



human settlements

Department
Human Settlements
REPUBLIC OF SOUTH AFRICA

GOVAN MBEKI AWARDS APPLICATION FORM:

BEST ACCREDITED MUNICIPALITY (LEVEL 2)

Part A: Applicants Details

Province Name	
Municipal Name	
Municipal Physical Address	
Municipal Postal Address	
Contact Details	
Municipal Manager / Representative	
Title/Position	
Office Telephone	
Fax Number	
Cell phone	
E-mail address	
Signature:	Date:

Part B: Assessment Criteria

Municipal Accreditation Level 2

1. Inter-governmental coordination

1.1 Are there structures and processes in place to ensure reporting from the Municipality to the Province, to enable the Province to report to National on accreditation? Provide evidence as annexure 1.	Yes		1.2 Is the municipal IDP in line with other key planning instruments such as (a) District IDP, (b) PGDS, (c) Provincial Housing Strategies and Plans, d) National Plans and Planning Frameworks, and can evidence be provided of that alignment as annexure 2?	Yes		1.3 What is the status of implementation protocol on accreditation?	Signed	Not signed
	No			No				

2. Municipal Good Governance

2.1 Is there any council resolution supporting Accreditation (MMC for Housing, Speaker, Exec Mayor, and Chief Whip)?	Yes		2.2 Are there council-approved delegations in place? e.g for projects and programme management. Provide evidence as annexure 3.	Yes	
	No			No	

3. Subsidy and Beneficiary Management

3.1 Is there sufficient capacity in the municipality to undertake subsidy budget planning? Provide evidence as annexure 4.	Yes		3.2 Is there sufficient municipal capacity to operate HSS? Provide evidence as annexure 5.	Yes		3.3 Is there sufficient and effective community interface with beneficiaries? Provide evidence as annexure 6.	Yes	
	No			No			No	

Part B: Assessment Criteria

Municipal Accreditation Level 2

4. Planning and Research

4.1 Has the municipality conducted its own research to be able to verify the housing needs and planning assumptions, or does the municipality rely only on census data? Provide evidence as annexure 7 .	Conducted research		4.2 Is the HSP updated, approved by Council, and aligned to the IDP (included as a chapter in the IDP)?	Yes		4.3 Does the municipality have an updated land use management strategy in place to plan new residential developments? Provide evidence as annexure 8 .	Yes	
	Relies on census report			No			No	

5. Project and Programme Planning

5.1 Is the Human Settlement/Housing unit adequately structured to perform its functions? State additional capacity needed to carry out the accreditation functions under Part B: Additional Motivation below.	Yes		5.2 What capacity exists in the municipality to do project identification and evaluation (feasibility studies, EIAs)? e.g. town planners, project managers, engineers)		5.3 Are there agreed contract management procedures followed with all contractors?	Yes	
	No					No	
5.4 Are monthly reports of expenditure against budget and cash flow for all human settlement/ housing related costs per programme distributed in time to decision makers?	Yes		5.5 Are projects enrolled with relevant regulatory bodies' e.g NHBRC? Provide project enrolment numbers.			Yes	
	No					No	

Part B: Assessment Criteria

Municipal Accreditation Level 2

6. Financial Management

6.1 Is there a municipal own contribution to the budget of the municipal housing/human settlements unit?

Yes	
No	

6.2 Does the municipal accreditation business plan contain a comprehensive costing of operational funding requirements to carry out accreditation functions?

Yes	No

6.3 Are all human settlement/housing related queries in the **AG report** responded to in an adequate and timely manner?

Yes	
No	

Part B: Additional Motivation

In no more than 300 words, list and describe all the qualities that motivate why you believe you should be considered for this award. Please include information such as Consistency in Output, delivery of outputs on time, introducing new methods to improve service delivery and impact of output.

Date:

Checklist:

- Application form
- Annexure 1 -8
- Motivation

Consent form



human settlements

Department:
Human Settlements
REPUBLIC OF SOUTH AFRICA

GOVAN MBEKI AWARDS CONSENT FORM

APPLICANT:

Ientered the competition of the Govan Mbeki Awards
on thein application for the category of
.....at

Signature of Applicant:

Name:

Date:

PROVINCIAL COORDINATOR:

I acknowledge receiving the application form ofon the
..... at..... The applicant qualifies to enter in
this category The applicant has conformed to all the requirements
of this application form.

Signature of National :

Name:

Date: