITH MUNICIPAL HEADS OF DEPARTMENT
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DEPARTMENT:	PARKS, SPORT AND RECREATION
PERSON INTERVIEWED:	MR E. VAN BILJON HEAD OF DEPARTMENT
DATE INTERVIEWED:	21 OCTOBER 2004

NO.	ISSUE RAISED	COMMENTS
1	<p>Municipality's Capital Budget too focussed on engineering service delivery, whilst neglecting environmental and social services</p> <p>The provision of parks, sports and recreation facilities are not considered by the municipality as a key service that can improve the quality of peoples life</p>	<p>✓ 60 / 40 % split suggested</p>
2	<p>Capital Budget do not, in some cases, align with O & M Budget</p> <p>Egs.:</p> <ul style="list-style-type: none"> ✓ driver post on budget but no tractor or <i>vice versa</i> ✓ Engineering Department constructs new road, without budgetary provision for the maintenance of grass cutting along road verges 	
3	<p>Moveable assets life spans are extended beyond its real asset life. In some cases, this results in operation costs later exceeding replacement costs</p>	
4	<p>Development is hampered by the Environmental Impact Studies</p> <p>Eg. Capital Budget is allocated to a project in July, but because of delays in obtaining the necessary EIA approval, insufficient time remains to complete the project within a current financial year or within the period that it was planned to have the project completed</p>	<p>✓ Development should be planned in such a manner that EIA approval processes are accommodated.</p>
5	<p>In the allocation of capital budget to a project, cognisance are not always taken (where applicable) of seasonal factors that will affect the time frame of project implementation.</p> <p>Eg. A project will receive funding in July but can only be implemented in April, when difficulty is then experienced in expending the funding prior to start of the</p>	

NO.	ISSUE RAISED	COMMENTS
	next financial year	
6	'Red Tape' causes delays in project implementation	✓ Ways in which processes and procedures can be streamlined must continuously be investigated, linked to appropriate budgeting planning
7	Political interference, both at municipal and other levels, results in the neglect of community needs and interests	
8	Too much funding is expended on planning exercises to the detriment of development Eg. A project with a capital value of R50,000 requires an EIA, but the costs of the EIA is R60,000 and thus exceeds the capital value of the project.	
9	Continuous changes in community needs or trends Eg. A need was expressed by the community in 2001 for a BMX track, but funding for the required track only becomes available in 2004. Suddenly the need for the track no longer exists.	
10	Cost recovery on the use of community facilities provided the Department	
11	No clear demarcation of areas within rural and peri-urban areas for sports and recreation facilities	✓ Linked to more detailed planning at identified rural nodes
12	Great need for more sports and recreation facilities in all previously disadvantaged urban areas	
13	Invader plant control in both Richards Bay and Empangeni. Plants may be sprayed, but no further funding allocation for follow-up spraying or controls	
14	Vandalism of facilities provided by the Department	
15	Illegal dumping of building and other rubble	
16	Phased Capital Development in some cases are not practical, but due to budget constraints funding are allocated in such a phased manner, resulting in half-completed facilities Eg. Sportfield development without ablution facilities resulting in non-acceptance of facility by the community	

DEPARTMENT:	HEALTH, SAFETY AND SECURITY
PERSON INTERVIEWED:	MR F. PHILLIPS HEAD OF DEPARTMENT
DATE INTERVIEWED:	21 OCTOBER 2004

NO.	ISSUE RAISED	COMMENTS
1	Municipality's Capital Budget too focussed on engineering service delivery, whilst neglecting other services	✓ 60 / 40 % split suggested
2	<p>Moveable assets life spans are extended beyond its real asset life. In some cases, this results in operation costs later exceeding replacement costs.</p> <p>Linked to the above are:</p> <ul style="list-style-type: none"> ✓ the use of a mix of different type of traffic vehicles (old and new); ✓ the use of old fire fighting vehicles; and ✓ the use of old refuse trucks. <p>This directly adversely affects the "image" and the "sense of place" of uMhlatuze city.</p> <p>The non-existence of a decent Fire Station in the uMhlatuze City exacerbates the above.</p>	
3	Illegal dumping of solid waste	✓ Introducing transfer stations in the suburbs with appropriate individual household levy
4	Extension of solid waste removal services to the rural nodes and peri-urban areas	
5	Impact of HIV/Aids	<ul style="list-style-type: none"> ✓ Require a greater level of involvement from the municipality via allocation of resources ✓ Dire need for more permanent and satellite clinic services ✓ Caregivers to be assisted with foodpacks, gloves, etc.
6	The National Environmental Management Act will have certain implications for the Municipality	✓ To be investigated and included in the IDP
7	High level of crime	<ul style="list-style-type: none"> ✓ Application of Crime Prevention through Environmental Design ✓ Municipality needs to be "clean", i.e no corruption / bribery etc.
8	Insufficient resources allocated to Municipal Disaster Management	
10	High occurrence of traffic violations, particularly speeding, violations of traffic	

NO.	ISSUE RAISED	COMMENTS
	lights and stop signs. This result in high accident and associated mortality rates in the city	

DEPARTMENT:	COMMUNITY FACILITATION & MARKETING
PERSON INTERVIEWED:	MR P. ODENDAAL HEAD OF DEPARTMENT
DATE INTERVIEWED:	21 OCTOBER 2004

NO.	ISSUE RAISED	COMMENTS
1	Municipality's Capital Budget too focussed on engineering service delivery, whilst neglecting other services	
2	A provision of 1% on the Engineering Department's Capital Budget is made for community facilitation but difficulty is experienced in accessing the provision when community facilitation services have been provided	<ul style="list-style-type: none"> ✓ The 1% provision on the Engineering Department's Capital Budget for community facilitation should be allocated directly to the capital budget of the Community Facilitation and Marketing Department ✓ All capital projects should have a Business Plan incorporating the full life cycle of project, i.e from project pre-feasibility stage to post implementation operating and maintenance stage
3	Community Facilitation in rural areas are hampered by community perceptions that not enough physical development takes place	
4	The Department are wholly dependant on inputs from all other departments in performing its functions – other departments do not always regard such requested inputs as high priority	<ul style="list-style-type: none"> ✓ Co-ordination needs to further improve between the various Departments
5	No land identified for low cost housing	
6	Lack of experienced staff in respect of low cost housing	
7	Municipal focus is on compliance rather than on results	<ul style="list-style-type: none"> ✓ There needs to be a change in municipal culture to achieve a balance between compliance and results
8	There is a need for training to Ward Committees in respect of their functions and how best to fulfil those functions	
9	Investment (and hence marketing) in uMhlathuze is hampered by the excessive delays in obtaining the necessary environmental approvals, when all other requirements (land, services, etc.) are already in place.	

NO.	ISSUE RAISED	COMMENTS
10	The non-existence of a permanent Tourism Office in uMhlathuze might affect tourism in the municipal area adversely	

DEPARTMENT:	ENGINEERING
PERSON INTERVIEWED:	MR F. BOSMAN HEAD OF DEPARTMENT
DATE INTERVIEWED:	22 OCTOBER 2004

NO.	ISSUE RAISED	COMMENTS
1	Some Heads of Department have expressed that the Municipality's Capital Budget is too focussed on engineering service delivery, whilst neglecting other services. This is not agreed with.	<ul style="list-style-type: none"> ✓ Engineering Department is responsible for more than 50% of the municipality's budget, resources etc. ✓ Basic Service provision in all areas of the municipality is a required priority, in terms of legislation, and hence the municipality's capital budget needs to be geared towards providing such basic services
2	Political interference in particularly the rural areas causes development delays <ul style="list-style-type: none"> ✓ Consultation entrance level to the Amakhosi is currently not correct. 	<ul style="list-style-type: none"> ✓ It is suggested that a top level approach should be adopted
3	The Municipality have no control over planning and the placement of people in tribal leadership areas. Eg. People are placed and settles below power lines, within flood areas, etc. When problems arise as a result of this, the municipality have to deal with the problems	
4	Extreme densification occurs adjacent to the formal urban areas of Nseleni, Ngwelezane and Esikhaweni. This leads to a range of problems such as solid waste build-up, ground pollution, health risks, sanitation problems, etc. No municipal control is possible	
5	UMhlathuze Municipality, as an appointed Water Services Authority, has been promised funding by DWAF for the 1 st 3 years of operation in delivering its mandate. To date, no funds have been secured via submitted Business Plans	
6	The areas with the greatest sanitation needs are: <ul style="list-style-type: none"> ✓ Ngwelezane IDT Area – require VIPs (as well as street upgrading) ✓ Mzingazi Agri Village – no sanitation facilities. Its location near the 	

NO.	ISSUE RAISED	COMMENTS
	Mzingazi lake poses certain health risks via ground water and surface water pollution and run-off	
7	Roads that are the responsibility of the KZN DOT are not properly maintained (particularly in rural areas)	
8	Some roads in rural areas that carry heavy traffic are "unknown" administrative entities. Who must upgrade or maintain these roads?	
9	Should uMhlathuze motivate and apply to be established as a Transport Authority? ✓ Currently bus services in uMhlathuze are subsidised by government with some R60 million	
10	Planning of future residential areas	
11	Need for improved co-ordination between all service providers – particularly in the rural areas	
12	Municipality needs to investigate other funding sources than government only	✓ Commission a detailed study of potential funding agents, their requirements and the funding available for various development sectors

DEPARTMENT:	DEVELOPMENT PLANNING
PERSON INTERVIEWED:	MR L. KHOZA HEAD OF DEPARTMENT
DATE INTERVIEWED:	26 OCTOBER 2004

NO.	ISSUE RAISED	COMMENTS
1	Some Heads of Department have expressed that the Municipality's Capital Budget is too focussed on engineering service delivery, whilst neglecting other services. This is not agreed with.	✓ Basic Service provision in all areas of the municipality is a required priority, in terms of legislation, and hence the municipality's capital budget needs to be geared towards providing such basic services
2	Political interference in particularly the rural areas causes development delays	✓ A top level approach to the Amakhosi (maybe via the appropriate KZN Minister and the Municipality) is supported
3	There needs to be departmental Integration and co-ordination around the provision of new services	✓ All capital projects should have a Business Plan incorporating the full life cycle of project, i.e from project pre-feasibility stage to post implementation operating and maintenance stage. Integration can improve via the use of appropriate tools-and-techniques – eg. LAN and web-based technology
4	The Head of Department: Community	✓ A person could be nominated in each

NO.	ISSUE RAISED	COMMENTS
	Facilitation and Marketing expressed that his department are wholly dependant on inputs from all other departments in performing its functions – other departments do not always regard such requested inputs as high priority	department (a 'champion') to directly assist the Department: Community Facilitation and Marketing in its marketing function
5	The is uncertainty as to whether the town planning schemes extended to incorporate Esikhaweni, Vulindlela and Nseleni, through the application of the Natal Town Planning Ordinance 27 of 1949, were legal or not?	✓ The KwaZulu Land Affairs Act (KLAA) makes provision for the establishment of Town Planning Schemes – possible solution is to resubmit the scheme prepared via the Natal Town Planning Ordinance via the KLAA

DEPARTMENTS:	<ul style="list-style-type: none"> ✓ CITY SECRETARY ✓ CITY TREASURER
PERSONS INTERVIEWED:	MRS R. ERASMUS HOD: CITY SECRETARY MRS D. ANGELL-SCHAU DEPUTY HOD: CITY SECRETARY MR M. NEL CITY ESTATES MR H. RENALD DEPUTY HOD: CITY TREASURER
DATE INTERVIEWED:	27 OCTOBER 2004

NO.	ISSUE RAISED	COMMENTS
1	Need for additional libraries in rural areas	✓ This will assist with creating opportunities for education
2	Upgrading of existing Community Halls Eg. Provision of fencing around hall	
3	A need for more detailed planning in rural areas. Existing Rural Node Study needs to be taken to the next level of planning, i.e. detailed planning of nodes <ul style="list-style-type: none"> ✓ Seems that development and the provision of services and facilities in the rural areas occurs on an <i>ad hoc</i> basis 	✓ Further level of planning required at identified rural nodes
4	An integrated and co-ordinated approach to development, particularly in the rural areas, are required	
5	Lack of staff to deal with legal administrative issues in the rural areas. Eg. New pipe line are constructed – compensation and agreement issues	
6	Department: City Secretary raised the question "how does the Department fit into the IDP?" <ul style="list-style-type: none"> ✓ The IDP document and its contents are not considered "user-friendly". 	<ul style="list-style-type: none"> ✓ Review level of detail in IDP ✓ A need for more focussed sessions with Departments in the preparation of the IDP, its programmes, strategies and objectives

NO.	ISSUE RAISED	COMMENTS
	<p>The question arises “do Departments use this as a working document guiding all their respective functions and responsibilities?”</p> <ul style="list-style-type: none"> ✓ Confusion with regards to terminology used in IDP ✓ Insufficient level of detail in the IDP – how do Programmes link back to the Objectives and Strategies. In addition how do projects link back to the foregoing 	
7	<p>Prioritisation at all levels need to take place – i.e. from goals setting to projects</p> <ul style="list-style-type: none"> ✓ This applies to uMhlatuze as a whole and needs to be thus reflected in the IDP as well 	

DEPARTMENT:	MANAGEMENT SERVICES
PERSON INTERVIEWED:	MR N. PULLEN
DATE INTERVIEWED:	28 OCTOBER 2004

NO.	ISSUE RAISED	COMMENTS
1	Departments tend to plan and operate independently. Integration between departments in respect of delivery as per the IDP can improve	<ul style="list-style-type: none"> ✓ The improvement of integration and co-ordination is not considered as a problem that needs to be addressed by the Department: Management Services. The main drivers of the IDP, i.e. the Department: Development Planning must address this issue
2	Vacant posts in the municipality. This has an impact on fulfilling certain municipal functions adequately	

DEPARTMENT:	ELECTRICITY
PERSON INTERVIEWED:	MR D. VAN WYK
DATE INTERVIEWED:	1 NOVEMBER 2004

NO.	ISSUE RAISED	COMMENTS
1	IDP communication processes need to be clear, efficient and effective Eg. Was parallel translation services (from English to Zulu) really required at the 1 st IDP Forum Meeting?	
2	Electricity Distribution Industry (EDI) Restructuring – tremendous impact on the municipality (service delivery, tariffs, income to the municipality, staff uncertainty, etc.). Could be in effect as early as September 2005	<p>The following ring fencing exercises should be undertaken:</p> <ul style="list-style-type: none"> • Financial ring fencing • Operational ring fencing • Legal ring fencing (maybe the formation of an autonomous

NO.	ISSUE RAISED	COMMENTS
		company, prior to joining into the 1 proposed RED company?)
3	As a result of very high economic growth levels in uMhlathuze there is a high demand for major investment of infrastructure to cope with such demand.	
4	There is a need for the development of electricity generation in the uMhlathuze Sub-Region, particularly if note is taken of the fact that the sub-region consumes, on average, more than 8% of the national electricity supply	
5	Electrification in rural areas – Some areas are the responsibility of Eskom and others the responsibility of the municipality. The municipality has provided electricity in all its allocated areas, whilst Eskom has not yet done so. Might lead to community dissatisfaction in those areas not yet serviced	
6	Vandalism of copper and non-ferrous metals	✓ Drive to increase public lighting
7	Some municipal vehicles are past its asset life and still in operation. This results, in general, that operational costs become higher than the capital redemption costs	✓ Departmental drive to correct current situation