

4. IDP PLANNING PROCESS

4.1. IDP Structural Arrangements

The following table portrays the structures/stakeholders, composition, and the roles and responsibilities in respect of the Integrated Development Planning Process in the Steve Tshwete Local Municipality.

Table 8: IDP STRUCTURES, ROLES AND RESPONSIBILITIES

STRUCTURE/ STAKEHOLDER	COMPOSITION	ROLES AND RESPOSIBILITIES
Executive Mayor and Mayoral Committee	<ul style="list-style-type: none"> • Executive Mayor and members of the Mayoral Committee 	<ul style="list-style-type: none"> • To decide on the Process Plan and make firm recommendations to Council • Chair meetings of IDP Forum
Council	<ul style="list-style-type: none"> • All Councilors 	<ul style="list-style-type: none"> • To approve the Process Plan and the IDP
IDP Technical Committee	<ul style="list-style-type: none"> • Municipal Manager • IDP/PMS Manager • LED Manager • Four Executive Managers • Public Relations Officer • Departmental Heads • Member of the Mayoral Committee responsible for planning 	<ul style="list-style-type: none"> • Provides terms of reference for the various planning activities • Commissions research studies • Considers and comments on inputs from sub-committees and community inputs • Processes, summarizes and documents outputs • Makes content recommendations • Prepares, facilitates and documents meetings
Secretariat	<ul style="list-style-type: none"> • Provided by the Town Secretary 	<ul style="list-style-type: none"> • Record proceedings at IDP meetings • Issue invites for all meetings • Distribute minutes and reports to all stakeholders

STRUCTURE/ STAKEHOLDER	COMPOSITION	ROLES AND RESPOSIBILITIES
IDP/PMS Forum	<ul style="list-style-type: none"> • Executive Mayor • IDP Technical Committee members. • Members of Mayoral Committee • Councillors • Traditional leaders • Ward Committees • Community Development workers • Regional, Provincial & national Government Departments • Representatives of organized Groups • Stakeholder representatives of unorganized Groups • Mining Companies • NGOs/ CBOs • Agricultural Organisations • Parastatal Organisations 	<ul style="list-style-type: none"> • Represent interests of their constituents in the IDP process • Provide organizational mechanism for discussion, negotiation and decision-making between the stakeholders including municipal government • Ensure communication between Stakeholder representatives including municipal government • Monitor the performance of the planning and implementing process
Municipal Manager	<ul style="list-style-type: none"> • Municipal Manager 	<ul style="list-style-type: none"> • Oversee the whole IDP process and to take responsibility therefore.
IDP/PMS Manager	<ul style="list-style-type: none"> • IDP/PMS Manager. 	<ul style="list-style-type: none"> • Manage the process of developing and revising the IDP.
Ward Committees	<ul style="list-style-type: none"> • All members of Ward Committees. 	<ul style="list-style-type: none"> • Link the planning process to their wards. • Assist in the organizing of public consultation and participation engagements. • Ensure that the annual municipal budget and business plans are linked to and based on the IDP.

4.2 IDP Process Overview

4.2.1. Preparation Phase- Process Plan

The STLM Process Plan is guided by the district framework plan and is reviewed and submitted to council for adoption by July of every financial year. The 2009/10 process plan entails the following key features (activities) towards the revision of the Integrated Development Plan:

4.2.1.1. Framework Programme with Timeframe

Figure 3 illustrates the technical process followed in conducting the IDP revision process in the Steve Tshwete Local Municipality. It comprises of seven phases to be aligned with the budgeting process of the municipality.

Phase 1 represents the monitoring of implementation of proposals and projects as contained in the IDP. This process commences with the compilation of a summary of projects and tasks emanating from the IDP.

As a result, an Implementation Agenda is compiled with tasks assigned to various individuals/municipal departments for follow up. The Implementation Agenda also serves as an agenda for the IDP Technical Committee Meetings. It further, amongst others, deals with matters of the following categories:

- Shortcomings from the previous IDP Process.
- Liaison and Consultation.

- Funding
- Technical Needs.

- Implementation of Sectoral Strategic Plans.
- Implementation of Capital Projects.

- Internally Funded Projects.
- Externally Funded Projects.

- General Developmental Matters
- Feedback into IDP Process

During this process the supplementary information required for the revision of the IDP will also be identified and actions will be launched to collect the necessary information. This phase will also comprise meetings/negotiations with provincial departments in order to monitor progress with provincially/nationally funded projects and meetings on funding, powers, duties and functions etc as contemplated in the IDP documents. During this phase the situation regarding the appointment and conducting of sectoral strategic plans will also be monitored. It is envisaged that the implementation monitoring will be a continuous process commencing July 2010 and continuing right through to June 2011. This phase/process will also provide an input to the Performance Management process of the municipality.

Phase 2 of the process comprises the revision/confirmation of priority issues as listed in the previous IDP. Based on the activities conducted during July up to September 2009 and the findings/outcomes of certain actions, the technical team will now be in a position to revise/elaborate and confirm the issues from the previous IDP's. This process requires extensive community participation and needs to be completed by the end of September 2009.

Phase 3 will commence during October 2009 and will comprise the revision/confirmation of strategies associated with each of the priority issues as identified in phase 2. As in the past, provincial and national and other parastatal organisations will be intensively involved in the strategy phase of the IDP process.

It is anticipated that the strategy phase should be completed by the end of December 2009.

Phase 4 During January 2010 the projects emanating from the strategies and priority issues will be revised and confirmed and where necessary additional information on project details will be obtained.

Phase 5 During February 2010 the project team will then focus on the revision/confirmation of the integration components of the IDP.

Phase 6 The draft IDP document of the municipality should be completed by 15 February 2010.

Phase 7 The final IDP will then be approved by mid March 2010.

General

This process again leads the way to the budgeting process for the 2010/2011 financial year.

As in the past, public participation will be a fundamental part of the IDP process and local authorities will conduct a public participation programme both in terms of the monitoring of implementation of the IDP as well as the revision of the IDP process.

It must be emphasized here that the results and findings from the implementation monitoring process will continuously feed into the various phases of the IDP revision process and that the revision will to a large degree be based on the results of the implementation monitoring process.

**FIGURE 2: STEVE TSHWETE LOCAL MUNICIPALITY
IDP IMPLEMENTATION MONITORING AND REVISION PROGRAMME**

	July	August	September	October	November	December	January	February	March
PHASE I : IMPLEMENTATION MONITORING									
- Assess 2009/10 IDP Process/Content									
- List Projects/Actions Emanating									
- Compile Agenda for Implementation									
- Implementation/Operational									
PHASE II : REVISE/CONFIRM ISSUES									
PHASE III : REVISE / CONFIRM STRATEGIES									
PHASE IV : REVISE / CONFIRM PROJECTS									
PHASE V : REVISE / CONFIRM INTEGRATION									
PHASE VI : COMPILE DRAFT IDP's									
- Local Municipality								-----	
- District Municipality								-----	
PHASE VII : APPROVE FINAL IDP									
- Local Municipality									-----
- District Municipality									-----
PUBLIC PARTICIPATION									
BUDGETING PROCESS									

4.2.1.2. Mechanisms and procedures for Stakeholder Participation

The following will be done to ensure widespread and conducive stakeholder participation:

- Media such as the local newspaper, ward meetings, local radio stations, municipal bills etc will be utilized to inform communities and stakeholders of Council's intention to embark on the IDP process.
- The Mayoral Committee and the IDP Technical Committee will be requested to identify a list of possible stakeholders.
- All messages/information will be conveyed in a language/s understood by the general community.
- The correct venues and times for public meetings will be well communicated. Further more, the municipality intends to ensure that meetings are held at such times that all stakeholders can attend.
- Adequate time will be allowed within limits to representatives of organizations to report back to their relevant organisations.
- Adequate time will also be allowed for the community and organisations to report back on the draft IDP document.
- Stakeholders will be invited to the relevant Council meeting and the approved IDP document will be available at all public libraries within the municipal area of jurisdiction and where feasible on request after approval. In addition, the IDP can also be accessed on the website of the municipality.

Community Consultation

On a regular basis, council engages in to community consultation meetings in an endeavor to:

- give feedback on progress in relation to the level of development;
- gather inputs from communities in relation to service delivery needs;
- disseminate information on the roles and responsibilities of the municipality.

These community consultation meetings are normally held in all the wards between September and October of every financial year.

IDP/PMS Representative Forum

It is envisaged that the IDP Representative Forum meetings will be held on a quarterly basis i.e. four (4) IDP Representative Forums per financial year. The schedule of these meetings will be included in the process plan.

IDP/PMS Technical Committee

The technical committee plays an important role in aspects of strategic planning. The composition and roles of this committee are illustrated clearly on Table 9 above. The council plans to have six (6) Technical Committee meetings per financial year i.e. the committee will have bi-monthly meetings.

Mayoral Outreach

Mayoral outreach programme is regarded as another form of community consultation. In STLM at least Six (6) Mayoral Outreach meetings are held per financial year. The schedule of these consultation programmes will be reflected in the process plan. The main purpose of this consultation is to ensure that the political principals get closer to the communities and afford members of the community a chance to voice their needs.

4.2.2. Analysis Phase

This document reflects on the institutional analysis which captured the following:

- Economic aspects;
- Institutional aspects;
- Spatial aspects; and
- Socio-economic aspects.

However, Council is experiencing challenges in relation to the situational analysis per wards as the Community Survey 2007 does not articulate issues up to the level of wards.

An in-depth analysis of priority issues will be done through the assessment of context, causes, dynamics, resources and potential related to priority issues.

4.2.3. Strategy Phase

It is at this stage when council decides on appropriate strategies that will assist in addressing priority issues and achieving municipal objectives and targets.

Furthermore, seven goals have been identified to assist the Municipality to focus on the delivery of its mandate. These goals incorporate all the priority issues according to which the needs in the Municipality are categorised.

The objectives and their applicable strategies arising from the identified goals and priorities have been formulated for each priority in this phase.

4.2.4 Projects Phase

It must be pointed out that the municipal projects reflected in this phase include both the capital and the operational facets of the budget.

Inputs on the projects are obtained from government departments, the community and the administration of the municipality.

4.2.5. Integration Phase

This phase, comprising of sector plans/programs has attempted to include as many as possible of the municipal existing sector plans. To this end the following have been included:

- Five year Financial Plan;
- HIV/AIDS Program;
- Performance Management System;
- Integrated Transport Plan;
- Local Economic Development;
- **Disaster Management Plan;**
- Spatial Development Framework; and
- Waste Management Strategy

It must be noted that only an outline on some sector plans is given due to the voluminous nature of the information in those plans. An example of such cases is that of the Spatial Development Framework.

Sector departments are also engaged into workshops to ensure that respective sector's projects are incorporated in the IDP

4.2.6. Approval Phase

The IDP is ultimately presented to council for approval by mid March as highlighted in the process plan.

4.3 Community and Stakeholders Priority Issues

In line with the provisions of Section 1 (b) of the Constitution of South Africa, the Steve Tshwete Local Municipality places community participation at the centre of all processes regarding the IDP. Consequently inputs/ community priority issues are sought from every member of the community in meetings conducted in each ward. The said meetings were run from September to October. The most recent (2009) community meetings yielded the inputs as shown in the matrix below.

29	Proclamation of area	✓	#				#				#				#				#	#			1	7	
30	Revitalisation of CBD											✓#	✓		#		✓#						3	2	
31	Roads – Tarring		#	#		✓		✓					#	✓	#	#	✓		✓		✓#	✓	7	7	
32	Roads Grading													#				#			#		0	3	
33	Road Signs				#								#		#						#		0	4	
34	Sanitation	✓	#								✓	✓#	✓#	#			✓#	✓		#	✓#	✓#	8	8	
35	Self –help projects			✓#					✓					#	✓#			✓					5	3	
36	Skills Development			✓#				#	#					✓#	#		✓#	✓#	✓#				5	8	
37	Sport & Recreation facilities		✓		✓		✓			#	✓				✓#	✓			#	✓#	✓#	✓#	9	6	
38	Stadium- Erected			✓#																			1	1	
39	Stadium- Upgrading			✓			✓				✓#				#		✓						4	2	
40	Stormwater drainage		✓#	✓#	✓#	#	✓#	✓	✓	✓#			✓#	#	✓#	✓#	✓#	#	✓#			#	14	16	
41	Street lights/High mast lights		#	✓#	✓	✓#	#	✓	✓	✓#	✓#		✓#	✓#	✓	✓			#	✓	#	✓#	15	13	
42	Street naming			✓#					✓								✓	✓			✓		5	1	
43	Tarring of streets		✓#	✓#		✓#			✓	✓#	✓		✓		✓#	✓#	✓#	✓#			✓#	✓	✓#	15	11
44	Taxi Boarding Shelters			✓	✓					✓							✓						4	0	
45	Track development for 4 x 4s											✓	✓#	✓									3	1	
46	Tree planting/cutting along walkways		✓			✓		✓					#		#	#							3	3	
47	Traffic calming measures	✓	✓	✓#	✓	✓#	✓#	✓	✓	✓#	✓#		✓#	✓#	✓#	✓#	✓#	✓	✓		#	#	19	15	
48	Traffic signs/ pedestrian robots/ crossing/ stops.					#	✓			✓#			✓#	✓#	✓#	✓#		✓	✓	✓		#	10	8	
49	Vending Machine								#			#					✓				#			5	
50	Water	✓		✓#		✓			✓		✓#		✓#		✓#		#	✓#	✓#	✓#	✓#	✓#	✓#	14	12
51	Youth Development Centre											#						#	#				#	0	4

PROVINCIAL/NATIONAL GOVERNMENT AND PRIVATE SECTOR COMPETENCIES

IDENTIFIED NEEDS		WARDS																								No. of Wards Per Identified Need	
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	✓	#
1	ABET			#													✓				✓				✓#	3	2
2	Creche																	✓#				✓#		✓		3	2
3	Crime Prevention Measures		✓#			✓#				✓	✓						#			#	#		#		4	5	
4	Home for the aged			✓#		✓	✓																		3	1	
5	Home for the disabled			✓#		✓																			2	1	
6	Paypoint for Social Pensions											✓									#	✓#			2	2	
7	Police Station		✓#	✓#					✓		✓						✓				✓	✓		✓#	✓#	9	4
8	Post Office																							✓#	1	1	
9	Primary School	✓	✓	✓#							✓							#	✓			✓		#	6	3	
10	Provincial Hospital - upgrading																✓		✓	✓	✓				4	0	
11	Provincial Roads																	#						#			
12	Public transport															✓#							✓	#	2	2	
13	Road signs - Pupils crossing							✓																	1	0	
14	Social Work Office		✓																				✓		2	0	
15	Scholar transport															✓						✓#	✓	✓#	✓#	5	3
16	School facilities/Renovations																✓							✓	2	0	
17	Secondary school		✓								✓				✓					✓	✓#			✓#	✓	7	2
18	Taxi Rank												#														
19	Technikons/ Technical Colleges										#										✓				1	1	

The inputs in the matrix are generally addressed in terms of the municipal priority issues herein grouped under five Key Performance Areas, viz.

<p>1. Good Governance and Public Participation</p> <ul style="list-style-type: none"> ▪ Good Governance and Communications ▪ Legal and Administration <p>2. Municipal Transformation and Organisational Development</p> <ul style="list-style-type: none"> ▪ Human Resource and Performance Management ▪ Information Communication and Technology <p>3. Financial Viability</p> <ul style="list-style-type: none"> ▪ Financial Viability and Sustainability <p>4. Local Economic Development</p> <ul style="list-style-type: none"> ▪ Local Economic Development and Job Creation 	<p>5. Infrastructure Development and Service Delivery</p> <ul style="list-style-type: none"> ▪ Land Use Management ▪ Solid Waste Management ▪ Cemeteries ▪ Sports and Recreation ▪ Parks and Playing Equipment ▪ Buildings ▪ Housing ▪ Electricity ▪ Water ▪ Sanitation ▪ Roads and Stormwater ▪ Emergency Services ▪ Safety and Security ▪ Licensing ▪ Education and Libraries ▪ Health and Environmental Management ▪ Gender and Social Development ▪ Youth Development
---	--

5. KEY PERFORMANCE AREAS AND PRIORITY ISSUES

5.1. Good Governance and Public Participation

Priority Issue 1: Good Governance and Communications

The STLM has just established a communications unit which ensures proper and fluent internal and external communication. This unit is deemed an important channel of communication between the council, community and other stakeholders.

The council has 24 established Ward Committees. It is expected of every councilor to convene a ward committee meeting and have a ward community meeting within 14 days after every council meeting.

The Ward Committees act as advisory bodies to the Ward Councilors and are the mouth piece for the local communities. Ward Committees are also seen as mechanisms to strengthen the capacity of communities and thus deepen public participation.

Priority Issue 2: Legal and Administration

ADMINISTRATION SERVICES

For the council to achieve its goals and objectives, it needs effective and efficient support services in relation to committee services & support services. The administration service therefore is committed to render and act as custodian of Council's administration support services to the entire administrative machinery.

The section will therefore continue compiling good quality reports to Council, Executive Mayoral Committee & Council Committees, implement and facilitate the process of ensuring the passing & execution of resolutions and ensure all Council activities are recorded and/or minuted.

The proper register of all council incoming & outgoing mail through the implementation of relevant policies will be maintained by the division and also avail council services at all times.

LEGAL SERVICES

The Municipality is committed in providing the high quality legal services and guidance to the Municipal Council, Municipal Manager & all the departments. In achieving such a commitment ensuring legal compliance with all the relevant legislation by all departments is vital and the municipality has also established a functional legal division to render professional service.

The legal division intends to conduct legal audit on all legislation having an impact on the municipality in the next financial year to be able to strictly monitor compliance by each relevant department and to be able to render the professional legal advice.

The municipality has also developed the following registers:

1. Contract register - with the intention of properly following up on all the contracts and monitoring compliance thereof.
1. Litigations register - with the intention to properly monitor the actions/progress by the municipal lawyers on instructions on civil claims.
3. Municipal code & policy register - to keep record of all municipal by-laws & policies.

5.2. Municipal Transformation and Organisational Development

Priority Issue 3: Human Resource and Performance Management

The Steve Tshwete Local Municipality recognizes the value of investing in it's workforce through the implementation of a carefully planned training and development initiatives and activities. A skills audit was conducted to determine the kind of skills that employees regard as important for their own skills development needs. A workplace Skills Plan has been compiled and implemented to provide training on general skills development needs which focus on the organization as a whole.

The other kind of skills development needs focus on specific skills needed in specific departments within the organization. In this instance the Departmental Head identifies the kind of training needs that is important for specific employees in terms of law and informs the Human Resources Department accordingly i.e. refresher training with regard to technical skills; professional courses etc. Priorities are being considered to determine the most critical skills development needs before training can be arranged within the limits of budgetary provisions.

Skills training is aimed at benefiting all employees but has to at the same time ensure that significant progress is made in advancing the development interests of designated groups in line with Employment Equity targets.

The success of the municipal strategies depends on the effectiveness of governance structure and processes. This is also realised through the existing cordial and productive relationship between the administration, political structures and political office bearers of Council.

Improved communication and increase in the level of inter-departmental and inter-municipal communication and cooperation is a critical success factor.

The frequency and effectiveness of management meeting will be maintained through the development and adherence to a corporate calendar. The interpersonal and people management skills of senior and middle managers will continue to be improved through training.

Planning in STLM is regarded as a vital tool to ensure the integration of municipal activities with other sectors of development planning at different levels by serving as a basis for communication and interaction.

The Municipal Integrated Development Plan and Performance Management System serve as the basis for engagement between the council and the community, various stakeholders and interest groups. Because of the municipal set priority issues, plans and resources, the municipality strives to remain a participatory and accountable government to all by ensuring proper planning and performance management.

There is still room for improvement in both aspects of IDP and PMS, however, the municipality is engaging with other spheres of government for assistance.

Priority Issue 4: Information Communication and Technology

The objective of ICT is to ensure that the service delivery of the Municipality is met through the optimum use of I.T. in an information stage and also to ensure that service delivery objectives of each department and the Council as a whole are met.

The continuous system analysis will be done to recommend the corrective actions and also ensuring the optimal usage of internet, email facilities to management.

The existing telephone system will also be upgraded and all towns under the jurisdiction of the Steve Tshwete Local Municipality will be linked to one number and all Council offices will have telecommunication system.

5.3. Municipal Financial Viability

Priority Issue 5: Financial Viability and Sustainability

The Municipal financial management is regulated by several pieces of legislations and the Steve Tshwete Local Municipality is fully complying with the aim of ensuring sound financial governance. A full payment rate has been sustained for a number of years which has enabled the municipality to sustain high levels of service delivery and to sufficiently provide for the necessary indigent support.

All the DORA and other reports have regularly submitted and the municipality intends to continue with the same practice.

The municipality will continue to prudently monitor expenditure to guard against over expenditure. Through the computerised financial management system the municipality is able to ensure that all expenditure and income are continuously monitored.

The municipality ensures the proper & accurate valuation of the property within its area of jurisdiction & also needs to keep track of all the property within its area of jurisdiction.

Such activities are in accordance with the implementation of the Municipal Property Rates Act towards compilation of a valuation roll.

Property Valuations

The municipality ensures the proper & accurate valuation of the property within its area of jurisdiction & also needs to keep track of all the property within its area of jurisdiction. Such activities are in accordance with the implementation of the Municipal Property Rates Act towards compilation of a valuation roll.

The property valuation is aimed at assisting the municipality in determining the payable tariffs in terms of property rates.

The municipality has compiled the new valuation roll in terms of the New Property Rates Act, which valuation roll is for the period 01 July 2009 – 30 June 2014.

5.4. Local Economic Development

Priority Issue 6: Local Economic Development and Job Creation

The Steve Tshwete Local Municipality economy is the second dominant economies in the Nkangala region. The municipality is the host to a number of large industries as well as government departments and as a result strives to provide service to the satisfaction of its customers.

The agriculture, mining and manufacturing sectors are contributing a large amount to economic growth and employment creation in the municipality. Some of the most notable industries in this local economy are Columbus Steel and Eskom Power stations.

The municipality is experiencing a number of emigrants from different municipalities, regions, provinces and other countries, which makes it difficult for the labor market to absorb all of them. The municipality regards skills development as one of the focal areas in order to grow local economy and combat unemployment and poverty. The recent economic recession and climate change, has contributed to a number of jobs have been lost especially in the mining, agricultural and manufacturing sectors. As a result, these contributed amongst others to the increase in unemployment and food insecurity.

The municipality is on the other hand striving to contribute effectively to the millennium goal i.e. halving poverty and unemployment by 2014.

In an effort to combat the aforesaid aspects, the municipality will focus on its economic comparative advantage. There is great tourism potential within municipality with a number of tourism attraction areas and events taking place through out the calendar year. The municipality will use the 2010 FIFA World Cup Event as a platform to market itself nationally and internationally.

The Maputo Corridor runs through the municipality which will present some opportunities in terms of infrastructure development, which will attract more investment in industrial development.

5.5. Infrastructure Development and Service Delivery

Priority Issue 7: Land Reform and Administration

Doornkop Rural Village is already established and occupied by some of the farm workers. Bankfontein and Mafube Rural Villages are in the process of establishment. The 2005 SDF of the Steve Tshwete Local Municipality was reviewed and approved by the Mayoral Committee in October 2008. The reviewed SDF is aligned with the SDF of the Nkangala District Municipality as well as with the PGDS. The reviewed SDF sets a framework for developing LUMS. The LUMS will be developed only after the Land Use Management Bill has been enacted.

Priority Issue 8: Solid Waste Management

Solid Waste Management in Steve Tshwete Local Municipality is managed in a “closed account” i.e. it is not subsidized.

The municipality intends to continue providing collection containers at strategic points for garden refuse and remove all illegal dumping sites.

The Integrated Waste Management Plan was compiled by the consulting Engineers - Kwezi V3 service and the Solid Waste Management service adheres to this document as far as possible.

Transfer garden refuse stations will be established in an area to be identified between Kanonkop and Dennisig to minimize illegal dumping of refuse from private erven. Mini transfer stations to be established in all new developed areas i.e. Extension 24, Tokologo, Nasaret, etc (capital budget)

The Middelburg Landfill near Graspan Colliery is permitted and all household waste from the rural towns is transported to this facility at present and in the future.

Priority Issue 9: Cemeteries

There are no Municipal developed cemeteries in the rural areas and in the Mine and Eskom towns such as Pullenshope, Rietkuil, Komati/Blinkpan and Doornkop. In some cases families have to travel far to bury their loved ones. The envisaged rural villages some of which are near mines and Eskom towns should address this urgent need. No council land is available in or around these towns and suitable land for the development of these cemeteries will have to be identified and negotiations to buy suitable property will have to be looked into.

The provision of cemeteries in the urban areas is given sufficient attention and there has been complaints regarding availability of space for burying and related services. Upgrading of the graveyards is done on an ongoing basis.

All new township developments to include facilities for cemeteries. Included in the EIA and all relevant processes (to prevent duplication)

Priority Issue 10: Sports and Recreation

The Steve Tshwete Local Municipality does not have a unit that is dedicated to Sports and Recreation. This function is currently managed by the Department of Parks and Recreation. Provision for the commonly practiced sporting codes like rugby, soccer, tennis, cricket etc. is at a reasonably acceptable level in the urban areas. In the rural areas only graded soccer fields are provided. The need for the provision of sporting facilities in both the urban and rural areas is still great as has been indicated at most IDP meetings with communities. The availability of council and suitable land remains a problem.

All new township developments to include facilities for sport facilities and space for graded soccer fields (Min size 11000m²)

Priority Issue 11: Parks and Playing Equipment

The need for the provision of parks and playing equipment in both the urban and rural areas is still great as has been indicated at most IDP meetings with communities. The availability of council and suitable land remains a problem.

All new township developments to include facilities for parks of reasonable size (above 5000 m²)

The Municipality has well established Emergency Services for fire and rescue. The main station is in Middelburg and Hendrina having a new station built during the previous IDP term. An additional fire station is envisaged for Mhluzi in the near future, while satellite stations envisaged in Kranspoort and in the Industrial area in Middelburg to comply with the Regulations of South African National Standards, which require arrival at the scene of an emergency within at most 15 minutes.

Medical Emergency Services which handles ambulances is a function of Province. Ambulances servicing the Municipal area are stationed in Middelburg.

The Level 1 Disaster Management Plan, including the Contingency Plan has served before Council and has been provisionally approved.

Priority Issue 12: Buildings

The municipal buildings include amongst other things the provision of new municipal buildings and structures and the maintenance thereof. The municipality's success is dependent on the interaction with other departments to ensure accurate planning for new developments and maintenance of existing structures.

Priority Issue 13: Housing

The need for the provision of housing in urban as well as rural areas is a real one. With the birth of every individual comes the need for housing in later years. The Municipality has always made service land available for housing in the urban areas with the province giving a certain number of subsidies for RDP houses on an ongoing basis. The current backlog of 21 000 units gives an indication of the seriousness of the challenge in all the urban areas in the Municipality.

The informal settlements of Kwazamokuhle, Newtown, Uitkyk and Rondebosch (Vaalbank) pose a real challenge to the Municipality in terms of provision of housing units. Added to this are the households scattered all over the farm areas within the Municipality. The provision of houses in the rural areas has been delayed by the challenge of landownership. With the Municipality purchasing land for communities in the rural areas, it is expected that this need will be addressed.

The municipality is currently putting systems in place to comply with the National Housing Department Framework on Accreditation. As it stands the municipality will continue to perform the housing function on an agency basis (on behalf of the Province).

Priority Issue 14: Electricity

This municipality is in the process of upgrading the main intake substations to Middelburg, Hendrina and Kwazamokuhle to cater for the growing electricity demand as well as future developments. Two new intake substations are being erected in Aerorand and Nasaret. The Gholfsig main intake substation is also in the process of being upgraded.

The medium voltage network is reinforced and upgraded by replacing redundant switchgear and faulty cables and is also being expanded with the installation of new equipment and cables. On a yearly basis portions of low voltage overhead lines are removed and the reticulation is moved to be underground to improve the reliability of the supply.

The entire licensed electricity distribution area of Council is provided with area lighting (Streetlights/high masts).

Electricity is provided in all areas and new low cost houses are electrified on completion. There are areas where connections have been made to shacks which will have to be moved to the completed low cost houses. New developments are addressed as and when required.

Doornkop CPA area has not been electrified or provided with area lighting as the licensing has to be finalized through the Regulator (NERSA). The formal township must still be established.

In a study conducted on rural areas (2004) an indication is given that on average only 27% of the households in the rural areas have access to electricity. This leaves a massive 73% of the households having to rely on other sources of energy such as wood, coal, gas or paraffin thereby contributing significantly to air pollution. It is not only important but also necessary to provide for the needs of these households.

Investigations on the incorporation into the RED's are presently ongoing by means of an Asset Register and Ring fencing (Section 78, portions 1 – 4 is part of this process). As a result the Municipality deems the maintenance and management of assets as well as the Assets Registers as a priority to ensure optimal utilization of the assets and thereby providing a sustainable electricity supply to all consumers. The municipality is further developing and training Artisans in order to be authorized to work as Operators in the Electricity Distribution network.

Risk Assessments are being conducted on all aspects of the tasks being performed within the Electrical unit and thereby improving the safety of staff and equipment.

Free basic electricity is self targeting where the consumer must apply for a 20Amp (50kWh) connection for which one must collect a free token each month.

Priority Issue 15: Water

The Steve Tshwete Local Municipality has made great strides in providing this basic service to all households in the Municipal area. All households in the urban areas including those in the mine villages, Eskom towns and newly developed areas have access to clean drinking piped water.

The situation in farm areas and in informal settlements, however, is somewhat different in that not all households have access to this service. At this stage water is as far as possible delivered to farm dwellers by means of tanker trucks where the need exists. In the Uitkyk and Vaalbank informal settlements free basic water is supplied through a new pipe network. At Newtown and Kwazamokuhle the residents have access through shared communal water points situated within a radius of about ±150m. This supply is within Councils police for free basic services for informal settlements. The newly created rural villages at Bankfontein and Mafube will also be serviced according to this policy.

Priority Issue 16: Sanitation

The Municipality has made great advances in providing this basic service to all households. All households in the urban areas including those in the mine villages, Eskom towns and in newly developed townships have access to a waterborne sewer system.

The situation in farm areas and in informal settlements, however, is somewhat different in that not all households have access to this service. Whereas there are communities which have been supplied with Biological toilets like Doornkop for example, there are still those without access to proper sanitation. The need is greatest in farm informal settlements like Vaalbank (Evergreen) and Uitkyk area and on individual farms. Providing these households with proper sanitation facilities is therefore of utmost importance. The challenge in this case is that some of the informal dwellers are situated on private land and cannot be provided with a service without the consent of the farm owner. At Evergreen informal settlement a number of pit latrines were recently erected by the municipality. The newly established rural villages, Bankfontein and Mafube will provide an opportunity for under privileged farm dwellers to move to an area where basic services will be available

Priority Issue 17: Roads and Storm Water

A vigorous process of tarring roads in the past few years has left most of the roads in urban areas tarred. Provision is made in each financial year for the tarring of a certain number of kilometers of roads. New developments have also had their main roads tarred and storm water systems installed. The plan is to continue tarring more roads in the urban areas and to build gravel roads in the rural villages. It is also planned to pave each year as many side walks as the budget allows for. The huge increase in the price of bitumen products is however a challenge which means that lesser roads will be tarred with the funds that will be available in future budgets.

The bridges in the Municipal area are also assessed every two years to ensure the safe use thereof.

Roads in the rural areas are graded and maintained on a regular basis.

Priority Issue 18: Emergency Services

The Municipality has well established Emergency Services for fire and rescue. The main station is in Middelburg and Hendrina having a new station built during the previous financial year. An additional fire station is envisaged to be established which will serve Mhluzi area. Satellite stations are envisaged in Kranspoort and in the Industrial area in Middelburg to comply with the Regulations of South African National Standards, which require arrival at the scene of an emergency within at most 15 minutes.

Medical Emergency Services which handles ambulances is a function of Province. Ambulances servicing the Municipal area are stationed in Middelburg.

The Level 1 Disaster Management Plan, including the Contingency Plan has served before Council and has been provisionally approved.

Priority Issue 19: Safety and Security

The Traffic Department's core function is to ensure free flow of traffic and reduce collisions within MP313 area therefore ensuring safety in all our roads. Traffic Wardens are placed at strategic points to monitor scholar patrols and to ensure free flow of traffic. Traffic Officers are deployed in high accident risk areas for visibility and selective law enforcement.

The installation and maintenance of special calming measures also assist to maintain the free flow of traffic. The Department has awarded a tender for the upgrading of old and installation of new traffic signals.

The Hawkers Section deals with the monitoring and controlling of Hawkers to ensure that they comply with prescribed by-laws.

The Security Services is responsible for the safeguarding of Council's assets and employees.

Priority Issue 20: Licensing

The license Department is acting on behalf of the Province and our goal is to deliver a professional and efficient service, registering motor vehicles, making driver's and learners appointments. With the new Best Practice Model on the E-Natis system which is being implemented throughout South Africa the main goal is to stop corruption and fraud. The E-Natis system will show every transaction that was done on either a specific vehicle or on a person's name.

Priority Issue 21: Education and Libraries

On average the provision of educational facilities in the urban areas, mine and Eskom towns is of an acceptable standard. However, the previously disadvantaged schools still lack many basic resources like computers, sports facilities and so on.

Schools in the rural areas are located far from households which means that learners have to walk long distances before receiving an education. This unfavourable situation has, to a large extent been addressed by the Department of Education through the provision of scholar transport for learners. Poor educational resources, multi-grade classes are some of the challenges still prevalent in schools in the rural areas.

Library facilities are provided by the Municipality especially in the urban areas and Eskom towns. These are not adequate for the reading community. For instance in Mhluzi with more than thirteen schools and other members of the reading community there is currently only two libraries. The libraries are also not adequately resourced.

Rural areas do not have libraries at all and have to rely on those situated in town areas. This discourages library users and is also costly. However, the municipality has identified a need to built There is also a library built in Doornkop which is 25 km from town. This discourages library users and is also costly.

The municipality is engaging in to negotiations with the Provincial Department and business associations in an effort to secure funding which will be used to build additional libraries in rural areas and to augment facilities in existing libraries.

Priority Issue 22: Health and Environmental Management

The health services in the urban areas are provided through hospitals and clinics. There is still, however, a need for additional clinics in areas such as Mhluzi due to the ever growing population. The Municipality has one Provincial Hospital and one private hospital.

There are only 4 permanent clinics in four wards in these areas. The bulk of the citizens living in the rural areas are serviced by mobile clinics which visit 69 farm portions.

Great strides have been made towards complying with the National Environmental Management Act (NEMA). As prescribed in the Act, an Integrated Development Committee has been established to ensure that the Municipality protects and conserve its environment in a sustainable manner. More details on this aspect are contained in the Integration Phase elsewhere in this document.

Priority Issue 23: Gender and Social Development

Steve Tshwete Local Municipality recognises the increasing challenges in service delivery and the requirements of those who are poor, vulnerable and those with special need (HIV and AIDS, Children, Elderly Persons, Persons with Disabilities, Women and Youth). The collective responsibilities of the local municipality, departments, relevant stakeholders and the civil society will focus on providing services for the transversal issues to meet their expressed and felt needs.

Generally, the municipality has facilities, and services for the elderly persons, persons with disabilities, vulnerable children, orphans and programmes to respond to HIV and AIDS, in partnership with other spheres of government and other stakeholders.

The Steve Tshwete Local Municipality as a tier of government closer to the community is playing a role in an effort to prevent the spread of HIV and to mitigate the negative consequences of AIDS for communities. However challenges in terms of staff and knowing how best to respond to HIV and AIDS issues is still encountered.

One way of dealing with the challenges is through the established Aids Council which is chaired by a political representative, the Executive Mayor or the Member of the Mayoral Committee (MMC).

There are also three functional task teams for HIV and AIDS which focus on these priority issues:

- Education, Prevention, Awareness and Openness. The task team leader for the group is from the Correctional Services.
- Treatment, Care and Support for People living with HIV and AIDS (PLWHA), the task team leader for this group is from PLWHA.
- Care and Support for Orphans and Vulnerable Children (OVC), the task leader for this group is from the Victim Support Centre.

Priority Issue 24: Youth Development

Since the establishment of the Youth Advisory Centre a number of young people have been assisted on issues such as educational support, career guidance, job preparation, entrepreneurship development, and life skills and sports development.

The municipality is aiming to upgrade the centre by establishing a local youth unit which will ensure that challenges faced by young people are addressed.

In terms of educational support, the municipality will inter alia introduce and formalize after school learning programmes in which volunteers will assist learners on challenges experienced specifically on critical subjects.