

MUNICIPAL PUBLIC ACCOUNTS COMMITTEE (MPAC)

Private Bag X 5017, Klerksdorp, 2570, Tel: +27 18 473 8000, Fax: +27 18 473 8094

Website: www.kaundadistrict.gov.za, Civic Center, Patmore Road, Orkney

THE MPAC ANNUAL WORK PLAN OF 2022/23 FINANCIAL YEAR

Date	Time	Venue	Items of Discussion and activities	Required presence (apart from MPAC)	Relevant Legislation
12 July 2022	10h00	Community Room, Council Offices - Orkney	MPAC monthly meeting and interviews <ol style="list-style-type: none"> 1. Confirm readiness of the District on Annual Financial Statements and Annual Report submission at the end of August to AG 2. Going through compliance quarterly and monthly reports 3. Investigations and follow up on addressing UIFW and Consequence Management 4. Compile a compliance notice 	<ol style="list-style-type: none"> 1. Internal audit; 2. CFO, 3. Budget and Treasury Office official responsible for compiling the AFS 	<ol style="list-style-type: none"> 1. Municipal Systems Act (s 126) & MFMA (s46) 2. MFMA s32 and s71
25 and 26 July 2022	8:00	All local municipalities	District Support Meetings: Support locals on needs identified during the MPAC District Forum	MPAC Chairperson and the District MPAC support staff	<ol style="list-style-type: none"> 1. MPAC Forum terms of reference and 2. the MPAC toolkit
17 August 2022	10:00	Community Room, Council Offices - Orkney	MPAC monthly meeting and interviews <ol style="list-style-type: none"> 1. Investigations, progress review and follow up on UIFW and Consequence Management 2. Going through compliance monthly reports 3. Compile a compliance notice 	<ol style="list-style-type: none"> 1. MMCs, 2. MM 3. AND CFO 	<ol style="list-style-type: none"> 1. MFMA s32 and 71
1 September 2022	10h00	Council Chamber	District Forum: Support to the locals MPAC District Forum	<ol style="list-style-type: none"> 1. All MPAC Members in the District; 2. All MPAC Support Staff; 3. Provincial/National Treasury; 4. COGTA; 5. SALGA and; AG 	<ol style="list-style-type: none"> 1. IGRA 2. District MPAC Terms of reference 3. MSA
13 September 2022	10h00	Committee Room	MPAC monthly meeting <ol style="list-style-type: none"> 1. Compliance monthly reports 2. Investigations and follow up on addressing UIFW and Consequence Management 3. site inspections Investigations will be conducted on projects found in UIF&W register 4. Compile a compliance notice 	None	<ol style="list-style-type: none"> 1.MFMA s32 and 71

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06 October 2022	10:00	Council Chamber	MPAC Monthly meeting: <ol style="list-style-type: none"> Review / Confirm implementation of post audit action plan Compliance quarterly reports Compliance monthly reports Investigations, progress tracking and follow up on addressing UIFW and Consequence Management Compile a compliance notice 	<ol style="list-style-type: none"> Internal Audit & Audit Committee Chair support to MPAC 	<ol style="list-style-type: none"> MFMA (s166) Municipal Structures Act (s 56) MFMA s32 and s71
17 November 2022	10:00	Committee Room	MPAC Monthly meeting: <ol style="list-style-type: none"> Compliance monthly reports Investigations, progress tracking and follow up on addressing UIFW and Consequence Management Compile a compliance notice 	As per meeting focus	<ol style="list-style-type: none"> MFMA (s71 [1]) MFMA (52 & 166) Municipal Systems Act (s 34) Systems Act (s 21 [a])
13 December 2022	09:00	Committee Room	MPAC Monthly meeting: <ol style="list-style-type: none"> Compliance quarterly reports Compliance monthly reports Council resolution implementation tracking Compile a compliance notice 	None	<ol style="list-style-type: none"> MFMA (s71)
31 January 2023	09:00	Committee Room	MPAC Monthly meeting: <ol style="list-style-type: none"> Verify tabling and check if the AR was publicized and the community was invited for inputs Review/ Confirm the implementation of post audit annual action plan Review the 2nd Quarter performance reports of the MM & S 56 managers Check compliance on the half yearly reports Compile a compliance notice Approve the Oversight process plan and concept document 	None	<ol style="list-style-type: none"> MFMA (s 121 & 127) MFMA (s 129 & 130) Municipal MFMA (s 52,s 71 and s72) Municipal Systems Act (s 41 [1](e))
01 February 2023	10:00	Aganang and Star FM	Radio interviews and Public invites <ol style="list-style-type: none"> To invite the public to make representations on the AR Release a media statement 	Public meeting	<ol style="list-style-type: none"> MFMA (130 (2)) MFMA (s 129 (2)) Municipal Systems Act s21

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			3. Release a public notice of all the MPAC meetings where the Annual Report will be discussed		
02 February 2023	10:00	Committee Room/ Council Chamber	MPAC Oversight on the Annual Report Process <ol style="list-style-type: none"> Review the Annual Report and 1st draft of the oversight report on the AR Review oversight process plan Selection of sites to be inspected Write letters of invitation to management for interviews and site inspection Approve the Questionnaire on public participation and publicize it 	Public Meeting	<ol style="list-style-type: none"> MFMA (130 (2)) MFMA (s 129 (2))
07 February 2023	09h00	Council Chamber	MPAC Oversight on the Annual Report Process <ol style="list-style-type: none"> AG MPAC audit outcome briefing meeting Selection of sites to be inspected Write letters of invitation to the executive and management for the site inspection Include AG comments in the Oversight Report 	<ol style="list-style-type: none"> AG, SALGA, COGTA and TROIKA Public Meeting PPAC chairperson Chairperson of COGTA 	1. MFMA (s129 – 130)
9 and 10 February 2023	09h00	All local municipalities	MPAC Oversight on the Annual Report Process <ol style="list-style-type: none"> Project visits 	<ol style="list-style-type: none"> Officials from relevant departs Public Meeting 	1. Municipal Systems Act (s 21A)
14 February 2023	14:00	MPAC Support staff and relevant administrative units	Public participation plenary meetings <ol style="list-style-type: none"> Approve and commit to the different roles of all internal stakeholders during the public meeting 	<ol style="list-style-type: none"> MPAC Support staff and relevant administrative units 	
15, 16 and 17 February 2023	15:00	All local municipalities	MPAC Oversight on the Annual Report Process <ol style="list-style-type: none"> Oversight build-up programs Distribution of questionnaires Consider public inputs on the AR Interviews with MM & Section 56 Managers 	<ol style="list-style-type: none"> Ward committees, CDW, Ward councillor of the area visited Public Meeting 	<ol style="list-style-type: none"> MFMA (s129 – 130) Municipal Systems act chapter 4

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21 February 2023	09:00	Committee Room/ Council Chamber	MPAC Oversight on the Annual Report Process <ol style="list-style-type: none"> 1. Reading the Annual Report and writing management questions 2. Compilation of the Oversight Report for both the District and the Agency 3. MFMA financial compliance reports <p>Write letters of invitation to management for interviews</p>	1. Public Meeting	MFMA (130 (1) &(2)
02 March 2023	10:00	Committee Room / Council Chamber	MPAC Meeting Oversight on the AR <ol style="list-style-type: none"> 1. Consider management responses before the interviews. 2. Compilation of the Oversight Report for both the District and the Agency 	1. Public meeting	
07 March 2023	15:00	Ventersdorp (All wards in one meeting)	Public Meeting <ol style="list-style-type: none"> 1. Public Participation on the Annual Report 2. Distribution of questionnaires 	<ol style="list-style-type: none"> 1. Ward committees, 2. CDW, 3. Ward councillor of the area visited 4. Public Meeting <ol style="list-style-type: none"> 1. AG, 2. SALGA, 3. COGTA and 4. TROIKA 	1. Municipal Systems act chapter 4
09 March 2023	10:00	Council Chamber	<ol style="list-style-type: none"> 1. Interviews with Political heads and Management 2. Closing date for the questionnaires 	<ol style="list-style-type: none"> 1. Executive and all MMCs, 2. Speaker, 3. Whip, 4. Management 5. Public Meeting 	1. MFMA (130 (2))
10 and 13 March 2023	8:00	Whips Boardroom	Capturing of all questionnaires	<ol style="list-style-type: none"> 1. CBPs 2. Office of the speaker 	
14, 15 and 16 March 2023	10:00	Committee Room	MPAC meeting	meeting closed to the public	1. MFMA s32 and s129

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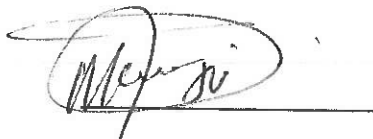
Date	Time	Venue	Items of Discussion and activities	Required presence (apart from MPAC)	Relevant Legislation
			1. Investigatory Report: Irregular, Fruitless and wasteful expenditure report finalization 2. Compile and Review draft oversight report on the AR for both the District and the Agency		
1 March 2023	10:00	Committee Room	MPAC meeting Committee adopt the Oversight Reports which will be tabled in Council	Public Meeting	
30 March 2023	10:00	Council Chambers	Council Meeting 1. Adoption of oversight reports with comments on AR by Council	1. Executive; 2. Management; 3. SALGA 4. COGTA 5. AG; 6. Public from local municipalities	1. MFMA (s131 (1)) 2. MFMA Sect 129 (1)
11 April 2023	10:00	Committee Room	MPAC monthly meeting 1. Verify submission of minutes of the AR meeting to the NT, PT, AG, legislature and COGTA by MM 2. Verify publication of the oversight report by the MM 3. Monthly budget statement 4. MPAC meeting investigatory Report: Irregular, Fruitless and wasteful expenditure report finalization 5. Verify submission of the approved IDP and Budget to the MEC for LG, NT, PT, AG and legislature 6. Verify public notification that the IDP and budget are adopted and are available for public consideration 7. Approve items of the district forum	None	1. Sec 132 MFMA 2. MFMA (52 & 66) Procurement Management Regs. 3. (14 (2)) MFMA (s 52) Municipal Systems Act (s 41 [1](e)) MFMA (52 & 66) Procurement Management Regs. (14 (2)) MFMA (s 52) Municipal Systems Act (s 41 [1](e)) MFMA (129 (3) MFMA (s71) MFMA (s24) Municipal Systems Act (s 25) 1. Municipal Systems Act (s 21)

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13 April 2023	10h00	Council Chamber	MPAC District Forum	All MPAC members in the district; support staff; GOCTA; Provincial Treasury; AG; SALGA	1. MPAC Forum terms of reference and the MPAC toolkit
25 and 26 April 2023	8:00	All local municipalities	District Support Meetings: 1. Support locals on needs identified during the MPAC District Forum.	MPAC Chairperson and the District MPAC support staff	1. MPAC Forum terms of reference and the MPAC toolkit
23 & 25 May 2023	10:00	Committee Room	MPAC Monthly meetings: 1. Investigations and dealing with UIFW and Consequence Management 2. Verify that Council adoption of the IDP / budget and those other required docs are published on the municipal website 3. Verify that SDBIP has been submitted to Mayor within 14 days of budget & IDP adoption 4. Verify that the draft performance agreements have been submitted to the Mayor within 14 days of budget & IDP adoption	As per meeting focus	1. MPAC Guidelines 2. Municipal Systems Act (s 21 A) and 3. MFMA (s75) 4. MFMA (s53)
06 June 23	10h00	Committee Room	MPAC Monthly meeting 1. Investigatory Report: Irregular, Fruitless and wasteful expenditure report finalization	None	1. MFMA s71



Clr MI Mangesi

MPAC Chairperson

Date: 29/07/2022