2016/17

Midterm Section 72 Report



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# Mid-Term Reporting Legislation

***Section 72 (1) (a) of the MFMA outlines the requirements for mid‐year reporting.***

The Accounting Officer is required by the 25th January of each year to assess the performance of the municipality during the first half of the year taking into account:

* The monthly statements referred to in section 71 of the first half of the year;
* The municipalities service delivery performance during the first half of the financial year, and the service delivery targets and performance indicators set in the Service Delivery and Budget Implementation Plan;
* The past year’s annual report, and progress on resolving problems identified in the annual report; and,
* The performance of every municipal entity under the sole or shared control of the municipality, taking into account reports in terms of section 88 from any such entities.

***Section 54 outlines Budgetary Control and early identification of Financial problems, and states that:***

1. On receipt of a statement or report submitted by the accounting officer of the municipality in terms of section 71 or 72, the mayor must:
   1. Consider the statement or report;
   2. Check whether the municipality’s approved budget is implemented in accordance with the service delivery and budget implementation plan;
   3. Consider and, if necessary, make any revisions to the service delivery and budget implementation plan, provided that revisions to the service delivery targets and performance indicators in the plan may only be made with the approval of the council following approval of an adjustments budget;
   4. Issue any appropriate instructions to the accounting officer to ensure:
      1. that the budget is implemented in accordance with the service delivery and budget implementation plan; and
      2. that spending of funds and revenue collection proceed in accordance with the budget;
   5. Identify any financial problems facing the municipality, including any emerging or impending financial problems; and
   6. In the case of a section 72 report, submit the report to the council by 31 January of each year.
2. If the municipality faces any serious financial problems, the Mayor must:
   1. Promptly respond to and initiate any remedial or corrective steps proposed by the accounting officer to deal with such problems, which may include:
      1. steps to reduce spending when revenue is anticipated to be less than projected in the municipality’s approved budget;
      2. the tabling of an adjustments budget; or
      3. steps in terms of Chapter 13; and
   2. Alert the council and the MEC for local government in the province to those problems.
3. The mayor must ensure that any revisions of the service delivery and budget implementation plan are made public promptly.

***Chapter 13 (135) of MFMA – which outlines Resolution of Financial Problems; states that:***

1. The primary responsibility to avoid, identify and resolve financial problems in a municipality rests with the municipality itself.
2. A municipality must meet its financial commitments.
3. If a municipality encounters a serious financial problem or anticipates problems in meeting its financial commitments, it must immediately:
   * 1. Seek solutions for the problem;
     2. Notify the MEC for local government and the MEC for finance in the province; and
     3. Notify organised local government.

# PART 1: In-Year Report

This report has been prepared in terms of the Local Government: Municipal Finance Management Act Number 56 of 2003: Municipal Budget and Reporting Regulations, Government Gazette 32141, 17 April 2009.

## 1.1. Mayors Report

For the mid-year budget and performance assessment, the mayor's report must also provide \_

1. A summary of the past year's annual report, and progress on resolving problems identified in the annual report and the audit report;
2. A summary of any potential impact of the national adjustments budget and the relevant provincial
3. A recommendation as to whether an adjustments budget for the municipality is necessary

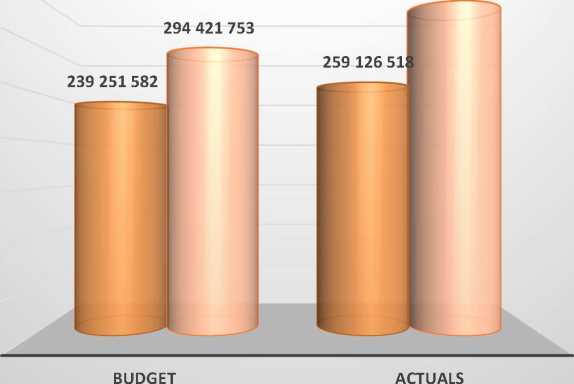
### 1.1.1. Summary Of The Previous Year's Annual Report

#### (a) Performance against Budgets

##### OPERATING INCOME BUDGET vs ACTUAL

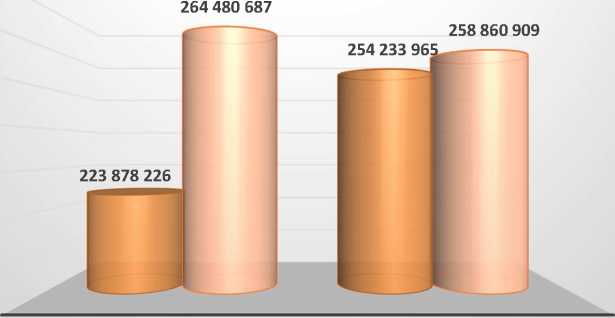
The following graph shows the Operating Income Budget versus Actuals for 2013/14 as well as the 2014/15 financial year. The Operating Income has increased by 32.1% from R259m to R342m. Mainly due to Contributed PPE to the amount of R52 million.

342 221 970



##### OPERATING EXPENDITURE BUDGET vs ACTUAL

The following graph shows the Operating Expenditure Budget versus Actuals for 2013/14 as well as the 2014/15 financial year. The Operating Expenditure has increased by 1.8% from R254m to R259m.



BUDGET

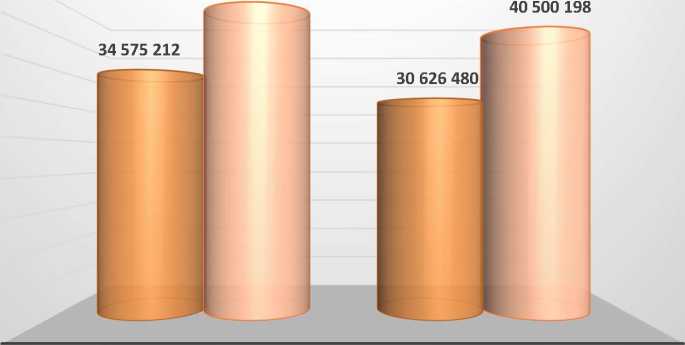
ACTUALS

* 2013/2014
* 2014/2015

#### (b) Percentage of Capital Budget Spent

##### CAPITAL EXPENDITURE BUDGET vs ACTUAL

92.6 % was spent on the Capital Budget during 2014/15. 0ne of the reasons for the under-expenditure was that the funds from MIG grants were not utilized in full. These funds were rolled-over during August for the 2015/2016 financial year. The following graph shows the Capital Expenditure Budget versus Actuals for 2013/14 as well as the 2014/15 financial year. The Capital Expenditure have increased by 32.2% from R31m to R41m.



### 1.1.2 Financial problems or risks facing the municipality

It is a known fact that due to the endemic poverty in the area under the jurisdiction of ANDM, the collection rate for municipal services and Rates debt is average. This has a detrimental effect on the municipality’s financial resources.

Financial administration should be the second most important focus point of ANDM Municipality with basic service delivery as the most important. Any additional resources should be directed at developing a financial administration turnover strategy. It must concentrate on in-service training and assistance on every aspect of financial administration with detail to the lowest level and administrative powers be delegated to the lowest level without impeding on proper internal control.

### 1.1.3: Remedial Action taken on Audit Outcomes of Prior Year

ANDM Local Municipality had an unqualified audit report with Emphasis of matters.

The Municipality put extensive effort into implementing the recommendations in respect of prior year’s findings that were made during the previous audit. All the audit recommendations are within the Audit Action Plan where progress is regularly monitored. The Audit Action Plan form part of the 2015/16 Annual Report.

The annual report of the 2015/16 financial year is covered in a separate report to Council. Any problems and/or corrective actions identified in the oversight by Council will be monitored and actioned for correction in the current financial year.

### 1.1.4. Mid-Year Performance Assessment Municipal Adjustments Budgets

A municipality may revise an approved annual budget through an adjustments budget.

An adjustments budget—

* Must adjust the revenue and expenditure estimates downwards if there is material under-collection of revenue during the current year;
* May appropriate additional revenues that have become available over and above those anticipated in the annual budget, but only to revise or accelerate spending programs already budgeted for;
* May, within a prescribed framework, authorize unforeseeable and unavoidable expenditure recommended by the mayor of the municipality;
* May authorize the utilization of projected savings in one vote towards spending under another vote;
* May authorize the spending of funds that were unspent at the end of the past financial year where the under­spending could not reasonably have been foreseen at the time to include projected roll-overs when the annual budget for the current year was approved by the council;
* May correct any errors in the annual budget; and
* May provide for any other expenditure within a prescribed framework.

“An adjustment budget may be tabled in the Municipal Council at any time after the Mid-year Budget and Performance Assessment has been tabled in the Council, but not later than 28 February of each year. Furthermore, except under certain circumstances only one adjustment budget may be tabled in Council during a financial year.”

#### Revenue by source

Year-to-date revenue accrued amounts to R141 673 million, 1 % or R1 239 million below year-to-date budget projections of R142 912 million for December 2016. The underperformance if due to, Interest earned - External Investments, Interest earned - Outstanding Debtors, income that are expected to increase during the course of the financial year as well as Transfers recognised - operational that will increase as operating grant expenditure increase, hence more income will be recognised as revenue in the Statement of Financial Performance. (C4)

#### Operating expenditure by type

Total expenditure amounts to R123 731 million, R11 856 million, below year-to-date budget projections for December 2015. The variance can be attributed to the Eskom bulk electricity account for December 2015 amounting to R3 992 million that will only be paid in January and operating expenditure specifically relating to the Integrated National Electrification Programme Grant (INEP) and Energy Efficiency, Demand Side Management Grant (EEDSMG) and Municipal Systems Improvement Grant that is expected to pick up during the course of the financial year. (C4)

#### Capital expenditure

Year-to-date expenditure on capital amounts to R7 695 million, or 36%, of a total adjustment budget of R21 319 million. (C5)

#### Cash flows

The municipality started the year with a positive projected cash & cash equivalents balance of R13 116 million. The cash and cash equivalents increased by R21 087 million during December resulting in a closing balance of R34 203 million. This is attributable to operating and capital grant receipts from National and Provincial Government.

#### SDBIP overall performance

The municipality met 69.23% (9 of 13) of the applicable 13 KPI’s for the period as at 31 December 2015. The remainder of the KPI’s (27) on the Top Layer SDBIP out of the total number of 40 KPI’s do not have targets for this period and will be reported on in future quarters when they are due. Only 4 (4 of 13) KPI targets were not achieved as at 31 December 2015 of which the details are included in the tables below.

#### Potential impact of the national and provincial adjustments budget

The provincial government adjustments budgets will impact on the municipality’s adjustment budget as it contains revised to allocations to ANDM Municipality.

#### An adjustment budget is required due to the following:

##### 1. Revenue

BTO to Narrate and add figures

##### 2. Expenditure

##### BTO to Narrate and add figures

##### 3. Capital Expenditure

BTO to Narrate and add figures

##### 4. Summary

### 1.1.5. Conclusion

The mid-year budget and performance assessment indicates that:

1. An adjustments budget for 2015/16 will be prepared and this must be approved by Council by no later than 28 February 2016; and
2. The revised SDBIP which forms the basis for the mid-year performance assessments must include adjustments necessitated by a review of the predetermined objectives and adjustments as a result of the adjustments budget, must be approved by Council,

COUNCILLOR EXECUTIVE MAYOR

## 1.2. Resolutions

If the mid-year review is tabled in the municipal council, resolutions dealing with at least the Following matters must be prepared and presented as part of the documentation, as may be relevant-

1. Take note of the monthly budget statement and any supporting documents;
2. Take note of the quarterly report on the implementation of the budget and the financial affairs for the municipality referred to in section 52(d) of the Act:
3. Take note of the mid-year budget and performance assessment referred to in section 72 of the Act;
4. Take note of the in-year reports of any municipal entities
5. Any other resolutions that may be required

#### Mid-Year Budget And Performance Report Recommendation:

That Council take cognizance of the 2016/1y Mid-Year Budget and Performance Assessment as tabled in terms of Section 54 of the Municipal Finance Management Act

That a revised budget for 2015/16 be submitted to Council to accommodate all new allocations and any other adjustments to the budget as well as the Service Delivery Budget and Implementation Plan.

## 1.3. Executive Summary

The executive summary of the mid-year budget and performance assessment must, in addition to the information in executive summary of the monthly budget statement as well as on the quarterly report on the implementation of the budget and the financial affairs for the municipality provide a summary of the impact of the national adjustments budget and the relevant provincial adjustments budget.

### 1.3.1. Introduction

The Mid-Year Review has been prepared in terms of the Municipal Budget and Reporting Regulations (as per the prescribed formats)

It must be noted that in all instances where the tables contained within this report include the audited outcomes for 2014/15 that these results are based on the audited annual financial statements that were audited by the Auditor General in accordance with Section 126 (3) of the Municipal Finance Management Act.

### 1.3.2. Budget Overview

#### Operating Revenue

BTO to narrate on variances

| **Description**  **R thousands** | **Ref** | **2014/15** | **Budget Year 2015/16** | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Audited  Outcome | Original  Budget | Adjusted  Budget | Monthly  actual | YearTD  actual | YearTD  budget | YTD  variance | YTD  variance  % | Full Year Forecast |
| Revenue By Source |  |  |  |  |  |  |  |  |  |  |
| Property rates |  |  |  |  |  |  |  |  |  |  |
| Property rates - penalties & collecton charges |  |  |  |  |  |  |  |  |  |  |
| Service charges - electncity revenue |  |  |  |  |  |  |  |  |  |  |
| Service charges - water revenue |  |  |  |  |  |  |  |  |  |  |
| Serv ice charges - sanitation revenue |  |  |  |  |  |  |  |  |  |  |
| Service charges - refuse revenue |  |  |  |  |  |  |  |  |  |  |
| Service charges - other |  |  |  |  |  |  |  |  |  |  |
| Rental of facilites and equipment |  |  |  |  |  |  |  |  |  |  |
| Interest earned - external investments |  |  |  |  |  |  |  |  |  |  |
| Interest earned - outstanding debtors |  |  |  |  |  |  |  |  |  |  |
| Dividends received |  |  |  |  |  |  |  |  |  |  |
| Fines |  |  |  |  |  |  |  |  |  |  |
| Licences and permits |  |  |  |  |  |  |  |  |  |  |
| Agency services |  |  |  |  |  |  |  |  |  |  |
| Transfers recognised - operational |  |  |  |  |  |  |  |  |  |  |
| Other revenue |  |  |  |  |  |  |  |  |  |  |
| Gains on disposal of PPE |  |  |  |  |  |  |  |  |  |  |
| Total Revenue (excluding capital transfers and contributions) | |  |  |  |  |  |  |  |  |  |

#### Operating Expenditure

BTO to narrate on variances

| **Description**  **Rthousands** | **Ref** | **2014/15** | **Budget Year 2015/16** | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Audited  Outcome | Original  Budget | Adjusted  Budget | Monthly  actual | YearTD  actual | YearTD  budget | YTD  variance | YTD  variance  % | Full Year Forecast |
| Expenditure By Type |  |  |  |  |  |  |  |  |  |  |
| Employee related costs |  |  |  |  |  |  |  |  |  |  |
| Remuneration of councillors |  |  |  |  |  |  |  |  |  |  |
| Debt impairment |  |  |  |  |  |  |  |  |  |  |
| Depreciation & asset impairment |  |  |  |  |  |  |  |  |  |  |
| Finance charges |  |  |  |  |  |  |  |  |  |  |
| Bulk purchases |  |  |  |  |  |  |  |  |  |  |
| Other materials |  |  |  |  |  |  |  |  |  |  |
| Contracted services |  |  |  |  |  |  |  |  |  |  |
| Transfers and grants |  |  |  |  |  |  |  |  |  |  |
| Other expenditure |  |  |  |  |  |  |  |  |  |  |
| Loss on disposal of PPE |  |  |  |  |  |  |  |  |  |  |
| Total Expenditure |  |  |  |  |  |  |  |  |  |  |

#### Capital Expenditure

BTO to narrate on variances

## 1.4. In Year Budget Tables

If a municipality does not have any municipal entities, the in-year budget statement tables must consist of the tables must consist of the tables in the First Attachment to this Schedule, namely-

|  |  |
| --- | --- |
| Table | Description |
| C1 | s71 Monthly Budget Statement |
| C2 | Monthly Budget Statement -Financial Performance (standard classification) |
| C3 | Monthly Budget Statement- Financial Performance (revenue and expenditure) |
| C4 | Monthly Budget Statement- (revenue and expenditure) |
| C5 | Monthly Budget Statement-Capital Expenditure (municipal vote, standard classification and funding) |
| C6 | Monthly Budget Statement-Financial Position |
| C7 | Monthly Budget Statement-Cash-flow |

The tables included in section 1.4 to the end of this report are from the ***' Schedule Monthly Budget Statement'***

### 1.4.1. Table C1:s71 Monthly Budget Statement Summary

| DC44 Alfred Nzo - Table C1 Monthly Budget Statement Summary - M06 December | | | | | |  | |  | |  | |  | |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Description | 2015/16 | | Budget Year 2016/17 | | | | | | | | | | | |
| Audited Outcome | Original Budget | Adjusted Budget | Monthly actual | YearTD actual | | YearTD budget | | YTD variance | | YTD variance | | Full Year Forecast | |
| R thousands |  |  |  |  |  | |  | |  | | % | |  | |
| Financial Performance |  |  |  |  |  | |  | |  | |  | |  | |
| Property rates | 0 | 0 | 0 | 0 | 0 | | 0 | | 0 | |  | | 0 | |
| Service charges | 15837133.93 | 26509000 | 0 | 1828668.75 | 11468036.42 | | 13254499.92 | | -1786464 | | -0.13478 | | 15591053.52 | |
| Investment revenue | 11871083.44 | 8000000 | 0 | 613218.25 | 5477407.18 | | 4000000.02 | | 1477407 | | 0.369352 | | 9219187.56 | |
| Transfers recognised - operational | 374330897.2 | 395497000 | 0 | 125435672 | 288575499.7 | | 197748500.1 | | 90827000 | | 0.459306 | | 325713993.2 | |
| Other own revenue | -17201080.1 | -13100080 | 0 | 1044500.36 | 1367612.4 | | -6550039.98 | | 7917652 | | -1.20879 | | 409189.92 | |
| Total Revenue (excluding capital transfers and contributions) | **384838034.5** | **416905920** | **0** | **128922059.4** | **306888555.7** | | **208452960.1** | | **98435596** | | **0.47222** | | **350933424.2** | |
| Employee costs | 194838241.4 | 212082474 | 0 | 16410482.03 | 103404914.3 | | 106041236.8 | | -2636323 | | -0.02486 | | 138230278.1 | |
| Remuneration of Councillors | 8480505.59 | 9293962 | 0 | 817594.01 | 4312405.25 | | 4646980.98 | | -334576 | | -0.072 | | 5495806.32 | |
| Depreciation & asset impairment | 58635747.98 | 55000000 | 0 | 0 | 0 | | 27499999.98 | | -2.7E+07 | | -1 | | 0 | |
| Finance charges | 7039572.21 | 36369175 | 0 | 0 | 798545.21 | | 18184587.48 | | -1.7E+07 | | -0.95609 | | 1595301.96 | |
| Materials and bulk purchases | 35791814.27 | 94232150 | 0 | 10812924.24 | 71948666.59 | | 47116075.02 | | 24832592 | | 0.527051 | | 88161235.56 | |
| Transfers and grants | 0 | 0 | 0 | 0 | 0 | | 0 | | 0 | |  | | 0 | |
| Other expenditure | 213428620.5 | 252665266 | 0 | 11706083.82 | 84681040.19 | | 126332633.6 | | -4.2E+07 | | -0.3297 | | 109753706.3 | |
| Total Expenditure | **518214501.9** | **659643027** | **0** | **39747084.1** | **265145571.5** | | **329821513.9** | | **-6.5E+07** | | **-0.19609** | | **343236328.2** | |
| Surplus/(Deficit) | **-133376467** | **-242737107** | **0** | **89174975.25** | **41742984.2** | | **-121368554** | | **1.63E+08** | | **-1.34394** | | **7697096.04** | |
| Transfers recognised - capital | 530710510.7 | 1704131000 | 0 | 100724802.1 | 253907763.1 | | 852065500.1 | | -6E+08 | | -0.70201 | | 130082695 | |
| Contributions & Contributed assets | 1430028.26 | 0 | 0 | 0 | 0 | | 0 | | 0 | |  | | 0 | |
| Surplus/(Deficit) after capital transfers & contributions | **398764071.5** | **1461393893** | **0** | **189899777.4** | **295650747.3** | | **730696946.3** | | **-4.4E+08** | | **-0.59539** | | **137779791** | |
| Share of surplus/ (deficit) of associate | 0 | 0 | 0 | 0 | 0 | | 0 | | 0 | |  | | 0 | |
| Surplus/ (Deficit) for the year | **398764071.5** | **1461393893** | **0** | **189899777.4** | **295650747.3** | | **730696946.3** | | **-4.4E+08** | | **-0.59539** | | **137779791** | |
|  |  |  |  |  |  | |  | |  | |  | |  | |
| Capital expenditure & funds sources |  |  |  |  |  | |  | |  | |  | |  | |
| Capital expenditure | **0** | **1461393752** | **0** | **55943290.11** | **255648043.1** | | **730696876** | | **-4.8E+08** | | **-0.65013** | | **930305103.7** | |
| Capital transfers recognised | 0 | 0 | 0 | 0 | 0 | | 0 | | 0 | |  | | 0 | |
| Public contributions & donations | 0 | 0 | 0 | 0 | 0 | | 0 | | 0 | |  | | 0 | |
| Borrowing | 0 | 0 | 0 | 0 | 0 | | 0 | | 0 | |  | | 0 | |
| Internally generated funds | **0** | **0** | **0** | **0** | **0** | | **0** | | **0** | |  | | **0** | |
| Total sources of capital funds | **0** | **0** | **0** | **0** | **0** | | **0** | | **0** | |  | | **0** | |
|  |  |  |  |  |  | |  | |  | |  | |  | |
| Financial position |  |  |  |  |  | |  | |  | |  | |  | |
| Total current assets | 174606813.8 | 0 | 0 |  | 192020330.3 | |  | |  | |  | | 2347948005 | |
| Total non current assets | 2832284014 | 1461393752 | 0 |  | 3087608810 | |  | |  | |  | | 29217696340 | |
| Total current liabilities | 1728106941 | 0 | 0 |  | 214744458 | |  | |  | |  | | 2681547433 | |
| Total non current liabilities | 34359582.74 | 0 | 0 |  | 19716986.53 | |  | |  | |  | | 197169865.3 | |
| Community wealth/Equity | **1410453434** | **1461393893** | **0** |  | **386582756.1** | |  | |  | |  | | **2106722146** | |
|  |  |  |  |  |  | |  | |  | |  | |  | |
| Cash flows |  |  |  |  |  | |  | |  | |  | |  | |
| Net cash from (used) operating | 1276319799 | -604643027 | 0 | 189899776 | 305707622.8 | | -302321514 | | -6.1E+08 | | 2.0112 | | 697312736.3 | |
| Net cash from (used) investing | -93754732.3 | -1461393752 | 0 | -55943290.1 | -257330385 | | -260141438 | | -2811053 | | 0.010806 | | -1353120300 | |
| Net cash from (used) financing | 22205020.66 | 0 | 0 | 0 | 3041663 | | 0 | | -3041663 | | #DIV/0! | | 230261824.3 | |
| Cash/cash equivalents at the month/year end | **1204770087** | **-2066036779** | **0** | **0** | **87794214.23** | | **-562462951** | | **-6.5E+08** | | **1.156089** | | **-389170426** | |
|  |  |  |  |  |  | |  | |  | |  | |  | |
| Debtors & creditors analysis | **0-30 Days** | **31-60 Days** | **61-90 Days** | **91-120 Days** | **121-150 Dys** | | **151-180 Dys** | | **181 Dys-1 Yr** | | **Over 1Yr** | | **Total** | |
| Debtors Age Analysis |  |  |  |  |  | |  | |  | |  | |  | |
| Total By Income Source | 1834644.18 | 1754032 | 1780982.1 | 2359604.28 | 2016818.94 | | 112037156.3 | | 0 | | 0 | | 121783237.8 | |
| Creditors Age Analysis |  |  |  |  |  | |  | |  | |  | |  | |
| Total Creditors | 1856746.43 | 5184609.43 | 54620.4 | 156941.68 | 17258187.09 | | 0 | | 0 | | 0 | | 24511105.03 | |
|  |  |  |  |  |  | |  | |  | |  | |  | |

### 1.4.2. Table C2:s71 Monthly Budget Statement -Financial Performance

This table reflects the operating budget (Financial Performance) in the standard classifications which are the Government Finance Statistics Functions and Sub-functions. These are used by National Treasury to assist the compilation of national and international accounts for comparison purposes, regardless of the unique organizational structures used by the different institutions.

| DC44 Alfred Nzo - Table C2 Monthly Budget Statement - Financial Performance (standard classification) - M06 December | | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Description | Ref | 2015/16 | Budget Year 2016/17 |  |  |  |  |  |  |  |
| Audited Outcome | Original Budget | Adjusted Budget | Monthly actual | YearTD actual | YearTD budget | YTD variance | YTD variance | Full Year Forecast |
| R thousands | 1 |  |  |  |  |  |  |  | % |  |
| Revenue - Standard |  |  |  |  |  |  |  |  |  |  |
| Governance and administration |  | **852600699.2** | **2094527920** | **0** | **227818192.7** | **549328282.4** | **1047263960** | -5E+08 | -0.47546 | **465425065.7** |
| Executive and council |  | 1430028.26 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Budget and treasury office |  | 851170671 | 2094527920 | 0 | 227818192.7 | 549328282.4 | 1047263960 | -5E+08 | -0.47546 | 465425065.7 |
| Trading services |  | **42737143.62** | **26509000** | **0** | **1828668.75** | **11468036.42** | **13254499.92** | -1786464 | -0.13478 | **15591053.52** |
| Water |  | 42737143.62 | 26509000 | 0 | 1828668.75 | 11468036.42 | 13254499.92 | -1786464 | -0.13478 | 15591053.52 |
| Total Revenue - Standard | 2 | **895337842.9** | **2121036920** | **0** | **229646861.5** | **560796318.8** | **1060518460** | **-5E+08** | **-0.47121** | **481016119.2** |
|  |  |  |  |  |  |  |  |  |  |  |
| Expenditure - Standard |  |  |  |  |  |  |  |  |  |  |
| Governance and administration |  | **244090767.8** | **261594271** | **0** | **9425695.2** | **87080897.49** | **130797135.7** | -4.4E+07 | -0.33423 | **118156435.1** |
| Executive and council |  | 63163115.31 | 76795994 | 0 | 6575094.86 | 35195065.38 | 38397997.32 | -3202932 | -0.08341 | 44020910.28 |
| Budget and treasury office |  | 158827752.3 | 120245784 | 0 | 713912.89 | 31278306.11 | 60122891.88 | -2.9E+07 | -0.47976 | 42333899.52 |
| Corporate services |  | 22099900.16 | 64552493 | 0 | 2136687.45 | 20607526 | 32276246.52 | -1.2E+07 | -0.36153 | 31801625.28 |
| Community and public safety |  | **61241296.78** | **73167682** | **0** | **4289602.58** | **31742572.73** | **36583840.92** | -4841268 | -0.13233 | **44202171.6** |
| Community and social services |  | 61241296.78 | 70267682 | 0 | 4289602.58 | 31532816.01 | 35133840.96 | -3601025 | -0.10249 | 43860369.24 |
| Sport and recreation |  | 0 | 900000 | 0 | 0 | 209756.72 | 449999.94 | -240243 | -0.53387 | 341802.36 |
| Public safety |  | 0 | 2000000 | 0 | 0 | 0 | 1000000.02 | -1000000 | -1 | 0 |
| Economic and environmental services |  | **17539545.38** | **49792750** | **0** | **5866064.35** | **10168025.16** | **24896375.04** | -1.5E+07 | -0.59159 | **7005323.76** |
| Planning and development |  | 17539545.38 | 49792750 | 0 | 5866064.35 | 10168025.16 | 24896375.04 | -1.5E+07 | -0.59159 | 7005323.76 |
| Trading services |  | **157479345.8** | **275088324** | **0** | **20165721.97** | **136154076.1** | **137544162.2** | -1390086 | -0.01011 | **173872397.8** |
| Water |  | 157479345.8 | 275088324 | 0 | 20165721.97 | 136154076.1 | 137544162.2 | -1390086 | -0.01011 | 173872397.8 |
| Total Expenditure - Standard | **3** | **480350955.7** | **659643027** | **0** | **39747084.1** | **265145571.5** | **329821513.9** | **-6.5E+07** | **-0.19609** | **343236328.2** |
| Surplus/ (Deficit) for the year |  | **414986887.1** | **1461393893** | **0** | **189899777.4** | **295650747.3** | **730696946.3** | **-4.4E+08** | **-0.59539** | **137779791** |

### 1.4.3. Table C3:s71 Monthly Budget Statement -Financial Performance

***(Revenue and expenditure by municipal vote)***

The operating expenditure budget is approved by Council on the municipal vote level.

The municipal votes reflect the organizational structure of the municipality which is made up of the following Directorates:

* Office of the Municipal Manager
* Corporate Service
* Budget & Treasury Office
* Community Development Services
* Infrastructure Development and Municipal Services
* Planning and Economic Development

| DC44 Alfred Nzo - Table C3 Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote) - M06 December | | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Vote Description | Ref | 2015/16 | Budget Year 2016/17 | | | | | | | |
|  | Audited Outcome | Original Budget | Adjusted Budget | Monthly actual | YearTD actual | YearTD budget | YTD variance | YTD variance | Full Year Forecast |
| R thousands |  |  |  |  |  |  |  | % |  |
| Revenue by Vote | 1 |  |  |  |  |  |  |  |  |  |
| Vote 1 - Executive and Council |  | 1430028.26 |  |  |  |  |  |  |  |  |
| Vote 2 - Planning and Development |  |  |  |  |  |  |  |  |  |  |
| Vote 3 - Budget and Treasury |  | 915658659.2 | 2123036920 |  | 229646861.5 | 560796318.8 | 1061518460 | -5E+08 | -0.4717 | 481016119.2 |
| Vote 4 - Technical Services |  | -42800.03 | -2000000 |  |  |  | -1000000.02 | 1000000 | -1 |  |
| Vote 5 - Community Services |  |  |  |  |  |  |  |  |  |  |
| Vote 6 - Corporate Services |  |  |  |  |  |  |  |  |  |  |
| Total Revenue by Vote | 2 | **917045887.4** | **2121036920** |  | **229646861.5** | **560796318.8** | **1060518460** | **-5E+08** | **-0.47121** | **481016119.2** |
|  |  |  |  |  |  |  |  |  |  |  |
| Expenditure by Vote | 1 |  |  |  |  |  |  |  |  |  |
| Vote 1 - Executive and Council |  | 63163115.31 | 76795994 |  | 6575094.86 | 35213769.72 | 38397997.32 | -3184228 | -0.08293 | 44058318.96 |
| Vote 2 - Planning and Development |  | 17539545.38 | 49792750 |  | 5866064.35 | 10149320.82 | 24896375.04 | -1.5E+07 | -0.59234 | 6967915.08 |
| Vote 3 - Budget and Treasury |  | 158827752.3 | 120245784 |  | 3713912.89 | 37278306.11 | 60122891.88 | -2.3E+07 | -0.37996 | 48333899.52 |
| Vote 4 - Technical Services |  | 166104619.2 | 275088324 |  | 17165721.97 | 130154076.1 | 137544162.2 | -7390086 | -0.05373 | 167872397.8 |
| Vote 5 - Community Services |  | 62016076.78 | 73167682 |  | 4289602.58 | 31742572.73 | 36583840.92 | -4841268 | -0.13233 | 44202171.6 |
| Vote 6 - Corporate Services |  | 22099900.16 | 64552493 |  | 2136687.45 | 20607526 | 32276246.52 | -1.2E+07 | -0.36153 | 31801625.28 |
| Total Expenditure by Vote | 2 | **489751009.1** | **659643027** |  | **39747084.1** | **265145571.5** | **329821513.9** | **-6.5E+07** | **-0.19609** | **343236328.2** |
| Surplus/ (Deficit) for the year | 2 | **427294878.3** | **1461393893** |  | **189899777.4** | **295650747.3** | **730696946.3** | **-4.4E+08** | **-0.59539** | **137779791** |

### 1.4.4. Table C4:s71 Monthly Budget Statement -Financial Performance

***(Revenue and expenditure by type)***

| DC44 Alfred Nzo - Table C4 Monthly Budget Statement - Financial Performance (revenue and expenditure) - M06 December | | | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Description | Ref | 2015/16 | | | | | Budget Year 2016/17 | | | | |
| Audited Outcome | Original Budget | Adjusted Budget | Monthly actual | YearTD actual | | YearTD budget | YTD variance | YTD variance | Full Year Forecast |
| R thousands |  |  |  |  |  |  | |  |  | % |  |
| Revenue By Source |  |  |  |  |  |  | |  |  |  |  |
| Property rates |  | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |  | 0 |
| Property rates - penalties & collection charges |  | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |  | 0 |
| Service charges - electricity revenue |  | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |  | 0 |
| Service charges - water revenue |  | 14433081.77 | 23750000 | 0 | 1506193.44 | 9555654.66 | | 11874999.96 | -2319345 | -0.19531 | 13067471.28 |
| Service charges - sanitation revenue |  | 1404052.16 | 2759000 | 0 | 322475.31 | 1912381.76 | | 1379499.96 | 532881.8 | 0.386286 | 2523582.24 |
| Service charges - refuse revenue |  | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |  | 0 |
| Service charges - other |  | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |  | 0 |
| Rental of facilities and equipment |  | 233980.07 | 344920 | 0 | 26219.01 | 131095.05 | | 172460.04 | -41365 | -0.23985 | 157314.12 |
| Interest earned - external investments |  | 11871083.44 | 8000000 | 0 | 613218.25 | 5477407.18 | | 4000000.02 | 1477407 | 0.369352 | 9219187.56 |
| Interest earned - outstanding debtors |  | 9836961.14 | 0 | 0 | 0 | 0 | | 0 | 0 |  | 0 |
| Dividends received |  | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |  | 0 |
| Fines |  | -1665159.06 | 0 | 0 | 0 | 0 | | 0 | 0 |  | 0 |
| Licences and permits |  | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |  | 0 |
| Agency services |  | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |  | 0 |
| Transfers recognised - operational |  | 374330897.2 | 395497000 | 0 | 125435672 | 288575499.7 | | 197748500.1 | 90827000 | 0.459306 | 325713993.2 |
| Other revenue |  | 955459.23 | -13445000 | 0 | 1018281.35 | 1236517.35 | | -6722500.02 | 7959017 | -1.18394 | 251875.8 |
| Gains on disposal of PPE |  | -26562321.5 | 0 | 0 | 0 | 0 | | 0 | 0 |  | 0 |
| Total Revenue (excluding capital transfers and contributions) |  | **384838034.5** | **416905920** | **0** | **128922059.4** | **306888555.7** | | **208452960.1** | **98435596** | **0.47222** | **350933424.2** |
|  |  |  |  |  |  |  | |  |  |  |  |
| Expenditure By Type |  |  |  |  |  |  | |  |  |  |  |
| Employee related costs |  | 194838241.4 | 212082474 | 0 | 16410482.03 | 103404914.3 | | 106041236.8 | -2636323 | -0.02486 | 138230278.1 |
| Remuneration of councillors |  | 8480505.59 | 9293962 | 0 | 817594.01 | 4312405.25 | | 4646980.98 | -334576 | -0.072 | 5495806.32 |
| Debt impairment |  | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |  | 0 |
| Depreciation & asset impairment |  | 58635747.98 | 55000000 | 0 | 0 | 0 | | 27499999.98 | -2.7E+07 | -1 | 0 |
| Finance charges |  | 7039572.21 | 36369175 | 0 | 0 | 798545.21 | | 18184587.48 | -1.7E+07 | -0.95609 | 1595301.96 |
| Bulk purchases |  | 5349606.63 | 4500000 | 0 | 556024.39 | 2314856.99 | | 2250000 | 64856.99 | 0.028825 | 2350197.24 |
| Other materials |  | 30442207.64 | 89732150 | 0 | 10256899.85 | 69633809.6 | | 44866075.02 | 24767735 | 0.552037 | 85811038.32 |
| Contracted services |  | 12652754.52 | 109695960 | 0 | 5497016.77 | 37723841.88 | | 54847980.3 | -1.7E+07 | -0.31221 | 44183146.92 |
| Transfers and grants |  | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |  | 0 |
| Other expenditure |  | 200775865.9 | 142969306 | 0 | 6209067.05 | 46957198.31 | | 71484653.28 | -2.5E+07 | -0.34311 | 65570559.36 |
| Loss on disposal of PPE |  | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |  | 0 |
| Total Expenditure |  | **518214501.9** | **659643027** | **0** | **39747084.1** | **265145571.5** | | **329821513.9** | **-6.5E+07** | **-0.19609** | **343236328.2** |
|  |  |  |  |  |  |  | |  |  |  |  |
| Surplus/(Deficit) |  | **-133376467** | **-242737107** | **0** | **89174975.25** | **41742984.2** | | **-121368554** | **1.63E+08** | **-1.34394** | **7697096.04** |
| Transfers recognised - capital |  | 530710510.7 | 1704131000 | 0 | 100724802.1 | 253907763.1 | | 852065500.1 | -6E+08 | **-0.70201** | 130082695 |
| Contributions recognised - capital |  | 1430028.26 | 0 | 0 | 0 | 0 | | 0 | 0 |  | 0 |
| Contributed assets |  | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |  | 0 |
| Surplus/(Deficit) after capital transfers & contributions |  | **398764071.5** | **1461393893** | **0** | **189899777.4** | **295650747.3** | | **730696946.3** |  |  | **137779791** |
| Taxation |  | 0 | 0 | 0 | 0 | 0 | | 0 | 0 |  | 0 |
| Surplus/(Deficit) after taxation |  | **398764071.5** | **1461393893** | **0** | **189899777.4** | **295650747.3** | | **730696946.3** |  |  | **137779791** |
| Attributable to minorities |  | 0 | 0 | 0 | 0 | 0 | | 0 |  |  | 0 |
| Surplus/(Deficit) attributable to municipality |  | **398764071.5** | **1461393893** | **0** | **189899777.4** | **295650747.3** | | **730696946.3** |  |  | **137779791** |
| Share of surplus/ (deficit) of associate |  | 0 | 0 | 0 | 0 | 0 | | 0 |  |  | 0 |
| Surplus/ (Deficit) for the year |  | **398764071.5** | **1461393893** | **0** | **189899777.4** | **295650747.3** | | **730696946.3** |  |  | **137779791** |

This table shows the revenue by source as well as the expenditure by type.

### 1.4.5. Table C5: Monthly Budget Statement -Capital Expenditure

***(Municipal vote, standard classification and funding)***

| DC44 Alfred Nzo - Table C5 Monthly Budget Statement - Capital Expenditure (municipal vote, standard classification and funding) - M06 December | | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Vote Description | Ref | 2015/16 | Budget Year 2016/17 |  |  |  |  |  |  |  |
| Audited Outcome | Original Budget | Adjusted Budget | Monthly actual | YearTD actual | YearTD budget | YTD variance | YTD variance | Full Year Forecast |
| R thousands | 1 |  |  |  |  |  |  |  | % |  |
| Multi-Year expenditure appropriation | 2 |  |  |  |  |  |  |  |  |  |
| Vote 1 - Executive and Council |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Vote 2 - Planning and Development |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Vote 3 - Budget and Treasury |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Vote 4 - Technical Services |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Vote 5 - Community Services |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Vote 6 - Corporate Services |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Vote 7 - |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Vote 8 - |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Vote 9 - |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Vote 10 - |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Vote 11 - |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Vote 12 - |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Vote 13 - |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Vote 14 - |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Vote 15 - |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Total Capital Multi-year expenditure | 4,7 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
|  |  |  |  |  |  |  |  |  |  |  |
| Single Year expenditure appropriation | 2 |  |  |  |  |  |  |  |  |  |
| Vote 1 - Executive and Council |  | 0 | 2700000 | 0 | 0 | 3303297.19 | 1350000.06 | 1953297 | 1.446887 | 1645692.6 |
| Vote 2 - Planning and Development |  | 0 | 72000000 | 0 | 0 | 0 | 36000000 | -3.6E+07 | -1 | 0 |
| Vote 3 - Budget and Treasury |  | 0 | 4550000 | 0 | 56581.5 | 206722.03 | 2275000.08 | -2068278 | -0.90913 | 119919.96 |
| Vote 4 - Technical Services |  | 0 | 1338593752 | 0 | 55886708.61 | 243726196.3 | 669296876 | -4.3E+08 | -0.63585 | 888987340.8 |
| Vote 5 - Community Services |  | 0 | 21700000 | 0 | 0 | 978152 | 10849999.98 | -9871848 | -0.90985 | 6182070.96 |
| Vote 6 - Corporate Services |  | 0 | 21850000 | 0 | 0 | 7433675.53 | 10924999.92 | -3491324 | -0.31957 | 33370079.4 |
| Vote 7 - |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Vote 8 - |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Vote 9 - |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Vote 10 - |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Vote 11 - |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Vote 12 - |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Vote 13 - |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Vote 14 - |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Vote 15 - |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Total Capital single-year expenditure | 4 | 0 | 1461393752 | 0 | 55943290.11 | 255648043.1 | 730696876 | -4.8E+08 | -0.65013 | 930305103.7 |
| Total Capital Expenditure |  | 0 | 1461393752 | 0 | 55943290.11 | 255648043.1 | 730696876 | -4.8E+08 | -0.65013 | 930305103.7 |
|  |  |  |  |  |  |  |  |  |  |  |
| Capital Expenditure - Standard Classification |  |  |  |  |  |  |  |  |  |  |
| Governance and administration |  | 0 | 29100000 | 0 | 56581.5 | 10943694.75 | 14550000.06 | -3606305 | -0.24786 | 17567845.98 |
| Executive and council |  | 0 | 2700000 | 0 | 0 | 3303297.19 | 1350000.06 | 1953297 | 1.446887 | 822846.3 |
| Budget and treasury office |  | 0 | 4550000 | 0 | 56581.5 | 206722.03 | 2275000.08 | -2068278 | -0.90913 | 59959.98 |
| Corporate services |  | 0 | 21850000 | 0 | 0 | 7433675.53 | 10924999.92 | -3491324 | -0.31957 | 16685039.7 |
| Community and public safety |  | 0 | 21700000 | 0 | 0 | 978152 | 10849999.98 | -9871848 | -0.90985 | 3091035.48 |
| Community and social services |  | 0 | 21230000 | 0 | 0 | 873431 | 10614999.96 | -9741569 | -0.91772 | 3003768 |
| Sport and recreation |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Public safety |  | 0 | 470000 | 0 | 0 | 104721 | 235000.02 | -130279 | -0.55438 | 87267.48 |
| Housing |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Health |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Economic and environmental services |  | 0 | 72000000 | 0 | 0 | 0 | 36000000 | -3.6E+07 | -1 | 0 |
| Planning and development |  | 0 | 72000000 | 0 | 0 | 0 | 36000000 | -3.6E+07 | -1 | 0 |
| Road transport |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Environmental protection |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Trading services |  | 0 | 1338593752 | 0 | 55886708.61 | 243726196.3 | 669296876 | -4.3E+08 | -0.63585 | 444493670.4 |
| Electricity |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Water |  | 0 | 1338593752 | 0 | 55886708.61 | 243726196.3 | 669296876 | -4.3E+08 | -0.63585 | 444493670.4 |
| Waste water management |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Waste management |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Other |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Total Capital Expenditure - Standard Classification | 3 | 0 | 1461393752 | 0 | 55943290.11 | 255648043.1 | 730696876 | -4.8E+08 | -0.65013 | 465152551.9 |
|  |  |  |  |  |  |  |  |  |  |  |
| Funded by: |  |  |  |  |  |  |  |  |  |  |
| National Government |  |  |  |  |  |  |  | 0 |  |  |
| Provincial Government |  |  |  |  |  |  |  | 0 |  |  |
| District Municipality |  |  |  |  |  |  |  | 0 |  |  |
| Other transfers and grants |  |  |  |  |  |  |  | 0 |  |  |
| Transfers recognised - capital |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Public contributions & donations | 5 |  |  |  |  |  |  | 0 |  |  |
| Borrowing | 6 |  |  |  |  |  |  | 0 |  |  |
| Internally generated funds |  |  |  |  |  |  |  | 0 |  |  |
| Total Capital Funding |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |

***Table C5 consists of three distinct sections:***

*Appropriations by vote:*

* Which are the budget allocations that are approved by Council in the annual and adjustment budgets (similar to the expenditure by vote in Table C3).
* If any of these annual budgets (either for Council as a whole or any individual vote) is overspent then unauthorized expenditure will have occurred. There were no unauthorized expenditure on any vote

*Standard classification:*

* Similar to Table C2 this portion reflects the capital budget in the standard classifications which are the Government Finance Statistics Functions and Sub-functions. These are used by National Treasury to assist the compilation of national and international accounts for comparison purposes, regardless of the unique organizational structures used by the different institutions.

*Funding portion:*

* This section reflects how the capital budget has been funded by the different sources of capital revenue.
* It is very important that national government grants are fully spent by year end otherwise they will have to be repaid to the national revenue fund.
* Provincial grants should also be utilized but should any unspent portion remain then the provincial departments do not at this time require repayment.

### 1.4.6. Table C6: Monthly Budget Statement-Financial Position

| DC44 Alfred Nzo - Table C6 Monthly Budget Statement - Financial Position - M06 December | | | | | | |
| --- | --- | --- | --- | --- | --- | --- |
| Description | Ref | 2015/16 | Budget Year 2016/17 |  |  |  |
| Audited Outcome | Original Budget | Adjusted Budget | YearTD actual | Full Year Forecast |
| R thousands | 1 |  |  |  |  |  |
| ASSETS |  |  |  |  |  |  |
| Current assets |  |  |  |  |  |  |
| Cash |  | -12619109.9 | 0 | 0 | 106570931.6 | 1550162281 |
| Call investment deposits |  | 67144714.36 | 0 | 0 | 40849952.99 | 405562512.5 |
| Consumer debtors |  | 109638295.3 | 0 | 0 | 37253840.05 | 328886727.2 |
| Other debtors |  | 4649935.74 | 0 | 0 | 3061323.22 | 30613232.28 |
| Current portion of long-term receivables |  | 0 | 0 | 0 | 0 | 0 |
| Inventory |  | 5792978.28 | 0 | 0 | 4284282.44 | 32723252.28 |
| Total current assets |  | **174606813.8** | **0** | **0** | **192020330.3** | **2347948005** |
|  |  |  |  |  |  |  |
| Non current assets |  |  |  |  |  |  |
| Long-term receivables |  | 0 | 0 | 0 | 0 | 0 |
| Investments |  | 0 | 0 | 0 | 0 | 0 |
| Investment property |  | 0 | 0 | 0 | 0 | 0 |
| Investments in Associate |  | 0 | 0 | 0 | 0 | 0 |
| Property, plant and equipment |  | 2829274686 | 1461393752 | 0 | 3085878772 | 29200395960 |
| Agricultural |  | 0 | 0 | 0 | 0 | 0 |
| Biological assets |  | 0 | 0 | 0 | 0 | 0 |
| Intangible assets |  | 2961632.03 | 0 | 0 | 0 | 0 |
| Other non-current assets |  | 47696.47 | 0 | 0 | 1730038.03 | 17300380.32 |
| Total non current assets |  | **2832284014** | **1461393752** | **0** | **3087608810** | **29217696340** |
| TOTAL ASSETS |  | **3006890828** | **1461393752** | **0** | **3279629140** | **31565644346** |
|  |  |  |  |  |  |  |
| LIABILITIES |  |  |  |  |  |  |
| Current liabilities |  |  |  |  |  |  |
| Bank overdraft |  | 0 | 0 | 0 | 56447612.07 | 54314002.32 |
| Borrowing |  | 1981262.62 | 0 | 0 | 11425404.97 | 114254049.7 |
| Consumer deposits |  | 0 | 0 | 0 | 0 | 0 |
| Trade and other payables |  | 1642797108 | 0 | 0 | 158355398.8 | 2627818959 |
| Provisions |  | 83328569.66 | 0 | 0 | -11483957.9 | -114839579 |
| Total current liabilities |  | **1728106941** | **0** | **0** | **214744458** | **2681547433** |
|  |  |  |  |  |  |  |
| Non current liabilities |  |  |  |  |  |  |
| Borrowing |  | 20223758.04 | 0 | 0 | 13821279.53 | 138212795.3 |
| Provisions |  | 14135824.7 | 0 | 0 | 5895707 | 58957070.04 |
| Total non current liabilities |  | **34359582.74** | **0** | **0** | **19716986.53** | **197169865.3** |
| TOTAL LIABILITIES |  | **1762466524** | **0** | **0** | **234461444.5** | **2878717298** |
|  |  |  |  |  |  |  |
| NET ASSETS | 2 | **1244424305** | **1461393752** | **0** | **3045167696** | **28686927048** |
|  |  |  |  |  |  |  |
| COMMUNITY WEALTH/EQUITY |  |  |  |  |  |  |
| Accumulated Surplus/(Deficit) |  | 1410453434 | 1461393893 | 0 | 386582756.1 | 2106722146 |
| Reserves |  | 0 | 0 | 0 | 0 | 0 |
| TOTAL COMMUNITY WEALTH/EQUITY | 2 | **1410453434** | **1461393893** | **0** | **386582756.1** | **2106722146** |

The value reflected in the Financial Position will not reconcile to the Debtors Age Analysis shown on Table C1 and SC3.

The financial position includes the total annual billing to date, whereas the age analysis only includes those amounts which have become due and not the 'future' amounts.

### 1.4.7. Table C7: Monthly Budget Statement Cash Flow

| DC44 Alfred Nzo - Table C7 Monthly Budget Statement - Cash Flow - M06 December | | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Description | Ref | 2015/16 | Budget Year 2016/17 |  |  |  |  |  |  |  |
| Audited Outcome | Original Budget | Adjusted Budget | Monthly actual | YearTD actual | YearTD budget | YTD variance | YTD variance | Full Year Forecast |
| R thousands | 1 |  |  |  |  |  |  |  | % |  |
| CASH FLOW FROM OPERATING ACTIVITIES |  |  |  |  |  |  |  |  |  |  |
| Receipts |  |  |  |  |  |  |  |  |  |  |
| Property rates, penalties & collection charges |  |  |  |  |  |  |  | 0 |  | -245054414 |
| Service charges |  |  |  |  | 1828668 | 11768622 |  | 11768622 | #DIV/0! | 15591053.52 |
| Other revenue |  |  |  |  | 1044500 | 1367612 |  | 1367612 | #DIV/0! | 251875.8 |
| Government - operating |  |  |  |  | 125435672 | 288575500 |  | 2.89E+08 | #DIV/0! | 325713993.2 |
| Government - capital |  |  |  |  | 100724802 | 253907763 |  | 2.54E+08 | #DIV/0! | 130082695 |
| Interest |  |  |  |  | 613218 | 5477407 |  | 5477407 | #DIV/0! | 9219187.56 |
| Dividends |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Payments |  |  |  |  |  |  |  |  |  |  |
| Suppliers and employees |  | 1283359371 | -568273852 | 0 | -39747084 | -254590736 | -284136926 | -3E+07 | 0.103986 | 463103647.5 |
| Finance charges |  | -7039572.21 | -36369175 | 0 | 0 | -798545.21 | -18184587.5 | -1.7E+07 | 0.956087 | -1595301.96 |
| Transfers and Grants |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| NET CASH FROM/(USED) OPERATING ACTIVITIES |  | 1276319799 | -604643027 | 0 | 189899776 | 305707622.8 | -302321514 | -6.1E+08 | 2.0112 | 697312736.3 |
|  |  |  |  |  |  |  |  |  |  |  |
| CASH FLOWS FROM INVESTING ACTIVITIES |  |  |  |  |  |  |  |  |  |  |
| Receipts |  |  |  |  |  |  |  |  |  |  |
| Proceeds on disposal of PPE |  | -26562321.5 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Decrease (Increase) in non-current debtors |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Decrease (increase) other non-current receivables |  | -47696.47 | 0 | 0 | 0 | -1682341.56 | 0 | -1682342 | #DIV/0! | -17252683.9 |
| Decrease (increase) in non-current investments |  | -67144714.4 | 0 | 0 | 0 | 0 | 0 | 0 |  | -405562512 |
| Payments |  |  |  |  |  |  |  |  |  |  |
| Capital assets |  | 0 | -1461393752 | 0 | -55943290.1 | -255648043 | -260141438 | -4493395 | 0.017273 | -930305104 |
| NET CASH FROM/(USED) INVESTING ACTIVITIES |  | -93754732.3 | -1461393752 | 0 | -55943290.1 | -257330385 | -260141438 | -2811053 | 0.010806 | -1353120300 |
|  |  |  |  |  |  |  |  |  |  |  |
| CASH FLOWS FROM FINANCING ACTIVITIES |  |  |  |  |  |  |  |  |  |  |
| Receipts |  |  |  |  |  |  |  |  |  |  |
| Short term loans |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Borrowing long term/refinancing |  | 22205020.66 | 0 | 0 | 0 | 9444142 | 0 | 9444142 | #DIV/0! | 230261824.3 |
| Increase (decrease) in consumer deposits |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Payments |  |  |  |  |  |  |  |  |  |  |
| Repayment of borrowing |  | 0 | 0 | 0 | 0 | -6402479 | 0 | 6402479 | #DIV/0! | 0 |
| NET CASH FROM/(USED) FINANCING ACTIVITIES |  | 22205020.66 | 0 | 0 | 0 | 3041663 | 0 | -3041663 | #DIV/0! | 230261824.3 |
|  |  |  |  |  |  |  |  |  |  |  |
| NET INCREASE/ (DECREASE) IN CASH HELD |  | 1204770087 | -2066036779 | 0 | 133956485.9 | 51418901.23 | -562462951 |  |  | -425545739 |
| Cash/cash equivalents at beginning: |  |  | 0 | 0 |  | 36375313 | 0 |  |  | 36375313 |
| Cash/cash equivalents at month/year end: |  | 1204770087 | -2066036779 | 0 |  | 87794214.23 | -562462951 |  |  | -389170426 |

# Part 2-Supporting Documentation

## 2.1. Debtor's Analysis

***The debtors’ analysis must contain-***

1. An aged analysis reconciled with the financial position grouped by-
   * 1. Revenue source; and
     2. Customer group
2. Any bad debts written off by customer group

***Supporting Table SC3: Debtors Age Analysis***

| DC44 Alfred Nzo - Supporting Table SC3 Monthly Budget Statement - aged debtors - M06 December | | | | | | | | | | | | | |  | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Description |  | Budget Year 2016/17 | | | | | | | | | | | | | |
| R thousands | NT Code | | 0-30 Days | 31-60 Days | 61-90 Days | 91-120 Days | 121-150 Dys | 151-180 Dys | 181 Dys-1 Yr | Over 1Yr | Total | Total  over 90 days | Actual Bad Debts Written Off against Debtors | | Impairment - Bad Debts i.t.o Council Policy |
| Debtors Age Analysis By Income Source |  | |  |  |  |  |  |  |  |  |  |  |  | |  |
| Trade and Other Receivables from Exchange Transactions - Water | 1200 | | 1455361.07 | 1384065.19 | 1420700.06 | 2002124.6 | 1682417.67 | 98779549.61 | 0 | 0 | 106724218.2 | 102464091.9 | 0 | | 0 |
| Trade and Other Receivables from Exchange Transactions - Electricity | 1300 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 |
| Receivables from Non-exchange Transactions - Property Rates | 1400 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 |
| Receivables from Exchange Transactions - Waste Water Management | 1500 | | 349393.24 | 340077.14 | 330392.37 | 327590.01 | 320195.83 | 13239624.74 | 0 | 0 | 14907273.33 | 13887410.58 | 0 | | 0 |
| Receivables from Exchange Transactions - Waste Management | 1600 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 |
| Receivables from Exchange Transactions - Property Rental Debtors | 1700 | | 29889.87 | 29889.67 | 29889.67 | 29889.67 | 14205.44 | 17981.96 | 0 | 0 | 151746.28 | 62077.07 | 0 | | 0 |
| Interest on Arrear Debtor Accounts | 1810 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 |
| Recoverable unauthorised, irregular, fruitless and wasteful expenditure | 1820 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 |
| Other | 1900 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 |
| Total By Income Source | 2000 | | 1834644.18 | 1754032 | 1780982.1 | 2359604.28 | 2016818.94 | 112037156.3 | 0 | 0 | 121783237.8 | 116413579.5 | 0 | | 0 |
| 2015/16 - totals only |  | |  |  |  |  |  |  |  |  | 0 | 0 |  | |  |
| Debtors Age Analysis By Customer Group |  | |  |  |  |  |  |  |  |  |  |  |  | |  |
| Organs of State | 2200 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 |
| Commercial | 2300 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 |
| Households | 2400 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 |
| Other | 2500 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 |
| Total By Customer Group | 2600 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | 0 |

The age analyses for debtors only include those amounts which are currently or past due. It does not include the interim rates debit raising nor the current month billing which is only due at the end of the fallowing month.

The value reflected on the Financial Position will not reconcile to the Debtor's Age Analysis shown on Supporting Table SC3.The Financial Position includes the total annual billing to date and some debtors classification which do not form part of the consumer debtors. Whereas the age analysis includes those consumer amounts which have become due and not the future amounts which will only fall due in coming months for consumers who have chosen to pay their rates and fixed charges by 30 September annually or monthly an instalment bases.

## 2.2. Creditor's Analysis

***Creditor's Analysis***

The creditor’s analysis must contain an aged analysis by customer type reconciled with the financial position.

***Supporting Table SC4: Creditor's Aged Analysis***

| DC44 Alfred Nzo - Supporting Table SC4 Monthly Budget Statement - aged creditors - M06 December | | | | | | | | | | |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Description  R thousands | NT Code | Budget Year 2016/17 | | | | | | | | | Prior year totals for chart (same period) |
| 0 -  30 Days | 31 -  60 Days | 61 -  90 Days | 91 -  120 Days | 121 -  150 Days | 151 -  180 Days | 181 Days - 1 Year | Over 1 Year | Total |
| Creditors Age Analysis By Customer Type |  |  |  |  |  |  |  |  |  |  |  |
| Bulk Electricity | 0100 | – | – | – | – | – | – | – | – | **–** | – |
| Bulk Water | 0200 | – | – | – | – | – | – | – | – | **–** | – |
| PAYE deductions | 0300 | – | – | – | – | – | – | – | – | **–** | – |
| VAT (output less input) | 0400 | – | – | – | – | – | – | – | – | **–** | – |
| Pensions / Retirement deductions | 0500 | – | – | – | – | – | – | – | – | **–** | – |
| Loan repayments | 0600 | – | – | – | – | – | – | – | – | **–** | – |
| Trade Creditors | 0700 | 1 857 | 5 185 | 55 | 157 | 17 258 | – | – | – | **24 511** | – |
| Auditor General | 0800 | – | – | – | – | – | – | – | – | **–** | – |
| Other | 0900 | – | – | – | – | – | – | – | – | **–** | – |
| Total By Customer Type | **1000** | **1 857** | **5 185** | **55** | **157** | **17 258** | **–** | **–** | **–** | **24 511** | – |

## 2.3. Investment Portfolio Analysis Investment Portfolio Analysis

The investment portfolio analysis must include information consistent with the requirements of the Municipal Investment Regulations, 2005 issued by the National Treasury.

***Supporting Table SC5: Investment Portfolio Analysis***

| DC44 Alfred Nzo - Supporting Table SC5 Monthly Budget Statement - investment portfolio - M06 December | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Investments by maturity Name of institution & investment ID | Ref | Period of Investment | Type of Investment | Expiry date of investment | Accrued interest for the month | Yield for the month 1  (%) | Market value at beginning of the month | Change in market value | Market value at end of the month |
| R thousands | Yrs/Months |
| Municipality |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  | 4 980 |  | 66 808 | (14 182) | 57 606 |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| Municipality sub-total |  |  |  |  | 4 980 |  | 66 808 | (14 182) | 57 606 |
|  |  |  |  |  |  |  |  |  |  |
| Entities |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| Entities sub-total |  |  |  |  | – |  | – | – | – |
|  |  |  |  |  |  |  |  |  |  |
| TOTAL INVESTMENTS AND INTEREST | 2 |  |  |  | **4 980** |  | **66 808** | **(14 182)** | **57 606** |

## 2.4. Allocation and grant receipts and expenditure Allocation and grant receipts and expenditure

The disclosure an allocation and grant expenditure must reflect particulars of-

1. Allocation and grant receipts and expenditure against each allocation or grant; and
2. Any change in allocations as result of-
   * 1. An adjustments budget of the national or provincial government or district or local municipality; and
     2. Changes in grants from other providers

***Supporting Table SC6: Grants receipts***

| DC44 Alfred Nzo - Supporting Table SC6 Monthly Budget Statement - transfers and grant receipts - M06 December | | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Description | Ref | 2015/16 | Budget Year 2016/17 |  |  |  |  |  |  |  |
| Audited Outcome | Original Budget | Adjusted Budget | Monthly actual | YearTD actual | YearTD budget | YTD variance | YTD variance | Full Year Forecast |
| R thousands |  |  |  |  |  |  |  |  | % |  |
| RECEIPTS: | 1,2 |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
| Operating Transfers and Grants |  |  |  |  |  |  |  |  |  |  |
| National Government: |  | **388299499.1** | **497474000** | **0** | **127783000** | **364738000** | **248737000** | **92825500** | **0.373187** | **497474000** |
| Local Government Equitable Share |  | 364950000 | 387047000 | 0 | 125080000 | 286349000 | 193523500 | 92825500 | 0.47966 | 387047000 |
| Water Services Operating Subsidy |  | 10000000 | 101171000 | 0 | 0 | 72725000 | 50585500 |  |  | 101171000 |
| Finance Management |  | 1325000 | 1460000 | 0 | 0 | 1460000 | 730000 |  |  | 1460000 |
| Municipal Systems Improvement |  | 930000 | 1790000 | 0 | 0 | 0 | 895000 |  |  | 1790000 |
| EPWP |  | 4853000 | 6006000 | 0 | 2703000 | 4204000 | 3003000 |  |  | 6006000 |
|  | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
|  |  | 6241499.12 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Provincial Government: |  | **3324331** | **9500000** | **0** | **0** | **2190000** | **0** | **2190000** | **#DIV/0!** | **9500000** |
|  |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
|  |  | 0 | 0 | 0 | 0 | 0 | 0 |  |  | 0 |
| Housing |  | 0 | 4500000 | 0 | 0 | 0 | 0 | 0 |  | 4500000 |
| Sport and Recreation | 4 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| ISDG |  | 3324331 | 5000000 | 0 | 0 | 2190000 | 0 | 2190000 | #DIV/0! | 5000000 |
| Other transfers and grants [insert description] |  |  |  |  |  |  | 0 | 0 |  |  |
| District Municipality: |  | **2100000** | **2157000** | **0** | **0** | **0** | **1078500** | -1078500 | -1 | **0** |
| [insert description] |  | **2100000** | **2157000** | **0** | **0** | **0** | **1078500** | -1078500 | -1 | **0** |
|  |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Other grant providers: |  | **6000000** | **10800000** | **0** | **3000000** | **6000000** | **5400000** | 600000 | 0.111111 | **0** |
| [insert description] |  | **6000000** | **8000000** | **0** | **3000000** | **6000000** | **4000000** | 2000000 | 0.5 | **0** |
|  |  | **0** | **2800000** | **0** | **0** | **0** | **1400000** |  |  | **0** |
| Total Operating Transfers and Grants | 5 | **399723830.1** | **519931000** | **0** | **130783000** | **372928000** | **255215500** | **94537000** | **0.37042** | **506974000** |
|  |  |  |  |  |  |  |  |  |  |  |
| Capital Transfers and Grants |  |  |  |  |  |  |  |  |  |  |
| National Government: |  | 414469114.8 | 572997000 | 0 | 102470495.7 | 251275521.1 | 286498500 | -3.5E+07 | **-0.12294** | 130082695 |
|  |  | 29725114.79 | 211500000 | 0 | 4763495.7 | 16825521.05 | 105750000 | -8.9E+07 | -0.84089 | 0 |
|  |  | 384744000 | 361497000 | 0 | 97707000 | 234450000 | 180748500 | 53701500 | 0.297106 | 130082695 |
| Other capital transfers [insert description] |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Provincial Government: |  | **0** | **10000000** | **0** | **0** | **0** | **5000000** | -5000000 | -1 | **0** |
| [insert description] |  | **0** | **10000000** | **0** | **0** | **0** | **5000000** | -5000000 | -1 | **0** |
| Total Capital Transfers and Grants | 5 | **414469114.8** | **582997000** | **0** | **102470495.7** | **251275521.1** | **291498500** | **-4E+07** | **-0.13799** | **130082695** |
|  |  |  |  |  |  |  |  |  |  |  |
| TOTAL RECEIPTS OF TRANSFERS & GRANTS | 5 | 814192944.9 | 1102928000 | 0 | 233253495.7 | 624203521.1 | 546714000 | 54314021 | 0.099346 | 637056695 |

***Supporting Table SC7 (1)-Grants expenditure***

| DC44 Alfred Nzo - Supporting Table SC7(1) Monthly Budget Statement - transfers and grant expenditure - M06 December | | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Description | Ref | 2015/16 | Budget Year 2016/17 |  |  |  |  |  |  |  |
| Audited Outcome | Original Budget | Adjusted Budget | Monthly actual | YearTD actual | YearTD budget | YTD variance | YTD variance | Full Year Forecast |
| R thousands |  |  |  |  |  |  |  |  | % |  |
| EXPENDITURE |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
| Operating expenditure of Transfers and Grants |  |  |  |  |  |  |  |  |  |  |
| National Government: |  | **382058000** | **497474000** |  | **17199232.51** | **53844787.61** | **55213500** | **-1368712** | **-0.02479** | **110427000** |
| Local Government Equitable Share |  | 364950000 | 387047000 |  |  |  |  |  |  |  |
| Water Services Operating Subsidy |  | 10000000 | 101171000 |  | 16092204.44 | 48839849.69 | 50585500 | -1745650 | -0.03451 | 101171000 |
| Finance Management |  | 1325000 | 1460000 |  | 433389.89 | 926358.4684 | 730000 | 196358.5 | 0.268984 | 1460000 |
| Municipal Systems Improvement |  | 930000 | 1790000 |  |  |  | 895000 | -895000 | -1 | 1790000 |
| EPWP |  | 4853000 | 6006000 |  | 673638.18 | 4078579.45 | 3003000 | 1075579 | 0.358168 | 6006000 |
|  |  |  |  |  |  |  |  |  |  |  |
| Other transfers and grants [insert description] |  |  |  |  |  |  |  |  |  |  |
| Provincial Government: |  | **3000000** | **9500000** |  | **390383.57** | **2230641.92** | **4750000** | **-2519358** | **-0.53039** | **5000000** |
|  |  |  |  |  |  |  |  |  |  |  |
| Housing |  |  | 4500000 |  |  |  | 2250000 | -2250000 | -1 |  |
| Sport and Recreation |  |  |  |  |  |  |  |  |  |  |
| ISDG |  | 3000000 | 5000000 |  | 390383.57 | 2230641.92 | 2500000 | -269358 | -0.10774 | 5000000 |
| Other transfers and grants [insert description] |  |  |  |  |  |  |  |  |  |  |
| District Municipality: |  | **2100000** | **2157000** |  | **1838666.91** | **1838666.91** | **1078500** | 760166.9 | 0.704837 |  |
|  |  | **2100000** | **2157000** |  | **1838666.91** | **1838666.91** | **1078500** | 760166.9 | 0.704837 |  |
| [insert description] |  |  |  |  |  |  |  |  |  |  |
| Other grant providers: |  | **6000000** | **10800000** |  | **1065000.004** |  | **5400000** | -5400000 | -1 |  |
|  |  |  | **2800000** |  |  |  | **1400000** | -1400000 | -1 |  |
| [insert description] |  | 6000000 | 8000000 |  | 1065000.004 |  | **4000000** | -4000000 | -1 |  |
| Total operating expenditure of Transfers and Grants: |  | **393158000** | **519931000** |  | **20493282.99** | **57914096.44** | **66442000** | **-8527904** | **-0.12835** | **115427000** |
|  |  |  |  |  |  |  |  |  |  |  |
| Capital expenditure of Transfers and Grants |  |  |  |  |  |  |  |  |  |  |
| National Government: |  | 414469114.8 | 572997000 |  | 31732990.58 | 151756727.8 | 286498500 | -1.3E+08 | **-0.47031** | 572997000 |
|  |  | 29725114.79 | 211500000 |  | 2264309.97 | 6041955.27 | 105750000 | -1E+08 | -0.94287 | 211500000 |
|  |  | 384744000 | 361497000 |  | 29468680.61 | 145714772.6 | 180748500 | -3.5E+07 | -0.19383 | 361497000 |
| Other capital transfers [insert description] |  |  |  |  |  |  |  |  |  |  |
| Provincial Government: |  |  | **10000000** |  |  |  | **4166666.667** | -4166667 | -1 | **10000000** |
|  |  |  | **10000000** |  |  |  | **4166666.667** | -4166667 | -1 | **10000000** |
| Total capital expenditure of Transfers and Grants |  | **414469114.8** | **582997000** |  | **31732990.58** | **151756727.8** | **290665166.7** | **-1.4E+08** | **-0.4779** | **582997000** |
|  |  |  |  |  |  |  |  |  |  |  |
| TOTAL EXPENDITURE OF TRANSFERS AND GRANTS |  | **807627114.8** | **1102928000** |  | **52226273.57** | **209670824.3** | **357107166.7** | **-1.5E+08** | **-0.41286** | **698424000** |

## 2.5. Councillor And Board Member Allowances And Employee Benefits

Expenditure on councillor and board members allowances and employee benefits

The disclosure on councillor and board members allowances and employee benefit must include a comparison of actual expenditure and budgeted expenditure on-

1. Councillor allowances
2. Board member allowances, and
3. Employee benefits

## 

## 2.6. Material variances

***Material variances to the service delivery and budget implementation plan***

In the monthly financial statements provided is a disclosure on monthly targets for revenue, expenditure and cash flow that includes a consolidated projection of cash flow for the budget setting out receipts by source per month for the budget year with actual for past months and revised forecasts for future months, and shown in total for the two years following the budget year.

***Supporting Table SC9: Monthly Budget Statement. Actual and revised targets for cash receipts and cash flows***

This table shows the cash flow for the budget year setting out the receipts by source and payments by type, per month for the budget year with actual for the past months and revised forecasts for future months, and also shows in total the total budget for the following two budget years.

| DC44 Alfred Nzo - Supporting Table SC9 Monthly Budget Statement - actuals and revised targets for cash receipts - M06 December | | | | | | | | | | | | | | | | | |  | |  | |  |  | |  | |  | |  | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Description | Ref | Budget Year 2016/17 | | | | | | | | | | | | | | | | | | | | | | | 2016/17 Medium Term Revenue & Expenditure Framework | | | | | |
| July | | August | | Sept | | October | | Nov | | Dec | | January | | Feb | | March | | April | | May | June | | Budget Year 2016/17 | | Budget Year +1 2017/18 | | Budget Year +2 2018/19 | |
| R thousands | 1 | Outcome | | Outcome | | Outcome | | Outcome | | Outcome | | Outcome | | Budget | | Budget | | Budget | | Budget | | Budget | Budget | |
| Cash Receipts By Source |  |  |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | | |  | |  | |  | |  |
| Property rates |  |  |  | |  | |  | |  | | – | | – | | – | | – | | – | | – | | | – | | – | | – | | – |
| Property rates - penalties & collection charges |  |  |  | |  | |  | |  | | – | | – | | – | | – | | – | | – | | | – | | – | | – | | – |
| Service charges - electricity revenue |  |  |  | |  | |  | |  | | – | | – | | – | | – | | – | | – | | | – | | – | | – | | – |
| Service charges - water revenue |  | 33 | 3 430 | | 2 237 | | 833 | | 1 517 | | 1 979 | | 1 979 | | 1 979 | | 1 979 | | 1 979 | | 1 979 | | | 3 824 | | 23 750 | | – | | – |
| Service charges - sanitation revenue |  | 9 | 626 | | 626 | | 303 | | 310 | | 230 | | 230 | | 230 | | 230 | | 230 | | 230 | | | (493) | | 2 759 | | – | | – |
| Service charges - refuse |  |  |  | |  | |  | |  | | – | | – | | – | | – | | – | | – | | | – | | – | | – | | – |
| Service charges - other |  | – |  | |  | |  | |  | | – | | – | | – | | – | | – | | – | | | – | | – | | – | | – |
| Rental of facilities and equipment |  | – | 52 | | – | | 26 | | 26 | | 29 | | 29 | | 29 | | 29 | | 29 | | 29 | | | 68 | | 345 | | – | | – |
| Interest earned - external investments |  | 1 054 | 1 642 | | 1 052 | | 862 | | 255 | | 667 | | 667 | | 667 | | 667 | | 667 | | 667 | | | (864) | | 8 000 | | – | | – |
| Interest earned - outstanding debtors |  |  |  | |  | |  | |  | | – | | – | | – | | – | | – | | – | | | – | | – | | – | | – |
| Dividends received |  |  |  | |  | |  | |  | | – | | – | | – | | – | | – | | – | | | – | | – | | – | | – |
| Fines |  |  |  | |  | |  | |  | | – | | – | | – | | – | | – | | – | | | – | | – | | – | | – |
| Licences and permits |  |  |  | |  | |  | |  | | – | | – | | – | | – | | – | | – | | | – | | – | | – | | – |
| Agency services |  |  |  | |  | |  | |  | | – | | – | | – | | – | | – | | – | | | – | | – | | – | | – |
| Transfer receipts - operating |  | 161 269 | 1 460 | | 128 | | – | | 4 015 | | 32 958 | | 32 958 | | 32 958 | | 32 958 | | 32 958 | | 32 958 | | | 30 876 | | 395 497 | | – | | – |
| Other revenue |  | 36 | 112 | | 35 | | (57) | | 109 | | (1 120) | | (1 120) | | (1 120) | | (1 120) | | (1 120) | | (1 120) | | | (6 958) | | (13 445) | | – | | – |
| Cash Receipts by Source |  | **162 400** | **7 322** | | **4 077** | | **1 968** | | **6 232** | | **34 742** | | **34 742** | | **34 742** | | **34 742** | | **34 742** | | **34 742** | | | **26 453** | | **416 906** | | **–** | | **–** |
|  |  |  |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | | | – | |  | |  | |  |
| Other Cash Flows by Source |  |  |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | | | – | |  | |  | |  |
| Transfer receipts - capital |  | 142 011 | 142 011 | | 142 011 | | 142 011 | | 142 011 | | 142 011 | | 142 011 | | 142 011 | | 142 011 | | 142 011 | | 142 011 | | | 142 011 | | 1 704 131 | | – | | – |
| Contributions & Contributed assets |  | – | – | | – | | – | | – | | – | | – | | – | | – | | – | | – | | | – | | – | | – | | – |
| Proceeds on disposal of PPE |  | – | – | | – | | – | | – | | – | | – | | – | | – | | – | | – | | | – | | – | | – | | – |
| Short term loans |  | – | – | | – | | – | | – | | – | | – | | – | | – | | – | | – | | | – | | – | | – | | – |
| Borrowing long term/refinancing |  | – | – | | – | | – | | – | | – | | – | | – | | – | | – | | – | | | – | | – | | (114 254) | | – |
| Increase in consumer deposits |  | – | – | | – | | – | | – | | – | | – | | – | | – | | – | | – | | | – | | – | | – | | – |
| Receipt of non-current debtors |  | – | – | | – | | – | | – | | – | | – | | – | | – | | – | | – | | | – | | – | | – | | – |
| Receipt of non-current receivables |  | – | – | | – | | – | | – | | – | | – | | – | | – | | – | | – | | | – | | – | | 17 300 | | – |
| Change in non-current investments |  | – | – | | – | | – | | – | | – | | – | | – | | – | | – | | – | | | – | | – | | 405 563 | | – |
| Total Cash Receipts by Source |  | **304 411** | **149 333** | | **146 088** | | **143 979** | | **148 243** | | **176 753** | | **176 753** | | **176 753** | | **176 753** | | **176 753** | | **176 753** | | | **168 464** | | **2 121 037** | | **308 609** | | **–** |
|  |  |  |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | | | – | |  | |  | |  |
| Cash Payments by Type |  |  |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | | | – | |  | |  | |  |
| Employee related costs |  | 17 674 | 17 674 | | 17 674 | | 17 674 | | 17 674 | | 17 674 | | 17 674 | | 17 674 | | 17 674 | | 17 674 | | 17 674 | | | 17 674 | | 212 082 | | – | | – |
| Remuneration of councillors |  | 774 | 774 | | 774 | | 774 | | 774 | | 774 | | 774 | | 774 | | 774 | | 774 | | 774 | | | 774 | | 9 294 | | – | | – |
| Interest paid |  | 3 031 | 3 031 | | 3 031 | | 3 031 | | 3 031 | | 3 031 | | 3 031 | | 3 031 | | 3 031 | | 3 031 | | 3 031 | | | 3 031 | | 36 369 | | – | | – |
| Bulk purchases - Electricity |  | – | – | | – | | – | | – | | – | | – | | – | | – | | – | | – | | | – | | – | | – | | – |
| Bulk purchases - Water & Sewer |  | 375 | 375 | | 375 | | 375 | | 375 | | 375 | | 375 | | 375 | | 375 | | 375 | | 375 | | | 375 | | 4 500 | | – | | – |
| Other materials |  | 7 478 | 7 478 | | 7 478 | | 7 478 | | 7 478 | | 7 478 | | 7 478 | | 7 478 | | 7 478 | | 7 478 | | 7 478 | | | 7 478 | | 89 732 | | – | | – |
| Contracted services |  | 9 141 | 9 141 | | 9 141 | | 9 141 | | 9 141 | | 9 141 | | 9 141 | | 9 141 | | 9 141 | | 9 141 | | 9 141 | | | 9 141 | | 109 696 | | – | | – |
| Grants and subsidies paid - other municipalities |  | – | – | | – | | – | | – | | – | | – | | – | | – | | – | | – | | | – | | – | | – | | – |
| Grants and subsidies paid - other |  | – | – | | – | | – | | – | | – | | – | | – | | – | | – | | – | | | – | | – | | – | | – |
| General expenses |  | 11 914 | 11 914 | | 11 914 | | 11 914 | | 11 914 | | 11 914 | | 11 914 | | 11 914 | | 11 914 | | 11 914 | | 11 914 | | | 11 914 | | 142 969 | | 26 234 | | – |
| Cash Payments by Type |  | **50 387** | **50 387** | | **50 387** | | **50 387** | | **50 387** | | **50 387** | | **50 387** | | **50 387** | | **50 387** | | **50 387** | | **50 387** | | | **50 387** | | **604 643** | | **26 234** | | **–** |
|  |  |  |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | | | – | |  | |  | |  |
| Other Cash Flows/Payments by Type |  |  |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | | |  | |  | |  | |  |
| Capital assets |  | 121 783 | 121 783 | | 121 783 | | 121 783 | | 121 783 | | 121 783 | | 121 783 | | 121 783 | | 121 783 | | 121 783 | | 121 783 | | | 121 783 | | 1 461 394 | | – | | – |
| Repayment of borrowing |  | – | – | | – | | – | | – | | – | | – | | – | | – | | – | | – | | | – | | – | | 138 213 | | – |
| Other Cash Flows/Payments |  | – | – | | – | | – | | – | | – | | – | | – | | – | | – | | – | | | – | | – | | – | | – |
| Total Cash Payments by Type |  | **172 170** | **172 170** | | **172 170** | | **172 170** | | **172 170** | | **172 170** | | **172 170** | | **172 170** | | **172 170** | | **172 170** | | **172 170** | | | **172 170** | | **2 066 037** | | **164 447** | | **–** |
|  |  |  |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | | | – | |  | |  | |  |
| NET INCREASE/(DECREASE) IN CASH HELD |  | **132 241** | **(22 837)** | | **(26 082)** | | **(28 191)** | | **(23 927)** | | **4 583** | | **4 583** | | **4 583** | | **4 583** | | **4 583** | | **4 583** | | | **(3 705)** | | **55 000** | | **144 162** | | **–** |
| Cash/cash equivalents at the month/year beginning: |  |  | 132 241 | | 109 405 | | 83 323 | | 55 132 | | 31 206 | | 35 789 | | 40 372 | | 44 956 | | 49 539 | | 54 122 | | | 58 706 | | – | | 55 000 | | 199 162 |
| Cash/cash equivalents at the month/year end: |  | 132 241 | 109 405 | | 83 323 | | 55 132 | | 31 206 | | 35 789 | | 40 372 | | 44 956 | | 49 539 | | 54 122 | | 58 706 | | | 55 000 | | 55 000 | | 199 162 | | 199 162 |

## 2.7. Parent Municipality Financial Performance

## 2.8. Municipal Entity Financial Performance Municipal entity summary

| Description  R thousands | Ref | 2014/15 | Budget Year 2015/16 | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Audited  Outcome | Original  Budget | Adjusted  Budget | Monthly  actual | YearTD  actual | YearTD  budget | YTD  variance | YTD  variance  % | Full Year Forecast |
| **Revenue By Municipal Entity** |  |  |  |  |  |  |  |  |  |  |
| Insert name of municipal entity |
| **Total Operating Revenue** |  |  |  |  |  |  |  |  |  |  |
| **Expenditure By Municipal Entity** |  |  |  |  |  |  |  |  |  |  |
| Insert name of municipal entity |
| **Total Operating Expenditure** |  |  |  |  |  |  |  |  |  |  |
| **Surplus/ (Deficit) for the yr/period Capital Expenditure By Municipal Entity** |  |  |  |  |  |  |  |  |  |  |
| Insert name of municipal entity |
| **Total Capital Expenditure** |  |  |  |  |  |  |  |  |  |  |

If the municipality has municipal entities, provide a summary for all entities of

### 2.8.1. ANDA Revenue

The Agency gets its Grant Funding primarily from the District Municipality. The Agency also mobilises external funding.

|  |  |
| --- | --- |
| ANDAs Funding Sources | |
| Municipal Grant | 88% |
| HWSETA | 11% |
| Interest Received | 1% |
| Rental Income | 0% |

*ANDAs Funding Sources***:**

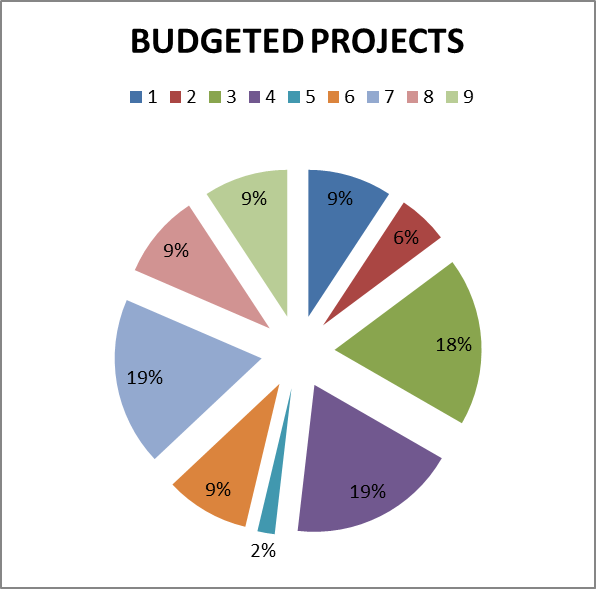
### 2.8.2. ANDA Operating Expenditure

**The Agency was allocated R20 million for the year 2016/2017.**

|  |  |  |
| --- | --- | --- |
| BUDGET ALLOCATION 2016/17 | | |
| Budgeted Salaries | 8 075 000.00 | 34 % |
| Budgeted General Costs | 4 4 574 452.66 | 19% |
| Budgeted Capital Costs | 110 982 547.42 | 47% |

**Allocation per Project:**

|  |  |
| --- | --- |
| PROJECTS ALLOCATION | |
| SMME & YOUTH DEVEOPMENT | 9% |
| GOXE FARM PROJECT | 6% |
| LIVESTOCK PRODUCTION | 18% |
| MFUNDISWENI SKILLS DEVELOPMENT | 19% |
| MSUKENI | 2% |
| FORT DONALD | 9% |
| GRAIN PRODUCTION | 9% |
| MBIZANA CHICKEN ABBATTOIR | 9% |
| UMZIMVUBU GOATS | 18% |

****

### 2.8.3. ANDA Capital Expenditure

**Expenditure per Project:**

|  |  |  |
| --- | --- | --- |
| PROJECTS ALLOCATION AND EXPENDITURE | | |
| PROJECT ALLOCATION | | EXPENDITURE PER PROJECT |
| SMME & YOUTH DEVEOPMENT | 9% | 10% |
| GOXE FARM PROJECT | 6% | 4% |
| LIVESTOCK PRODUCTION | 18% | 35% |
| MFUNDISWENI SKILLS DEVELOPMENT | 19% | 18% |
| MSUKENI | 2% | 3% |
| FORT DONALD | 9% | 0% |
| GRAIN PRODUCTION | 9% | 0% |
| MBIZANA CHICKEN ABBATTOIR | 9% | 0% |
| UMZIMVUBU GOATS | 18% | 1% |

## 2.9. Capital Program Performance Capital Programs Performance

The disclosure on capital programs performance must include at least-

1. Capital expenditure by month,
2. A summary of capital expenditure by asset class and sub-class

***Supporting Table SC12: Monthly expenditure performance trend***

### 2.9.1. Supporting Table SC 13

Supporting Tables SC 13 include the following:

***SC13a: Capital Expenditure on new assets by asset class***

| DC44 Alfred Nzo - Supporting Table SC13a Monthly Budget Statement - capital expenditure on new assets by asset class - M06 December | | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Description | Ref | 2015/16 | Budget Year 2016/17 |  |  |  |  |  |  |  |
| Audited Outcome | Original Budget | Adjusted Budget | Monthly actual | YearTD actual | YearTD budget | YTD variance | YTD variance | Full Year Forecast |
| R thousands | 1 |  |  |  |  |  |  |  | % |  |
| Capital expenditure on new assets by Asset Class/Sub-class |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
| Infrastructure |  | 0 | 1269593752 | 0 | 55886708.61 | 246743168.8 | 634796876 | 3.88E+08 | 0.611304 | 876627392 |
| Infrastructure - Road transport |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Roads, Pavements & Bridges |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Storm water |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Infrastructure - Electricity |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Generation |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Transmission & Reticulation |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Street Lighting |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Infrastructure - Water |  | 0 | 1246936752 | 0 | 53719938.53 | 228753738.3 | 623468376 | 3.95E+08 | 0.633095 | 805876123.4 |
| Dams & Reservoirs |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Water purification |  | 0 | 1246936752 | 0 | 53719938.53 | 228753738.3 | 623468376 | 3.95E+08 | 0.633095 | 805876123.4 |
| Reticulation |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Infrastructure - Sanitation |  | 0 | 22657000 | 0 | 2166770.08 | 17989430.54 | 11328499.98 | -6660931 | -0.58798 | 70751268.6 |
| Reticulation |  | 0 | 22657000 | 0 | 2166770.08 | 17989430.54 | 11328499.98 | -6660931 | -0.58798 | 70751268.6 |
| Sewerage purification |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Infrastructure - Other |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Waste Management |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Transportation |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Gas |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Other |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
|  |  |  |  |  |  |  |  |  |  |  |
| Community |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Parks & gardens |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Sportsfields & stadia |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Swimming pools |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Community halls |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Libraries |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Recreational facilities |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Fire, safety & emergency |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Security and policing |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Buses |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Clinics |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Museums & Art Galleries |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Cemeteries |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Social rental housing |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Other |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Heritage assets |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Buildings |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Other |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
|  |  |  |  |  |  |  |  | 0 |  |  |
| Investment properties |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Housing development |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Other |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Other assets |  | 0 | 191800000 | 0 | 56581.5 | 13398268.73 | 95900000.04 | 82501731 | 0.860289 | 53677711.68 |
| General vehicles |  | 0 | 1600000 | 0 | 0 | 0 | 800000.04 | 800000 | 1 | 0 |
| Specialised vehicles |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Plant & equipment |  | 0 | 1470000 | 0 | 0 | 125955.74 | 735000 | 609044.3 | 0.828632 | 301943.4 |
| Computers - hardware/equipment |  | 0 | 29200000 | 0 | 0 | 3846628.53 | 14599999.98 | 10753371 | 0.736532 | 16073703.36 |
| Furniture and other office equipment |  | 0 | 15230000 | 0 | 0 | 4696430 | 7615000.02 | 2918570 | 0.383266 | 24292620 |
| Abattoirs |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Markets |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Civic Land and Buildings |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Other Buildings |  | 0 | 144300000 | 0 | 56581.5 | 4729254.46 | 72150000 | 67420746 | 0.934452 | 13009444.92 |
| Other Land |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Surplus Assets - (Investment or Inventory) |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Other |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
|  |  |  |  |  |  |  |  |  |  |  |
| Agricultural assets |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| List sub-class |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
|  |  |  |  |  |  |  |  | 0 |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
| Biological assets |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| List sub-class |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
|  |  |  |  |  |  |  |  | 0 |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
| Intangibles |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Computers - software & programming |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Other |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
|  |  |  |  |  |  |  |  |  |  |  |
| Total Capital Expenditure on new assets | 1 | 0 | 1461393752 | 0 | 55943290.11 | 260141437.5 | 730696876 | 4.71E+08 | 0.643982 | 930305103.7 |
|  |  |  |  |  |  |  |  |  |  |  |
| Specialised vehicles |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Refuse |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Fire |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Conservancy |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |
| Ambulances |  | 0 | 0 | 0 | 0 | 0 | 0 | 0 |  | 0 |

***SC13c: Expenditure on repairs and maintenance by asset class***

| DC44 Alfred Nzo - Supporting Table SC13c Monthly Budget Statement - expenditure on repairs and maintenance by asset class - M06 December | | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Description | Ref | 2015/16 | Budget Year 2016/17 |  |  |  |  |  |  |  |
| Audited Outcome | Original Budget | Adjusted Budget | Monthly actual | YearTD actual | YearTD budget | YTD variance | YTD variance | Full Year Forecast |
| R thousands | 1 |  |  |  |  |  |  |  | **%** |  |
| Repairs and maintenance expenditure by Asset Class/Sub-class |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
| Infrastructure |  | **26 449** | **89 732** | **–** | **10 257** | **69 634** | **44 866** | (24 768) | **-55.2%** | **85 811** |
| Infrastructure - Water |  | 26 449 | 89 732 | – | 10 257 | 69 634 | 44 866 | (24 768) | **-55.2%** | 85 811 |
| Water purification |  | (2) | – | – | – | – | – | – |  | – |
| Reticulation |  | 26 450 | 89 732 | – | 10 257 | 69 634 | 44 866 | (24 768) | **-55.2%** | 85 811 |
| Heritage assets |  | – | – | – | – | – | – | – |  | – |
| Investment properties |  | **–** | **–** | **–** | **–** | **–** | **–** | – |  | **–** |
| Other assets |  | **16 576** | **6 438** | **–** | **235** | **3 516** | **3 219** | **(297)** | **-9.2%** | **6 357** |
| General vehicles |  | 10 894 | 900 | – | 54 | 132 | 450 | 318 | 70.7% | 113 |
| Computers - hardware/equipment |  | 4 184 | 350 | – | – | – | 175 | 175 | 100.0% | – |
| Furniture and other office equipment |  | 821 | 1 782 | – | – | 2 014 | 891 | (1 123) | -126.0% | 3 901 |
| Other Buildings |  | 677 | 2 500 | – | 162 | 816 | 1 250 | 434 | 34.7% | 1 308 |
| Other |  | – | 906 | – | 19 | 555 | 453 | (102) | -22.5% | 1 036 |
|  |  |  |  |  |  |  |  |  |  |  |
| Agricultural assets |  | **–** | **–** | **–** | **–** | **–** | **–** | **–** |  | **–** |
| Biological assets |  | **–** | **–** | **–** | **–** | **–** | **–** | **–** |  | **–** |
| Intangibles |  | **–** | **–** | **–** | **–** | **–** | **–** | **–** |  | **–** |
| Total Repairs and Maintenance Expenditure |  | **43 025** | **96 170** | **–** | **10 492** | **73 150** | **48 085** | **(25 065)** | **-52.1%** | **92 168** |
|  |  |  |  |  |  |  |  |  |  |  |
| Specialised vehicles |  | **–** | **–** | **–** | **–** | **–** | **–** | **–** |  | **–** |

***SC13d: Depreciation by asset class***

| DC44 Alfred Nzo - Supporting Table SC13d Monthly Budget Statement - depreciation by asset class - M06 December | | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Description | Ref | 2015/16 | Budget Year 2016/17 |  |  |  |  |  |  |  |
| Audited Outcome | Original Budget | Adjusted Budget | Monthly actual | YearTD actual | YearTD budget | YTD variance | YTD variance | Full Year Forecast |
| R thousands | 1 |  |  |  |  |  |  |  | **%** |  |
| Depreciation by Asset Class/Sub-class |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
| Infrastructure |  | **58635747.98** | **55000000** | **0** | **0** | **0** | **27499999.98** | 27500000 | **1** | **0** |
| Infrastructure - Other |  | 58635747.98 | 55000000 | 0 | 0 | 0 | 27499999.98 | 27500000 | **1** | 0 |
| Other |  | 58635747.98 | 55000000 | 0 | 0 | 0 | 27499999.98 | 27500000 | **1** | 0 |
|  |  |  |  |  |  |  |  |  |  |  |
| Total Depreciation |  | **58635747.98** | **55000000** | **0** | **0** | **0** | **27499999.98** | **27500000** | **1** | **0** |

***3. Midterm Performance Analysis***

*3.1. Introduction*

*3.1.1. Purpose*

The purpose of this report is to provide the Senior Management Team (SMT) with the draft (unaudited) mid-term organisational performance analysis for the 2016/17 financial year.

*3.1.2. Background*

The Alfred Nzo Municipality’s vision, mission and core values are depicted as follows:

Vision

Mission

Core values

For the period under review, the ANDM approved the 2016/17 SDBIP in July 2016. The SDBIP implements and monitors Council’s progress in relation to Council priorities, which have been translated into strategic goals. Having indicated this, the IDP and PMS unit has prepared a draft (unaudited) organisational performance analysis report for the purposes of the mid-term performance review.

*3.1.3. Data Integrity*

IDP and PMS has performed data integrity on all the performance information contained on this report. The integrity process was done in line with the Framework for Managing Programme Performance Information issued by National Treasury.

*3.1.4. Management Responsibility*

Senior Management Team (SMT) to endorse (prior to internal auditing processes) the performance information contained on this mid-term organisational performance report for the period ending 31 December 2015, as a true reflection of all the projected targets versus the actual targets achieved. Senior Management Team has provided reasons for variation for the projected targets that were not achieved, as well as corrective and/or improvement plans for the targets that were not achieved.

*3.15. Performance Against Predetermined Objectives*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Index | National Key Performance Areas | Desired Outcome | Ref | Strategic Objective |
| A | Municipal Transformation And Organisational Development | Self-sustainable, compliant, efficient and capable Municipality | A1 | Improve organisation, capacity, knowledge and Transformation |
| A2 | Optimise systems, administration and operating procedures |
| A3 | Increase performance and efficiency levels |
| B | Basic Service Delivery | Improved quality of life | B1 | Increase access to municipal services |
| B2 | Improve the quality of Municipal Infrastructure services |
| B3 | Improve the quality and flow of water and sanitation |
| C | Local Economic Development | Development in Rural areas and maximum utilisation of natural resources | C1 | Strengthen internal & external LED capacity |
| C2 | Improve economic viability |
| C3 | Promote the earnings potential of ANDM Communities |
| D | Financial Viability And Financial Management | Self-sustainable, compliant, efficient and capable Municipality | D1 | Increase revenue collection |
| D2 | Improve expenditure management and controls |
| D3 | Maximise economies of scale and value for money by complying with SCM policies. |
| D4 | Improve budgeting, reporting and compliance. |
| D5 | Optimise use of municipal assets |
| D6 | Strengthen financial management system |
| E | Good Governance And Public Participation | Self-sustainable, compliant, efficient and capable Municipality | E1 | Promote Public participation and Good Meaningful Governance |
| E2 | Strengthen Governance and reduce risk |
| F | Cross Cutting Issues | Integrated Development and strong partnerships. | F1 | Improve Municipal planning and spatial development |
| F2 | Improve Disaster Management and Prevention |
| F3 | Improve community and health and safety |
| F4 | Improve Environmental Health & Safety |
| F5 | Strengthen Intergovernmental Relations |

*3.2. Overall Organisational Performance Highlights*

The following diagram indicates the overall organisational performance by Department

# Office of the Municipal manager

*Department Overview*

The Office of the Municipal Manager has eight units, and is charged with the following functions and duties:

### Office of the Speaker

Purpose: To promote council legislative authority and oversight over executive.

***Functions:***

* Presides over meetings of council
* Assumes responsibilities for the legislative functions of Council
* Ensures that council meetings are conducted in accordance with the rules and order
* Ensure that council conducts its business in a transparent manner

## Office of the Mayor

Purpose: promote the integrated sustainable socio-economic development and political stability

***Functions:***

* Presides over Mayoral committee meetings
* Perform ceremonial functions
* Performs delegated function by the council
* Provide political guideline, IDP/Budget/SDBIP and annual performance of S56 Manager and financial matters of the municipality
* Submission of statutory reports to council
* Responsible for political supervision of the administration

### Office Of The Chief Whip

Purpose: To promote the district-wide service delivery efficiency and effectiveness

***Functions:***

* Political functionary placed to ensure that council interest are carried out by councillors
* advise councillors on important issues on council agenda and party to party caucuses
* Advise speaker in what order the important issues should be dealt with in the council
* ensures that meeting procedures are properly followed
* advises on quotation and sitting of council meetings and committee
* Promotes and maintains positive party to party relations and deployment to council committees.

### Office Of The Municipal Manager

Purpose: Overall Municipal Administration

***Functions:***

Oversees day to day running’s of the Office of the Municipal Manager, political offices and units within the department

### Internal Audit

***Purpose:***

* Coordinate and controls processes and procedures associated with the formulation of the Municipality’s risk based Audit Plan and Program.
* The rendering of comprehensive or compliance, financial and operations and performance and fraud-risk review audits.

***Functions:***

* To provide Internal Audit services as per Section 165, MFMA
* Prepare Internal Audit Plan.
* Advise Accounting Officer and report to Audit Committee on the implementation of IA plan and matters relating to:
* Internal Audit
* Internal Controls
* Accounting procedures and practises
* Risk and Risk management
* Performance management
* Loss control
* Compliance with laws

### Risk Management

***Purpose:***

* Identifies broad risk & compliance strategy & define/implements/monitors short term plans/objectives.
* Manage key processes/procedural compliance/risk applications associated with the functionality and ensuring implementation of risk management frameworks form National Treasury

***Functions:***

Manage key processes/procedural compliance/risk applications associated with the functionality and ensuring implementation of risk management frameworks form National Treasury.

### Legal Services

***Purpose:***

* Coordination of Municipal legal services and support
* Prevents municipal legal disputes
* Provide legal support to Local Municipality within the district

***Functions:***

Provide legal support to the municipality, local municipalities and its related entities within the district.

### Strategic Management

***Purpose:***

* Manage/development/implementation; review of the IDP and OPMS
* Manage/development/review of the vision and long term strategy and IGR
* provide institutional legal support to Council; MAYCO
* Manage the development; implementation/review of the institutional strategic transformation agenda.
* Responsible for all functions that have a legislative mandate in the Office of the Executive Mayor i.e. SPU ; Communications and Strategic Services

***Functions:***

* Manage/development/implementation; review of the IDP and OPMS
* Responsible for all functions that have a legislative mandate in the Office of the Executive Mayor i.e. Special Programmes Unit ; Communications, IGR and Strategic Services

*Performance Overview*

*Achieved Targets vs Not Achieved by Unit*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Unit | Total No. of Targets | No.  Achieved | No  Not Achieved | % Achieved | %  Not Achieved |
| Communication | 21 | 15 | 6 | 71% | 19% |
| IGR | 4 | 4 | 0 | 100% | 0% |
| Internal Audit | 5 | 4 | 1 | 60% | 40% |
| Legal Services | 6 | 6 | 0 | 100% | 0% |
| Office of the Municipal Manager | 12 | 6 | 6 | 50% | 50% |
| Office of the Speaker | 15 | 13 | 2 | 87% | 13% |
| Risk Management | 8 | 5 | 3 | 63% | 37% |
| SPU | 16 | 6 | 10 | 38% | 62% |
| Total | 87 | 59 | 28 | 71% | 29% |

*Projected Expenditure vs Actual by Unit*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Unit | Total No. of Targets | No.  Achieved | No  Not Achieved | % Achieved | %  Not Achieved |
| Communication |  |  |  |  |  |
| IGR |  |  |  |  |  |
| Internal Audit |  |  |  |  |  |
| Legal Services |  |  |  |  |  |
| Office of the Municipal Manager |  |  |  |  |  |
| Office of the Speaker |  |  |  |  |  |
| Risk Management |  |  |  |  |  |
| SPU |  |  |  |  |  |
|  |  |  |  |  |  |

*Performance highlights*

*Challenges*

*Office of the Municipal Manager SDBIP Report*

*Communication*

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| ***SDBIP Number*** | Output | IDP Project | ***IDP Ref*** | Strategic Objective | KPI | ***Total Budget*** | ***Vote No.*** | ***Annual Target*** | ***MIDTERM Target*** | ***MIDTERM Actual*** | MIDTERM  Activities | MIDTERM  Activity Achieved | ***Achieved (Y/N)*** | ***MIDTERM Budget*** | ***MIDTERM Expense*** | Reason for Variance | Corrective Action | POE | ***POE Submitted (Y/N)*** |
| 11.1.1.1 | 19 devices procured annually | Audio visuals and Equipment | A2 | Optimise systems, administration and operating procedures | 19 communication equipment procured | R 1000 000.00 | VOTE:OPEX: 50110 | 19 | 2 | 2 | 01 Video editing software procured  01 video controller procured | Partially achieved, 01 Video editing software procured  Partially achieved, 01 video controller procured | N | R200 000.00 | R 155 568 .04 | Awaiting service provider to deliver  SCM processes delayed | Engage the service provider  Engage SCM on procurement process | Order  Tender advert |  |
| 11.1.1.2 | 02 Hiring of professional sound system major Council events |  | A2 | Optimise systems, administration and operating procedures | 02 Hiring of professional sound system major Council events | R0.00 |  | 2 | 1 | 1 | 01 Hiring of professional sound system major Council events | Achieved, 01 Hiring of professional sound system major Council events | Y | R0.00 | R0.00 | None | None | Invoices of goods procured |  |
| 11.1.1.3 | 20 activities branded and marketed | Branding and Marketing | A2 | Optimise systems, administration and operating procedures | Number of products procured to brand and market municipal programmes | R 1 500 000.00 | VOTE: OPEX: 111044013 | 20 | 10 | 10 | 10 of products procured to brand and market municipal programmes | Achieved, 05 of products procured to brand and market municipal programmes | Y | R1000 000,00 | R 606  950.15 | None | None | Branding and marketing products |  |
| 11.1.1.3 | 20 activities branded and marketed | Branding and Marketing | A2 | Optimise systems, administration and operating procedures | Number of website & intranet upgrade | R0.00 |  | 2 | 2 | 0 | 02 Website & intranet upgrade conducted | Partially Achieved, 02 Website & intranet upgrade conducted | N | R0.00 | R0.00 | Pending meetings with service provider | Website to go live in due course | Order, invoice |  |
| 11.1.1.3 | 20 activities branded and marketed | Branding and Marketing | A2 | Optimise systems, administration and operating procedures | Number of Communication strategy review and induction sessions conducted | R0.00 |  | 1 | 1 | 1 | 01 Communication strategy review session conducted | Not achieved | N | R0.00 | R0.00 | Communication strategy review was postponed by political leadership | New date was set for February 2017 | Attendance register |  |
| 11.1.1.3 | 20 activities branded and marketed | Branding and Marketing | A2 | Optimise systems, administration and operating procedures | Number of diaries, journals and calendars procured | R0.00 |  | 800 | 800 | 800 | 800 diaries, journals & & calendars procured | Partially achieved | N | R0.00 | R0.00 | Delayed SCM processes | Speed up SCM processes | Tender advert |  |
| 11.1.1.3 | 20 activities branded and marketed | Branding and Marketing | A2 | Optimise systems, administration and operating procedures | Number of annual communicators Awards event | R0.00 |  | 1 | 1 | 1 | One Annual Communicators Award conducted | Achieved, one Annual Communicators Award conducted | Y | R0.00 | R0.00 | None | None | Attendance register and photos |  |
|  | Website,  Intranet and  social media Net works | Branding and Marketing | A2 | Optimise systems, administration and operating procedures | 400 new items posted on the website, intranet and social media networks annually.  Annual target | R0.00 |  | 400 | 200 | 385 | 200 new items posted on the website, intranet and social media networks quarterly. | Achieved, 385 new items posted on the website, intranet and social media networks | Y | R0.00 | R0.00 | More items needed to be posted on the website, intranet and social media networks | None | Copies items posted on website, intranet and social media networks |  |
| 11.1.1.4 | 4 Newsletters  Produced annually | Newsletter and leaflets Production | E1 | Promote Public participation and Good Meaningful Governance | Number of newsletters produced and distributed. | R 500 000.00 | VOTE:111044070 | 04 | 2 | 2 | 02 x newsletter produced | Achieved, 02 x newsletter produced | Y | R125 000, 00 | R116 594.30 | None | None | Copies of the publications produced |  |
| 11.1.1.5 | 12 leaflets produced  Annually | Newsletter and leaflets Production | E1 | Promote Public participation and Good Meaningful Governance | 12 leaflets produced | R0.00 |  | 12 | 6 | 6 | 06 leaflets produced quarterly | Achieved, 06 leaflets produced | Y | R0.00 | R0.00 | None | None | Copies of the publications produced |  |
|  |  | Newsletter and leaflets Production | E1 | Promote Public participation and Good Meaningful Governance | 4 newsletters translated | R100 000.00 | VOTE: OPEX 111044012 | 4 | 2 | 2 | 2x newsletters translated | Achieved 2x newsletters translated | Y | R25 000.00 |  | None | None | Copies of translated publications |  |
|  |  | Newsletter and leaflets Production | E1 | Promote Public participation and Good Meaningful Governance | 12 leaflets to be translated | R0.00 |  | 4 | 6 | 6 | 06 leaflets to be translated quarterly | Achieved, 06 leaflets to be translated quarterly | Y | R0.00 | R0.00 | Translation was done in house | None | Copies of translated publications |  |
| 11.1.1.6 | 10 signage activities done annually | Signage | E1 | Promote Public participation and Good Meaningful Governance | 10 procurement signage for municipal facilities done annually | R 300 000.00 | 111044092 | 10 | 3 | 2 | 03 procurement signage for municipal facilities done annually | Partially achieved, 02 procurement signage for municipal facilities done annually | N | R150 000.00 |  | Paperwork lost 3times at SCM and the two procured signage was mistakenly taken from branding and marketing | Redo the paperwork | Samples of signage products and invoices |  |
| 11.1.1.7 | 40 municipal programmes publicized | Publicity Costs | E1 | Promote Public participation and Good Meaningful Governance | 40 municipal programmes published | R 1800 000.00 | 111044084 | 40 | 20 | 26 | 20 publicity activities conducted quarterly | Achieved, 26 publicity activities conducted quarterly | Y | R450 000,00 | R 334 504.00 | None | None | Audio clips, cuttings and photos |  |
|  | 40 municipal programmes publicized | Publicity Costs | E1 | Promote Public participation and Good Meaningful Governance | 04 Panel Discussion conducted annually | R0.00 |  | 4 | 1 | 1 | One panel discussion conducted quarterly | Achieved, one panel discussion conducted | Y | R0.00 | R0.00 | None | None | Audio clips, cuttings and photos |  |
|  | 40 municipal programmes publicized | Publicity Costs | E1 | Promote Public participation and Good Meaningful Governance | 40 Phuhla Alfred Nzo Radio programmes conducted annually | R0.00 |  | 40 | 20 | 19 | 10 Phuhla Alfred Nzo Radio programmes conducted quarterly | Achieved, 19 Phuhla Alfred Nzo Radio programmes conducted | Y | R0.00 | R0.00 | None | None | Audio clips, cuttings and photos |  |
|  | 40 municipal programmes publicized | Publicity Costs | E1 | Promote Public participation and Good Meaningful Governance | 04 Media Engagements session conducted annually | R0.00 |  | 4 | 1 | 1 | 01 x media engagement session conducted quarterly | Achieved, 01 x media engagement session conducted | Y | R0.00 | R0.00 | None | None | Attendance register Photos |  |
|  | 40 municipal programmes publicized | Publicity Costs | E1 | Promote Public participation and Good Meaningful Governance | 400 new items posted on social media networks annually | R0.00 |  | 400 | 100 | 385 | 100 new items posted on social media networks quarterly | Achieved, 237 new items posted on the website, intranet and social media networks | Y | R0.00 | R0.00 | More items needed to be posted on the website, intranet and social media networks | None | Copies items posted on website, intranet and social media networks |  |
| 11.1.1.8 | 2 Legacy & Heritage (LH) programmes conducted | Heritage and Legacy Programmes | E1 | Promote Public participation and Good Meaningful Governanc | 02 Legacy programmes – cultural festival and heritage month conducted as part of Heritage Month activities | R 500 000.00 | 111044061 | 2 | 0 | 0 | NONE | None | N | R0.00 | R0.00 | None | None | None |  |
| 11.1.1.9 | 12 community outreaches conducted quarterly | Community Outreaches | E2  F5 | Strengthen Governance and reduce risk | Number of community outreaches conducted annually | R 300 000.00 | 111044021 | 12 | 6 | 8 | 06 community outreach conducted quarterly | Achieved, 08 community outreach conducted quarterly | Y | R75 000,00 | R 0.00 | Community outreaches were done in conjunction with other internal departments and spending was shared | None | Attendance register photos |  |
| 11.1.1.10 | Translated municipal publications | Translation of Municipal Publications | E2  F5 | Strengthen Governance and reduce risk | Number of Translated municipal publications | R 100 000.00 | 1110044012 | 4 | 1 | 1 | 1 Municipal publication translated | Duplication of the translation | Y | R25 000.00 |  | Duplication of the translation | Duplication of the translation | Duplication of the translation |  |

##### KPI Analysis

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| *Total Number of Target* | *Achieved* | *% Achieved* | *Not Achieved* | *% Not Achieved* |
| 21 | 15 | 71% | 6 | 29% |

*IGR*

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| SDBIP Number | Output | IDP Project | IDP Ref | Strategic Objective | KPI | Total Budget | Vote No. | Annual Target | MIDTERM Target | MIDTERM Actual | MIDTERM  Activities | MIDTERM  Activity Achieved | Achieved (Y/N) | MIDTERM Budget | MIDTERM Expense | Reason for Variance | Corrective Action | POE | POE Submitted (Y/N) |
| ***11.1.2.1*** | 4 IDP rep forum Convened | IGR and Stakeholders management | **F5** | Strengthen Intergovernmental Relations | Number of IDP Rep Forums held | ***R 500 000.00*** | ***11100 44206*** | ***4*** | ***2*** | ***2*** | One IDP Rep Forum held  One IDP Rep Forum held | Two IDP Rep Forums held and supported | ***Y*** | ***R250 000.00*** | ***R133 500.00*** | None | None | Attendance register |  |
| ***11.1.2.2*** | 4 stakeholders meeting convened | IGR and Stakeholders management | **F5** | Strengthen Intergovernmental Relations | Number of Technical Forums held with stakeholders | ***4*** | ***2*** | ***2*** | One technical meeting convened with stakeholders  One technical meeting convened with stakeholders | Two technical meetings convened with stakeholders | ***Y*** | None | None | Attendance register and minutes |  |
| ***11.1.2.3*** | 4 stakeholders meeting convened | IGR and Stakeholders management | **F5** | Strengthen Intergovernmental Relations | Number of District Mayor’s Forum held with stakeholders | ***4*** | ***2*** | ***2*** | One technical meeting convened with stakeholders  One technical meeting convened with stakeholders | Two technical meetings convened with stakeholders with District Mayor’s Forum | ***Y*** | None | None | Attendance register and minutes |  |
| ***11.1.2.4*** | 4 Bilateral or multilateral meetings held | Municipal cooperative agreements  (MIR & Protocol) | **F5** | Strengthen Intergovernmental Relations | Number of bilateral or multilateral meeting held locally or international. | ***R 800 000.00*** | ***11100 44215*** | ***4*** | ***2*** | ***2*** | One Bilateral or multilateral meeting held  One Bilateral or multilateral meeting held | Three Bilateral or multilateral meetings held with the City of Lusaka, Ekurhuleni Metro, O. R. Tambo and Alfred Nzo DM. | ***y*** | ***R400 000.00*** | ***R230047.00*** | None | None | Attendance register and minutes |  |

##### KPI Analysis

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| ***Total Number of Target*** | ***Achieved*** | ***% Achieved*** | ***Not Achieved*** | ***% Not Achieved*** |
| 4 | 4 | 100% | 0 | 0% |

*Internal Audit*

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| *SDBIP Number* | Output | IDP Project | IDP Ref | Strategic Objective | KPI | *Total Budget* | *Vote No.* | *Annual Target* | *MIDTERM Target* | *MIDTERM Actual* | MIDTERM  Activities | MIDTERM  Activity Achieved | *Achieved (Y/N)* | *MIDTERM Budget* | *MIDTERM Expense* | Reason for Variance | Corrective Action | POE | POE Submitted (Y/N) |
| 11.1.3.2 | Updated Dashboard Report | Maintain Dashboard report | A2 | Optimise systems, administration and operating procedures | % of updated dashboard reports | R 0.00 |  | 04 | 02 | 02 | Update Dashboard Report(1) | Dashboard report was updated | Y | R0.00 | R0.00 | None | None | Dashboard Report |  |
| 11.1.3.3 | Monitor and report on implementation of AG plan | Follow-up on implementation of management action plan | A2 | Optimise systems, administration and operating procedures | Number of follow-ups IA and AG conducted | R0.00 |  | 04 | 02 | 02 | Conduct (1) follow up reviews | Conducted follow up reviews: ICT,SCM and Expenditure, Performance Information, Records Management, Risk Management processes and Asset Management  Follow up on the implementation of AG Action Plan | Y | R0.00 | R0.00 | None | None | Engagement Letter: Follow up Reviews- AG and IA  AG and IA Action Plan |  |
| 11.1.3.5 | Completed mandatory Internal Audit assignments | Mandatory Internal Audit assignments | A2 | Optimise systems, administration and operating procedures | % of completed mandatory Internal audit assignments | R800 000.00 |  | 04 | 02 | 01 | Conduct (1) Mandatory Internal audit | 01 Mandatory audit was performed | N | R200 000.00 | R 260 300.00 | None | None | Q1 Performance Report |  |
| 11.1.3.6 | Completed specialized Internal Audit Assignments | Co-sourced specialized Internal Audit Assignments | A2 | Optimise systems, administration and operating procedures | % of completed co-sourced specialized Internal audit assignments | R 800 000.00 |  | 03 | 03 | 0 | Quality Assurance Reviews  Conduct Municipal Standard Chart of Accounts  Review  Conduct Project management reviews | Quality Assurance reviews are progress  mSCOA reviews are in progress  The audit assignment is in progress | N | R 600 000.00 | R0.00 | Quality Assurance Review,,Mscoa and project management reviews are still in progress, only the Planning phase has been finalised. The project were delayed due to the external audit processes by AG. | The outstanding work will be finalised during the second quarter. February 2017 | Engagement Letters |  |
| 11.1.3.7 | 6 audit committee meetings held. | Maintain effective Audit Committee | E2 | Strengthen Governance and reduce risk | Number of audit committee meeting held. | R 600 000.00 |  | 05 | 05 | 03 | Facilitate (1) Audit Committee meeting seating  Facilitate (2) Audit Committee meeting seating | One Audit Committee meetings held on 25 October 2017 | Y | R378 000.00 | R134 164.00 | None | None | Minutes of the Audit Committee Meetings held |  |

##### KPI Analysis

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| --- | --- | --- | --- | --- |
| ***Total Number of Target*** | ***Achieved*** | ***% Achieved*** | ***Not Achieved*** | ***% Not Achieved*** |
| 5 | 3 | 60% | 2 | 40% |

*Risk Management*

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| SDBIP Number | Output | IDP Project | IDP Ref | Strategic Objective | KPI | Total Budget | Vote No. | Annual Target | Mid Term Target | Mid Term Actual | Midterm  Activities | Mid Term  Activity Achieved | Achieved (Y/N) | Midterm Budget | Midterm Expense | Reason for Variance | Corrective Action | POE | POE Submitted (Y/N) |
| 11.1.4.1 | 2 Risk Assessment workshop held | Risk Assessment workshop (IT and fraud enterprise) | E2 | Strengthen Governance and reduce risk  Strengthen Governance and reduce risk | 1 Risk assessment workshop held | R200 000.00 | 111044216 | 2 | 1 | 1 | Conduct IT and Fraud risk assessment  Monitor the implementation of the IT and Fraud risk mitigation plans | Target achieved, risk assessment has been conducted. The monitoring of the implementation of risk mitigation plans is continuously happen. | y | R200 000.00 | R 129 549.00 | None | None | Consolidated Risk Register |  |
| 11.1.4.2 | 1 Reviewed Risk Management Framework | Review of Risk management framework | E2 | Strengthen Governance and reduce risk  Strengthen Governance and reduce risk | 1 Reviewed Risk Management framework | R 150 000.00 | 1110442196 | 1 | 1 | 1 | Develop TORs and submit to SCM for procurement  Table the Framework to Risk Management Committee for for comments and recommendation to the Council for approval | TORs were developed, approved and submitted to SCM for procurement.  The review of Risk Management Framework is completed, waiting to be tabled to the risk management committee for inputs and comments. | y | R150 000.00 | 190 480.00 | The variance on the amount spent versus budget is the results of inadequate budgeting | To ensure adequate budgeting of this project in the future. | TORs  Draft Framework |  |
| 11.1.4.3 | Reviewed Fraud prevention plan | Review of Fraud prevention Plan | E2 | Strengthen Governance and reduce risk | 1 Reviewed Fraud prevention plan | R 150 000.00 | 111044216 | 1 | 1 | 0 | Develop TORs and submit to SCM for procurement  Review the Fraud Prevention Plan, amend and update the gaps. | TORs were developed, approved and submitted to SCM for processing.  Target not achieved | n | R150 000.00 | R0.00 | Delays in the procurement of the service provider to assist with the review of the fraud prevention plan. | Strict observation of the procurement plan | TOR |  |
| 11.1.4.4 | 1 Reviewed Anti-corruption strategy | Development and review of anti-corruption strategy | E2 | Strengthen Governance and reduce risk | 1 Anti – corruption strategy developed | R150 000.00 | 111044216 | 1 | 1 | 1 | Develop TORs and submit to SCM for procurement | Target achieved, TORs were developed, approved and submitted to SCM.  The service provider was appointed and developed the Anti-corruption strategy. | y | R150 000.00 | 198 500.00 | The variance on the amount spent versus budget is the results of inadequate budgeting | To ensure adequate budgeting of this project in the future. | Draft Anti-corruption strategy |  |
| 11.1.4.5 | 1 established and operational ethics hotline | Establishment of ethics hotline and implementation | E2 | Strengthen Governance and reduce risk | 1 Operational ethic hotline | R 100 000.00 | 111044216 | 1 | 1 | 0 | Develop TORs and submit to SCM for procurement  Workshop the ethics hotline to municipal staff and relevant stakeholders | Target not achieved | N | R 100 000.00 | R0.00 | This target has not been tabled to council for endorsement, due to the delays in the setting up of the Risk Committee which is a governance structure that need to assess the feasibility of establishing the ethics hotline prior to council endorsement. | The Chairperson of the Risk Committee has been appointed, this target will be tabled for their assessment on the meeting which is schedule to sit on the 06th January 2017. | N/a |  |
| 11.1.4.6 | 1 Completed Business continuity strategy | Development of Business continuity Strategy | E2 | Strengthen Governance and reduce risk | 1 business continuity strategy completed | R 0.00 | N/A | 1 | 1 | 1 | Develop a draft Business Continuity Strategy  Consultation on the draft Business Continuity Strategy to relevant stakeholders for inputs and comments. | Target achieved, consultation with TREASURY, ANDM ICT Unit and Disaster Risk Management Services on the draft Business Continuity Strategy has been undertaken. | Y | R0.00 | R0.00 | None | None | Draft Business Continuity Strategy |  |
| 11.1.4.7 | Remunerated risk committee members | Remuneration of risk committee members | E2 | Strengthen Governance and reduce risk | 100% Amount spent on the remuneration of risk committee members | R 100 000.00 | 111044216 | 4 | 2 | 0 | One Risk Management Committee meeting | Target not achieved, no risk management committee meeting has taken place thus far. | n | R 25 000.00 | R 0.00 | Delays in the appointment of the Chairperson of the Risk Committee is a prime reason why the meetings has not taken place. | The Chairperson has been appointed and the the first meeting is set to take place on the 06th January 2017. | Appointment letter |  |
| 11.1.4.8 | 1 Risk Management Software procured | Risk, audit and compliance software | E2 | Strengthen Governance and reduce risk | Number of Risk Management Software’s procured | R 400 000.00 | 11144216 | 1 | 1 | 1 | Develop TORs and submit to SCM for procurement  Installation and Training on the Software | Target partially achieved, the tender to procure the software was advertised and closed on the 19th December 2016, waiting to be evaluated by the bid evaluation committee. | y | R4 00 000.00 | R0.00 | Delays in the procurement process to solicit the service. | Strict observation of the procurement plan is encouraged. | Tender Advert |  |

##### KPI Analysis

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| --- | --- | --- | --- | --- |
| ***Total Number of Target*** | ***Achieved*** | ***% Achieved*** | ***Not Achieved*** | ***% Not Achieved*** |
| 8 | 5 | 63% | 3 | 37% |

*Special Programmes Unit*

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| ***SDBIP Number*** | Output | IDP Project | ***IDP Ref*** | Strategic Objective | KPI | ***Total Budget*** | ***Vote No.*** | ***Annual Target*** | ***MIDTERM Target*** | ***MIDTERM Actual*** | MIDTERM  Activities | MIDTERM  Activity Achieved | ***Achieved (Y/N)*** | ***MIDTERM Budget*** | ***MIDTERM Expense*** | Reason for Variance | Corrective Action | POE | ***POE Submitted (Y/N)*** |
| 11.1.8.1 | 10 Financially assisted students | Mayoral Education Intervention Programme | B1 | Increase access to municipal services | Number of assisted pupil | R 500 000.00 | BTO IS CREATING A VOTE | 10 | 2 | 2 | Policy development  Awareness program and selection of beneficiaries | Policy development  Awareness program and selection of beneficiaries | Y | R0.00 | R0.00 | None | None | Attendance register |  |
| 11.1.8.2 | 1 Completed construction of youth office | Completion of Youth office | B1 | Increase access to municipal services | % of construction completed | R 200 000.00 | BTO IS CREATING A VOTE | 1 | 2 | 1 | Terms of Reference and Specification for 2nd phase  Facilitate procurement | Terms of Reference and Specification for 2nd phase  Facilitate procurement | N | R0.00 | R0.00 | Procurement for the 2nd phase of the youth office not done due to nature and none alignment of the project with other departments | Waiting for the midterm review for the reviewal of the project | TOR’s |  |
| 11.1.8.3 | 12 Disability programmes coordinated and supported | District Disability programmes, Care Support and Implementation | B1 | Increase access to municipal services | Number of Disability programmes coordinated and supported | R 400 000.00 | 1115044032 | 4 | 6 | 5 | Disability & HIV AIDS Programme  Disability Tribute Excellent awards  Disability awareness campaign  Schools Assistance Programme  International Day of Disabled person  Disability awareness campaign | Disability & HIV AIDS Programme  Disability Tribute Excellent awards  Disability awareness campaign  Schools Assistance Programme  International Day of Disabled person  Disability awareness campaign | N | R100 000.00 | R202 086.32 | Tribute awards not done due to response delays LM’s | Nomination forms to be distributed 3 months before the date of the actual date of the programme | Attendance register and report |  |
| 11.1.8.4 | 4 Disability forum meetings conducted |  | B1 | Increase access to municipal services | Number of Disability Forum Meetings conducted | R0.00 |  | 4 | 2 | 0 | 1 Forum Meeting  1 Forum Meeting | None | N | R0.00 | R0.00 | Meeting not sat due to none attendance of members | Provision of transportation from the villages members reside | None |  |
| 11.1.8.5 | 4 Special groups initiatives programmes supported | SPU Mainstreaming | C3 | Promote the earnings potential of ANDM Communities | Number of Special groups initiatives programmes supported | R 500 000.00 | 1115044232 | 4 | 2 | 2 | 1 Special Initiative done  1 Special initiative done | Alcohol and Substance Abuse programme conducted in 4 LM’s  supported Young women traditional dance attended satma awards in Richards bay; girl child dignity campaign and women project as part of 16 days of activism | Y | R125 000.00 | R130 450.00 | None | none | Attendance register |  |
| 11.1.8.6 | 14 Youth development programmes coordinated and supported | Youth Development & Transformation programmes |  |  | Number of Youth development programmes coordinated and implemented | R 2000 000.00 | 1115044113 | 14 | 8 | 6 | Provision of support to 2 youth initiatives  Collection of database for youth projects  Bilateral with institution of higher learning for MOU development  Leadership seminar  Educational Support to 3 schools and Exam Prayer  O.R. Tambo Schools Debate  Juvenile support program  Provision of support to 2 youth initiatives | 2 Youth initiatives supported CD launch in Matatiele and Book launch  Data base for youth projects collected  Leadership seminar conducted  Exam Prayer and 4 visits to schools educational support conducted in Mzimvubu LM Mt Frere  Javelin support programme conducted in Ntabankulu LM in-partnership with Ntabankulu LM and NYDA  2 Youth initiatives supported with Irrigation material and awards supportt | N | R500 000.00 | R995 202.71 | O. R. Tambo Schools Debate not d one | will be reviewed in the midterm review | Attendance register and report |  |
| 11.1.8.7 | 4 District youth council meetings conducted |  |  |  | Number of District Youth council meetings conducted | R0.00 |  | 4 | 2 | 0 | Youth Policy Development  Launch of District youth Forum | Youth Policy Development | N | R0.00 | R0.00 | Youth Forum not launched due to none attendance by Mbizana LM | Will be done in the 3rd quarter | Reviewed Policy |  |
| 11.1.8.8 | 08 Older Persons programmes coordinated | Older Person’s Care and Support | E2 | Promote Public participation and Good Meaningful Governance | Number of Older Persons Programmes supported and coordinated | R 400 000.00 | 1115044207 | 9 | 5 | 5 | Review of Older persons forum  Training and capacity building  Awareness on Women’s Health  Older persons Month commemoration  Older persons projects support | Older Persons forum reviewed  training and capacity building for older persons conducted  Awareness on Women’s Health conducted in Matatiele LM Matiyase  Older persons month commemoration conducted in a form of older persons parliament  older persons project supported Matatiele lm makabongwe op | Y | R100 000.00 | R157 515.30 | None | None | Attendance register and report |  |
| 11.1.8.9 | 4 older person’s forum meeting conducted |  |  |  | Number of Older Persons Forum Meetings Conducted | R0.00 |  | 4 | 2 | 1 | 1 forum meeting  1 forum meeting | 1 forum meeting sat | N | R0.00 | R0.00 | meeting not sat due to Q2 busy schedule | In future meetings should be scheduled before December month | Attendance register |  |
| 11.1.8.10 | 08 children programmes coordinated and supported | Coordination of District Children’s development programmes, care and support |  |  | Number of Children’s programmes coordinated and supported | R 400 000.00 | 1115044230 | 8 | 5 | 4 | Review of children’s Rights Council  Early Parenting Awareness  Training and capacity building  Children (OVC) Xmas party  The right to play | children’s rights council reviewed  early parenting awareness conducted in Ntabankulu Lm  Children’s phungulelweni  OVC Xmas party conducted in Mzomtsha Mbizana LM  pre-school in Ntabankulu lm supported as part of right to play programme | N | R100 000.00 | R113 411.80 | None | None | Attendance register and report |  |
|  | 4 Children’s Advisory Council Meetings sat |  |  |  | Number of Children’s advisory council meetings conducted | R0.00 |  | 4 | 2 | 0 | 1 Children’s Advisory Council meeting  1 Children’s advisory Council meeting | None | N | R0.00 | R0.00 | Delay of submissions of representatives by departments |  | None |  |
| 11.1.8.11 | 08 Gender programmes coordinated and supported | Gender Development & transformation Programmes |  |  | Number of Gender programmes coordinated and supported | R 400 000.00 | 1115044042 | 8 | 5 | 4 | Young woman’s Road show programme  National Woman’s day  Early parental program  Men as partners of Gender Equality  16 days of activism against violence on women and children | Young woman’s roadshow programme conducted in Ntabankulu lm mazeni village  National Women’s month conducted in partnership with premier’s office  early parental programme conducted in Mbizana LM Tshayingca jss  16 days of activism against violence on women and children launched in Mbizana LM and closure in Ntabankulu lm by prayer | N | R100 000.00 | R157 283 18 | Men’s as partners of Gender Equality not done due to festive season | Will be considered during midterm review | Attendance register and report |  |
|  | 4 Gender Forum Meetings Sat |  |  |  | Number of Gender Forum Meetings conducted | R0.00 |  | 4 | 2 | 1 | 1 Gender Forum meeting | woman’s forum s reviewed | N | R0.00 | R0.00 | One meeting not sat due to busy schedule of December | Meetings must not be scheduled for December period | Attendance register |  |
| 11.1.8.12 | 9 HIV and AIDS awareness programmes conducted | HIV and AIDS, TB Awareness Programmes | F3 | Improve community and health and safety | Number of HIV and AIDS awareness campaigns conducted | R 200 000.00 | 1115044018 | 9 | 4 | 4 | Operation Masinyange Ward based programmes  HIV/AIDS, TB awareness (WIPAA disability)  World AIDS Day  HIV/AIDS awareness –Young Woman | operation Masinyange ward based programme launched in Hlane village Mzimvubu lm ward 17  hiv/aids; tb {Wippa disability} conducted in Mfundisweni Ntabankulu lm  world aids day conducted in Mbizana lm  hiv/aids awareness – young woman conducted in tshayingca  jss Mbizana lm | Y | R100 000.00 | R4 750.00 | None | None | Attendance register and report |  |
| 11.1.8.13 | 08 HIV and AIDS care and support programmes conducted | HIV and AIDS TB Coordination Care and Support programmes |  |  | Number of HIV and AIDS awareness campaigns conducted | R 400 000.00 | 1115044018 | 8 | 4 | 4 | Nurture Newly supported HIV and AIDS support group  Treatment Adherence Campaign  Support 4 HIV/AIDS & TB Community based Organisation  Support 4 HIV/AIDS & TB Support Groups | New support groups were visited for needs analysis  Treatment adherence campaign conducted in Lugangeni Mzimvubu lm  2 support Groups supported with seedlings and garden tools, Siyazama SG ward 7 Mzimvubu lm and Sinosizo SG ward 9 Mbizana lm  2 CBO’s supported with Home based care kit Siyaphambili HBC ward 17 Mzimvubu lm and masizalane Youth enhancement and home care organisation Mbizana lm | Y | R100 000.00 | R76 850.00 | Target for support of Support group not met reason delay in needs analysis assessment | Will be addressed in the midterm review | Attendance register and report |  |
|  | 4 District AIDS Council/Consultative Sessions Conducted |  |  |  | Number of DAC Consultative sessions conducted | R0.00 |  | 4 | 2 | 2 | 1 DAC Meeting | DAC review conducted | Y | R0.00 | R0.00 | None | None | Attendance register |  |

##### KPI Analysis

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| --- | --- | --- | --- | --- |
| ***Total Number of Target*** | ***Achieved*** | ***% Achieved*** | ***Not Achieved*** | ***% Not Achieved*** |
| 16 | 6 | 38% | 10 | 62% |

*Legal Services*

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| ***SDBIP Number*** | ***Output*** | ***IDP Project*** | IDP Ref | ***Strategic Objective*** | ***KPI*** | ***Total Budget*** | ***Vote No.*** | ***Annual Target*** | ***Mid Term Target*** | ***Mid Term Actual*** | ***Midterm***  ***Activities*** | ***Mid Term***  ***Activity Achieved*** | ***Achieved (Y/N)*** | ***Midterm Budget*** | ***Midterm Expense*** | ***Reason for Variance*** | ***Corrective Action*** | ***POE*** | ***POE Submitted (Y/N)*** |
| 1.4.1 | Legislatively compliant Policies | Analysis of Policies submitted for vetting | A2 | Optimise systems, administration and operating procedures | % of ANDM Policies analysed | R0.00 | N/A | 100% | 100% | 100% | 100% of received Policies analysed | 100% of received Policies analysed | R0.00 |  | Y | None | Copies of policies analysed | **Y** |  |
| 1.4.2 | Legislatively compliant Policies | Legal support and representation | A2 | Optimise systems, administration and operating procedures | % of ANDM cases attended to | R500 000.00 | 1110044053 | 100% | 80% | 100% | 50% of ANDM cases attended to | 100% of ANDM cases attended to | R250 000.00 |  | Y | None | Monthly Litigation Register | **Y** |  |
| 1.4.3 | Legislatively compliant Policies | Legal support and representation | A2 | Optimise systems, administration and operating procedures | % of Contracts drafted, analysed and vetted | R0.00 | N/A | 100% | 50% | 100% | 50% of Contracts drafted, analysed and vetted | 100% of Contracts drafted, analysed and vetted | R0.00 |  | Y | None | Copies of Contracts drafted, analysed and vetted | **Y** |  |
| 1.4.4 | Legislatively compliant Policies | Legal support and representation | E2 | Strengthen Governance and reduce risk | Number of compliance Circulars Developed | R0.00 | N/A | 12 | 6 | 6 | 6 compliance Circulars Drafted and submitted to MM | 6 compliance Circulars Drafted and submitted to MM | R 0.00 |  | Y | None | Copies of Compliance Circulars | **Y** |  |
| 1.4.5 | Adopted By-laws which are legally compliant | Review and /or development of bylaws |  |  | Number of reviewed and/or By-laws  (…and/or drafted By-laws) | R0.00 | N/A | 6 | 3 | 0 | Drafting of By-laws (Drafting and/or Review of By-laws)  Public participation and consultation with external stakeholders | Drafting of By-laws (Drafting and/or Review of By-laws)  Public participation and consultation with external stakeholders pending | R0.00 | 0 | Y | None | Copy of drafted and/or reviewed By-law | **Y** |  |
| 1.4.6 | Legally compliant Municipalities within ANDM | District Legal Services forum | F5 | Strengthen Intergovernmental Relations | Number of Fully Functionally District Legal Services Forum | R0.00 | N/A | 1 | 0 | 0 | Develop Terms of reference  Consultation with Local Municipalities | Developed Terms of reference  Consulted with Local Municipalities | R 100 000.00 | 0 | Y | None | Copy of developed Terms of Reference | **Y** |  |

##### KPI Analysis

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Total Number of Target | Achieved | % Achieved | Not Achieved | % Not Achieved |
| 6 | 6 | 100% | 0 | 0% |

*Office of the Municipal Manager*

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| SDBIP Number | Output | IDP Project | IDP Ref | Strategic Objective | KPI | Total Budget | Vote No. | Annual Target | Mid Term Target | Mid Term Actual | Midterm  Activities | Mid Term  Activity Achieved | Achieved (Y/N) | Midterm Budget | Midterm Expense | Reason for Variance | Corrective Action | POE | POE Submitted (Y/N) |
| 11.1.6.1 | 1 Municipal Planning calendar developed | Municipal Planning Calendar | A2 | Optimise systems, administration and operating procedures | Number of Municipal Planning calendar developed | R 0.00 |  | 1 | 1 | 1 | 1 x Municipal Planning calendar developed | 1 municipal calendar developed | Y | R0.00 | R 0.00 | None | None | Council resolution calendar |  |
|  | 4 Sessions to Monitor the implementation of the Municipal Calendar | Municipal Planning Calendar | A2 | Optimise systems, administration and operating procedures | Number of Quarterly monitoring sessions on the Implementation of the Municipal Planning Calendar held | R 0.00 |  | 4 | 2 | 1 | 1 Session held to monitor the implementation of Municipal Planning Calendar  1 Session held to monitor the implementation of Municipal Planning Calendar | no session held  1 session held | N | R0.00 | R 0.00 | There was no champion to champion the session | Manager Legal to ensure that sessions are sitting before the end of January 2017 | Agenda and attendance register |  |
| 11.1.6.2 | 1 Monitoring and Evaluation (M&E) Strategy developed | Development of the Monitoring & Evaluation Strategy | A2 | Optimise systems, administration and operating procedures | % of Monitoring and evaluation strategy developed and adopted | R 500 000.00 | BTO is still creating the vote no | 1 | 0 | 0 | Develop TORs and submit to SCM  Workshop on the M&E Strategy | tor’s developed and submitted to scm | Y | R350 000.00 |  | Funding was redirected to assist on PMS issues | Develop TOR tor review of the PMS framework by end of March 2017 | TOR’s M&E strategy invitations to the workshop and attendance register |  |
| 11.1.6.3 | 4 Poverty Alleviation Programmes implemented | Poverty Alleviation | A2 | Optimise systems, administration and operating procedures | Number of Poverty Alleviation Programmes conducted | R 700 000.00 | 1100044212 | 4 | 2 | 1 | 1 Poverty Alleviation Programme Implemented to 4 local municipalities  1 Poverty Alleviation Programme Implemented to 4 local municipalities | 2 poverty alleviation programme done | N | R350 000.00 |  | None | None | Advert; order and delivery note |  |
| 11.1.6.4 | 4 Mayoral/ EXCO outreaches held annually | Mayoral/ EXCO Outreaches | A2 | Optimise systems, administration and operating procedures | Number of Mayoral/EXCO outreaches for all four local municipalities within the district | R 500 000.00 | 1100044323 | 4 | 2 | 1 | 1 Concept document and an Implementation Plan for Mayoral/ EXCO outreaches developed  1 Outreach conducted in Mbizana LM  1 Outreach conducted in Umzimvubu LM | partially achieved one concept document developed  Achieved  Outreach conducted in Umzimvubu LM | N | R250 000.00 |  | Outreach moved to Q2 due to council inauguration | Programmes will be implemented in Q2 | Concept document; implementation plan and attendance register  attendance register and report |  |
| 11.1.6.5 | 4 Mayoral Intervention programmes held | Mayoral Intervention Programmes | A2 | Optimise systems, administration and operating procedures | Number Mayoral Intervention Programmes | R 500 000.00 | 1100044322 | 4 | 2 | 2 | 1 Mayoral Intervention Programme Implemented to 4 local municipalities  1 Mayoral Intervention Programme Implemented to 4 local municipalities | achieved 1 mayoral intervention programme implemented in mbizana  Achieved  Mayoral Intervention Programme Implemented to 4 local municipalities | Y | R300 000.00 |  | None | None | Order; delivery note and attendance register  ATTENDANCE REGISTER AND REPORT |  |
| 11.1.6.6 | 2 SDBIP Monitoring and Evaluation sessions for managers held in a year | SDBIP Monitoring and Evaluation for Management |  | To monitor the implementation of the municipal SDBIP and put strategies in place for any gaps identified | 2 SDBIP Monitoring and Evaluation sessions for managers held annually | R1 000 000.00 | 1100044128  1110044128 | 2 | 0 | 0 | NONE | none | Y | R0.00 | R 0.00 | None | None | None |  |
| 11.1.6.8 | 1 SDBIP reports developed and submitted | Development and Implementation of the SDBIP |  | To develop a clear implementation plan for the department | 1 SDBIPs Developed for the year | R0.00 | NONE | 4 | 2 | 2 | 1 x SDBIP reports developed and submitted by all Units  1 x SDBIP reports developed and submitted by all Units | 1 SDBIP report developed and submitted | Y | R0.00 | R 0.00 | None | None | Departmental SDBIP |  |
| 11.1.6.9 | 12 Senior Management meetings held annually | Senior Management Meetings |  | To monitor progress in the implementation of the Municipal Programme of Action | 12 Senior Management meetings held annually | R0.00 | NONE | 12 | 6 | 3 | 3 x SMM held quarterly  3 x SMM held quarterly | 2 SMM held  1 Senior Management held | N | R0.00 | R 0.00 | Meeting were converted to full management meeting  Management not held due to municipal business | Ensure that at least 1 SMM monthly | attendance register and minutes |  |
| 11.1.6.10 | 12 Extended Management meetings held | Extended Management Meetings |  | To report on progress made in implementing the Municipal Programme of Action | 12 Extended Management meetings held annually | R0.00 | NONE | 12 | 6 | 5 | 3 Extended Management meetings held  3 Extended Management meetings held | Extended Meetings held  2 extended management meetings held | N | R0.00 | R 0.00 | 1 meeting not held due to municipal business |  | attendance register and minutes |  |
| 11.1.6.11 | 1 Business Plan submitted to DoE for approval  12 Monthly reports submitted to DoE | Strategic Partnerships & Special Projects | F4 | Improve Environmental Health & Safety | Number of Energy Efficiency Demand Side Management submitted to DoE | R0.00 | NONE |  |  |  | 1 Business Plan submitted to DoE for approval  3 Monthly reports submitted to DoE | 1 business submitted to doe  not achieve | N | R0.00 | R 0.00 | None  Target was moved to IDMS | None | Business Plan; Monthly Reports |  |
| 11.1.6.12 | Office furniture procured and delivered. | Office Furniture | F4 | Improve Environmental Health & Safety | % of required office furniture & equipment procured | R500 000.00 |  | 100% | 100% | 100% | Procurement of Office Furniture | achieved | Y | R500 000.00 |  | None | None | Delivery note |  |

##### KPI Analysis

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Total Number of Target | Achieved | % Achieved | Not Achieved | % Not Achieved |
| 13 | 6 | 50% | 6 | 50% |

*Office of the Speaker*

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| SDBIP Number | Output | IDP Project | IDP Ref | Strategic Objective | KPI | Total Budget | Vote No. | Annual Target | Mid Term Target | Mid Term Actual | Midterm  Activities | Mid Term  Activity Achieved | Achieved (Y/N) | Midterm Budget | Midterm Expense | Reason for Variance | Corrective Action | POE | POE Submitted (Y/N) |
| 11.1.7.1 | Four study groups and workshop conducted | Council Study Groups and workshops | A1 | Improve organisation, capacity, knowledge and Transformation | Number of Council Study Groups and workshops conducted | R400 000.00 | 1106044080 | 4 | 2 | 4 | One council study group and workshop conducted  One council study group and workshop conducted | four study groups held | Y | R 100 000.00 |  | A number of centenary celebrations were to held in educating communities about the life of the late OR Tambo | One study group to be held per quarter | Attendance register | YES |
| 11.1.7.2 | Review & print 1 Standing Rules Booklet | Review & Printing 0f Standing Rules Booklet |  |  | Number of Standing Rules Booklets reviewed and printed | R300 000.00 | 11050 44128 | 2 | 1 | 2 | Review of the Standing Rules  Develop TORs for the design and printing of Standing Rules Booklet  Develop TORs for the design and printing of Standing Rules Booklet | council rules and orders reviewed | Y | R0.00 | r0, 00 | Awaiting promulgation of the Rules and Orders by the Printing Government Works before printing of the Rules and Orders | A meeting planned with the Government Printing Works in making follow up | Actual reviewed document of reviewed Rules and Orders | YES |
| 11.1.7.3 | Development of a concept document in preparation for the stakeholder consultative session | Community Structures for Consultation | A2 | Optimise systems, administration and operating procedures | Number of Public participation policy reviewed | R 0.00 | n/a | 1 | 0 | 0 | NONE | NONE | Y | R 0.00 |  | NONE | NONE | NONE |  |
| 11.1.7.4 | Council Chamber upgraded | Upgrade of the Council Chamber and Boardrooms | B2 | Improve the quality of Municipal Infrastructure services | Number of Council chambers upgraded | R500 000.00 | 1105044132 | 1 | 0 | 0 | Develop and submit TORs | terms of reference developed for the upgrade of council chambers and upgraded | Y | R200 000.00 |  | Not applicable | None | Terms of reference for the upgrade of Council Chambers | YES |
| 11.1.7.5 | One Open Council Day held annually | Open Council Day (State of the District Address) | E1 | Promote Public participation and Good Meaningful Governance | Number of Open Council Day held annually | R800 000,00 | 110544073 | 1 | 1 | 1 | NONE | one open council day held | Y | R0,00 |  | Open Council Day meeting for 2015/ 16 moved into the 2016/ 17 financial year due to strike action by employees | To be held within the present financial year for 2016/ 17 | Invitations of the Open Council Day;  Concept document for the Open Council Day | YES |
| 11.1.7.6 | Four community structures engagement held | Round table discussion with structured Civil Society Formations and NGOs |  |  | Number of community structures engagement held | R0.00 | N/A | 4 | 2 | 2 | 1 Round Table discussion with Civil Society Formation  1 Round Table with Non-Governmental Organizations | TWO ROUND TABLE DISCUSSIONS HELD | Y | R0.00 |  | Not applicable | None | Attendance registers;  Concept documents for the stakeholder engagement sessions | YES |
| 11.1.7.7 | Four Oversight and Service Delivery Monitoring visits held annually | Public Participation -  Taking District Council to the people oversight programme |  |  | Number of Oversight and Service Delivery Monitoring visits of government programmes conducted | R350 000,00 | 1105044082 | 4 | 2 | 0 | 1 Oversight and Monitoring visit in Ntabankulu Local Municipality  1 Oversight and Monitoring visit in in Mbizana Local Municipality  1 Round Table Discussion with Stakeholders held in Matatiele LM  1 Stakeholders Engagement Session held in Mbizana LM  1 Awareness programme witth Imbumba Yamakhosikazi Akomkhlu held in Umzimvubu LM(Msukeni) | NO OVERSIGHT VISITS CONDUCTED | N | R471 900,00 |  | Scheduled dates for the Oversight visits couldn’t be conducted due to inclement weather | Oversight visits to be held in the third quarter | None | NO |
| 11.1.7.8 | Four Moral Regeneration Workshops Conducted | Moral Regeneration Programmes |  |  | Number Moral Regeneration Workshops conducted | R250 000.00 | 11050 44129 | 4 | 2 | 3 | 1 Moral Regeneration Workshop conducted in Umzimvubu LM  1 Moral Regeneration Workshop conducted in Ntabankulu  1 Moral Regeneration Conference conducted in Alfred Nzo District Municipality | TWO MRM MEETINGS HELD;  ONE MRM WORKSHOP HELD | Y | R88 378.30 |  | The Provincial Department of Cooperative Governance and Traditional Affairs and SALGA arranged an induction training for all MPAC members | MPAC meetings to be held quarterly | Attendance registers;  Notices and agendas of MPAC meetings | YES |
| 11.1.7.9 | 1 Africa Month conducted | Africa Month Programmes |  |  | Number of Africa Month Programmes coordinated | R250 000.00 | 11050 44130 | 1 | 1 | 0 | Develop a Concept note and an Implementation Plan for Africa Month Programmes | CONCEPT DOCUMENT AND IMPLEMENTATION PLAN NOT DEVELOPED FOR AFRICA MONTH PROGRAMME | N | R0.00 |  | Still going to benchmark the concept document and implementation plan for Africa Day | The concept document and implementation plan to be modelled from the oncoming Africa Day | None | NO |
| 11.1.7.10 | 4 MPAC meetings convened | Municipal public accounts committee | E2 | Strengthen Governance and reduce risk | Number of MPAC meetings held | R 500 000.00 | 1105044126 | 4 | 4 | 4 | 2 MPAC meeting convened  2 MPAC meeting convened and MPAC members training workshop | two mpac meetings held  one workshop held for mpac members | Y | R 15 150.00 |  | An induction training programme arranged by the South African Local Government Association for the MPAC committee | One meeting/ workshop to be held once a quarter | Attendance register of the MPAC meetings;  Agenda and minutes of the MPAC meetings;  Invitation into the South African Local Government Association induction workshop for MPAC committee | YES |
| 11.1.7.11 | 4 quarterly Council and Committee sittings held | Council and Committee Sittings |  |  | Number of Council and Committee sittings held | R 0.00 | N/A | 4 | 2 | 2 | 1 council and Committee meeting  1 council and committee meeting | five (5) council meetings held | Y | R0 .00 |  | Various critical items had to be put before Council for compliance also | A calendar of Council meetings developed and adopted | Attendance register;  Notices and agendas of Council meetings;  Minutes of Council meetings | YES |
| 11.1.7.12 | 4 Whippery meetings held | Whippery meetings |  |  | Number of Whippery meetings held. | R 200 000. 00 | 1106044213 | 4 | 2 | 2 | One Whippery meeting convened  One Whippery meeting convened | One meeting held | Y | R50 000,00 |  | The structure of the whippery didn’t quorate as some councillors were recalled by their political party prior local government elections | The whippery will be convened on a quarterly basis moving forward | Attendance register | YES |
| 11.1.7.13 | 4 Council Caucus meetings convened | Council caucus |  |  | Number of Council Caucus meetings held | R 100 000.00 | 1106044217 | 4 | 2 | 6 | 1 caucus meeting convened  1 caucus meeting convened | SIX (6) CAUCUS MEETINGS HELD | Y | R25 000. 00 |  | The number of caucus meetings held tallies to a level with the one for Council meetings in allowing proper preparation on items to be considered by Council | Caucus meetings to precede meetings of Council | Attendance register | YES |
| 11.1.7.14 | 4 meetings held | District speakers forum meetings | F5 | Strengthen Intergovernmental Relations | Number of District Speakers Forum meetings held | R100 000.00 | 1105044131 | 4 | 2 | 2 | 1district speakers forum meeting convened  1 district speakers forum meeting convened | two district speakers forum meetings held | Y | R25 000.00 |  | None | Not applicable | Attendance registers;  Minutes of the District Speakers Forum meetings | YES |
| 11.1.7.15 | Four Constituency Work meeting convened | Constituency Work |  |  | Number of Constituency Work meeting held. | R500 000.00 | 11060 44214 | 4 | 2 | 2 | 1 Constituency Work meeting convened at  Matatiele Local Municipality  1 Constituency Work meeting convened at Umzimvubu Local Municipality | Four constituency work meetings held | Y | R125 000 .00 |  | The increase in the number of constituency work programmes was caused by the need to interact with communities in view of the 2016 local government elections | One constituency work programme to be held each quarter | Attendance registers | YES |

##### KPI Analysis

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Total Number of Target | Achieved | % Achieved | Not Achieved | % Not Achieved |
| 15 | 13 | 87% | 2 | 13% |

# Corporate Services

*Department Overview*

The Cooperate Services department at Alfred Nzo District Municipality consist of three sections that are responsible for the following functions:

*Admin Support*

This section is responsible for

* *The provision of general administration services and records/document management*
* *The provision of administration support*
* *Cleaning and security services; facilities management*

*Information and Communication Technology*

This section is charged with the following functions:

* *The installation and configuration computer software*
* *The provision of end-user support services*
* *The provision of advice on system and hardware requirements*
* *The management and maintenance of IT networks*
* *The management of municipal data integrity and data analysis services*
* *The development and maintenance of the municipal website*

*Human Resource Management and Development*

This section is responsible for the following functions:

* *Provision of the Human Resources Transactional and practices services*
* *Payroll administration and labour relations services*
* *Ensure compliance with legislation/relevant collective agreements/policies/procedures*
* *Employee wellness/Performance Management /job evaluation*
* *Capacity building*

*Performance Overview*

*Achieved Targets vs Not Achieved by Unit*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Unit | Total No. of Targets | No.  Achieved | No  Not Achieved | % Achieved | %  Not Achieved |
| Admin Support | 6 | 6 | 0 | 100% | 0% |
| Human Resource Management & Development | 11 | 10 | 1 | 91% | 9% |
| ICT | 25 | 20 | 5 | 80% | 20% |
| Department | 42 | 36 | 6 | 90% | 10% |

*Projected Expenditure vs Actual by Unit*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Unit | Total No. of Targets | No.  Achieved | No  Not Achieved | % Achieved | %  Not Achieved |
| Admin Support |  |  |  |  |  |
| Human Resource Management & Development |  |  |  |  |  |
| ICT |  |  |  |  |  |
|  |  |  |  |  |  |

*Performance highlights*

*Human Resources Management and Development*

* *Cascading down of PMS to permanent employees*
* *Submission*
* *End year function*
* *District Job Evaluation Unit fully functional*
* *Grant funding for 4 unemployed youth initiatives*
* *261 Beneficiaries in the unemployed youth initiatives*
* *Heritage day held*
* *Safety Audits and OHS audits done*
* *Immunization of WSP employees*
* *Training of Safety Reps and First Aiders*
* *3 Graduate in training absorbed by the municipality*
* *Career expo held*
* *17 beneficiaries in external bursaries*
* *05 study assistance benefiaries*
* *88 employees up skilled*
* *External Bursary beneficiaries have completed their qualifications*

*ICT*

* *Deployment of Internet alternative breakout for ANDM*
* *Establishment of two ICT Community Centres (Nophoyi and Vukuzenzele Special School)*
* *Deployment of data protection solution (Drive Lock)*
* *Deployment of data protection solution (DriveLock)*
* *Provision of tools of Trade for Councillors and Traditional leaders*
* *Implementation of mSCOA*

*Admin Support*

* *Appointment of cleaning material service provider*
* *Roll out of EDRM*
* *Monitoring of appointed sectary service providers*
* *Budget constraints – security services*
* *Satellite office not properly secured- no fencing in some satellites*
* *Roads to some sites not trafficable*
* *Existing records management procedure and file plan*
* *Centralisation of documents*
* *Sorting of municipal documents for disposal and appraisal*

*Challenges*

*Human Resources management and Development*

* *Poor performance by service providers due to lack of capacity although clear specification articulated*
* *Noncompliance with procurement plan due to delayed procurement processes.*
* *High vacancy rate.*
* *Limited budget to implement departmental mandate.*
* *Poor attendance of Wellness sessions*
* *Wellness strategy implementation*
* *Poor attendance of LM to the DJEU meetings*
* *Poor quality of Job description*
* *Sourcing of the service providers for panel inclusion*
* *Non submission of skills audit for Councillors*
* *Late signing or non-submission of performance contracts or agreements*
* *Non-compliance with set policy and procedure on employee related matter eg acting appoint appointments; recruitment processes.*
* *Non sitting / rescheduling/nonstop postponement performance assessments.*
* *Non approval of leave transactions on the ESS*
* *Late submission of payroll*
* *Late or non-submission job requisition forms*

*ICT*

* *Budget inadequacy*
* *Undocumented institutional workflows*
* *Undocumented organisational change management plan (affects reform implementation)*
* *Non-management of senior leadership profiles by relevant support personnel*

*Admin Support*

* *Shortage of staff*
* *Delayed appointed of cleaning material service provider*
* *Office space*
* *Delayed adoption of the reviewed records management policy*
* *Non-existence of reliable backup system for paper based documents*
* *Review of delegation and signing off of disposal and appraisal of documents*

*CPS INITIATIVES*

* *Employee Self Servcie*
* *EDRMS*
* *Funding and recruitment of Unemployed youth initiatives*
* *External Bursar Scheme*

*Corporate Services Office SDBIP Report*

*Admin Support*

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| SDBIP Number | Output | IDP Project | IDP Ref | Strategic Objective | KPI | Total Budget | Vote No. | Annual Target | Q2 Target | Q2 Actual | Q2  Activities | Q2  Activity Achieved | Achieved (Y/N) | Q2 Budget | Q2 Expense | Reason for Variance | Corrective Action | POE | POE Submitted (Y/N) |
| 11.2.1.1 | A sound paperless information environment and safeguarded institutional memory | Maintenance of Records Management System | A2 | Optimise systems, administration and operating procedures | % of all Municipal documents centralized; scanned and archived in terms of the National Archives Act | **R 500 000.00** | **50700154** | **100%** | **50%** | **50%** | Records Audit  Implementation File Plan | File plan is in place and implemented. It is also sent to provincial archives for review as there are some changes in the Provincial File Plan. Documents collected from the departments, centralised at registry. some documents are sorted for disposal | Y | R 300 000.00  . | 29500.00 | None | None | Terms of Reference |  |
| 11.2.1.2 | Legally compliant records management environment | Review records management policy and develop a records procedure manual | A2 | Optimise systems, administration and operating procedures | Number of policy reviewed | **R0.00** | **N/A** | **1** | **1** | **1** | Draft policy document for  presented to MANCO and other stakeholders | The policy reviewed policy waiting for the adoption by the council | Y | R0.00 |  |  |  | Terms of Reference |  |
|  | Legally compliant records management environment | Review records management policy and develop a records procedure manual | A2 | Optimise systems, administration and operating procedures | Number of procedure manual developed | **R0.00** | **N/A** | **1** | **1** | **1** | Draft procedure manual developed for comments by relevant stakeholders | Draft Procedure manual is in place as a product of consultation with relevant stake holders and was sent to Provincial Archives for an opinion. | Y | R0.00 |  | None | None | Draft Procedure manual  Attendance Register |  |
| 11.2.1.3 | Reduced number of reported incidents | Security Services | A2 | Optimise systems, administration and operating procedures | % of buildings and movable assets protected | **R 8 500 000.00** | **1700044095** | **100%** | **50%** | **50%** | Monitoring and payment of existing service providers | Monitoring of the appointed service providers. | Y | R424 000.00 |  | None | None | Draft Service Level Agreement |  |
| 11.2.1.4 | Hygienic and cleaned municipal environment / buildings | Cleaning Services | A2 | Optimise systems, administration and operating procedures | % of municipal buildings kept clean | **R 500 000.00** | **1700044020** | **100%** | **50%** | **50%** | Development of ToRs for Bulk cleaning Material  Appointment of service provider for one (1) and Delivery of Material | A tender was issued on delivery of bulk material for cleaning | Y | R 500 000.00 | R89,464.46 | None | None | Terms of Reference |  |
| 11.2.1.5 | Access control system fitted in all municipal buildings | Municipal Access Control System and Maintenance | A2 | Optimise systems, administration and operating procedures | Number of municipal buildings fitted with access control system | **R 250 000.00** | **5070081** | **100%** | **50%** | **50%** | Development of ToRs  60% Implementation of access control | Terms of reference are in place pending review by Specification committee. | Y | R 150 000.00 |  | Delays in specification review by relevant committee. | The process to appoint a service provider has just started. | Terms of Reference |  |

##### KPI Analysis

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Total Number of Target | Achieved | % Achieved | Not Achieved | % Not Achieved |
| 6 | 6 | 100% | 0 | 100% |

*Human Resource Management & Development*

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| SDBIP Number | Output | IDP Project | IDP Ref | Strategic Objective | KPI | Total Budget | Vote No. | Annual Target | Q2 Target | Q2 Actual | Q2  Activities | Q2  Activity Achieved | Achieved (Y/N) | Q2 Budget | Q2 Expense | Reason for Variance | Corrective Action | POE | POE Submitted (Y/N) |
| ***11.2.2.1*** | Meeting the Employment Equity targets set as per the Employment Equity Plan | Employment Equity Plan Implementation | ***A1*** | Improve organisation, capacity, knowledge and Transformation | % compliance with Municipal Equity Plan | ***R150 000.00*** | ***1700044283*** | ***90%*** | ***45%*** | ***45%*** | Submission of the annual employment equity report to DoL.  Training of the EE Consultative Forum  Continuous monitoring of the implementation of the EE Plan | Annual Employment Equity Report submitted to DoL  Training held by COGTA on the 05 December 2016  Continuous monitoring of the implementation of the EE Plan | ***N*** | ***R0.00*** | ***R199 400.00*** | None | None | Appointment Letter |  |
| ***11.2.2.2*** | Adopted Reviewed organogram | Review and adoption of the Organizational Structure | ***A1*** | Improve organisation, capacity, knowledge and Transformation | 1 adopted organogram | ***R 150 000.00*** | ***1700044281*** | ***1*** | ***1*** |  | Consultation processes on placement | Reviewed Organisational Structure was adopted by Council on the 23 November 2016 | ***Y*** | ***R150 000.00*** | ***R28 500*** | None | None | Minutes of Council |  |
| ***11.2.2.3*** | Number of induction sessions held | Development of structured induction programme | ***A1*** | Improve organisation, capacity, knowledge and Transformation | % of new employees inducted | ***R 30 000.00*** | ***1700044170*** | ***100%*** | ***50%*** | ***50%*** | Rollout of policies and Collective Agreements on Conditions of service/policies | Rollout of Policies and collective agreements on Conditions of service/ policies on the 15 December 2016. | ***Y*** | ***R10 000.00*** | ***0.00*** | None | None | Attendance Register |  |
| ***11.2.2.4*** | Number of employees trained | Coordination of all training and development programmes | ***A1*** | Improve organisation, capacity, knowledge and Transformation | % of workplace skills plan budget spent | ***R2 400 000.00*** | ***1700044145*** | ***100%*** | ***50%*** | ***60%*** | 50% Training conducted | 55% of training conducted.  One Manager trained on additional modules of the CPMD  10 Managers Attending Certificate In Municipal Finance (CPMD)  6 employees trained on Facilitation training  22 employees trained on end user computing  total 39 | ***Y*** | ***500 000*** | ***R396 400.00*** | None | None | Attendance  Registers |  |
| ***11.2.2.5*** | All posts evaluated submitted to the Unit | District Job Evaluation Unit | ***A1*** | Improve organisation, capacity, knowledge and Transformation | % of posts evaluated by the Unit and moderated by the Provincial Audit Committee | ***R 150 000.00*** | ***1700044304*** | ***60%*** | ***30%*** | ***30%*** | District Job Evaluation Unit fully functional in terms of the adopted Terms of Reference | District JOB Evaluation unit  on the 10 and 11November 2016 and 2 December 2016 and terms of reference were amended | ***y*** | ***R0.00*** | ***R34 054*** | None | None | Amended TORs and attendance register |  |
| ***11.2.2.6*** | Entrenched the culture of learning with the aim of achieving maximum performance from human capital | Study Assistance programme | ***A1*** | Improve organisation, capacity, knowledge and Transformation | Number of Employees furthering studies at Institutions of Learning | ***R 340 000.00*** | ***1700044143*** | ***10*** | ***5*** | ***5*** | Advertisement of the study grant | study grant advert issued  1 beneficiary BTECH public Management  1 beneficiary  diploma in fire technology | ***Y*** | ***R 340 000.00*** | ***R19 269.00*** | None | None | Study Grant Advert  Copies of approved study grant applications |  |
| ***11.2.2.7*** | Retained and trained employees to succeed those who might leave | Retention and Succession planning of staff | ***A1*** | Improve organisation, capacity, knowledge and Transformation | % of employees that have been retained and groomed to take over when other critical positions become vacant | ***R 0.00*** | ***N/A*** | ***100%*** | ***50%*** | ***%0%*** | Monitoring of the retention strategy monthly | Ongoing monitoring of the retention strategy | ***Y*** | ***R 0 00*** | ***0.00*** | None | None | - |  |
| ***11.2.2.8*** | Legislative complaint polices coordinated and adopted by Council | Policy development and review | ***A2*** | Optimise systems, administration and operating procedures | 100% Implementation of all policies | ***R 150 000.00*** | ***1700044 184*** | ***100%*** | ***50%*** | ***50%*** | Roll out sessions held Monitoring and implementing of policies | Reviewed policies were adopted by Council on the 15 December 2015 | ***y*** | ***R 150 000.00*** | ***R25 000.00*** | NONR | NONE | Mayoral Committee Attendance Register |  |
| ***11.2.2.9*** | Fully utilised payroll Employee Self Service module and all staff leave applications to be applied for, approved and updated electronically | Employee Self Services/VIP Fees | ***A2*** | Optimise systems, administration and operating procedures | Number of transactions performed per user | ***R 150 000.00*** | ***1700044171*** | ***465*** | ***465*** | ***465*** | Payment of ESS Annual fees. | Employees Utilised Employee Self Service,  Payment of ESS fees processed | ***Y*** | ***R 150 000.00*** | ***R77 849.00*** | None | None | ESS report attached |  |
| ***11.2.2.10*** | Operationalize Integrated Wellness Programme. | Integrated Wellness programme | ***A2*** | Optimise systems, administration and operating procedures | Implementation of wellness strategy | ***R 650 000.00*** | ***1700044035*** | ***1*** | ***1*** | ***0*** | Immunization of WSA employees  Procurement of personal protective clothing  Wellness Event  Training of supervisors and middle managers on Wellness matters.  Procurement of first Aid material  Heritage Day  Sport activity | Medical examinations have been conducted  TORS have been developed and submitted to supply chain  First aid material procured and distributed to WSA sites  heritage day held on the 26th September 2016  sport postponed due to limited budget | ***Y*** | ***R300 000*** | ***393 762.00*** | Refusal to attend by some of WSA employees  Delay by SCM office to finalise SCM processes  SHORTAGE OF FUNDS | None | Attendance registers  TORS  Delivery note  Attendance register |  |
| ***11.2.2.11*** | Broad coverage of all employees by IPMs and electronic PMS up and running | Performance management System | ***A3*** | Increase performance and efficiency levels | % of employees on PMS | ***R400 000.00*** | ***1700044066*** | ***80%*** | ***40%*** | ***40%*** | Quarterly Performance Reviews.  15% Roll out of PMS to permanent employees | quartely performance REVIEW POPULATED to all contract employees.  out of 38 contract employees only two have submitted their performance review reports for the first quarter (July to September)  Performance review report for the 2cnd quarter to be circulated between December and January  294 of permanent employees trained on PMS and expected to submit their PP before the end of 15th January 2016 | ***Y*** | ***R400 000.00*** | ***R400 000.00*** | None | None | Proof of sent emails to contract employees  Copy of submission register from PMS  Attendance registers |  |

##### KPI Analysis

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Total Number of Target | Achieved | % Achieved | Not Achieved | % Not Achieved |
| 11 | 10 | 91% | 1 | 9% |

*ICT*

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| SDBIP Number | Output | IDP Project | IDP Ref | Strategic Objective | KPI | Total Budget | Vote No. | Annual Target | Mid Term Target | Mid Term Actual | Midterm  Activities | Mid Term  Activity Achieved | Achieved (Y/N) | Midterm Budget | Midterm Expense | Reason for Variance | Corrective Action | POE | POE Submitted (Y/N) |
| *11.2.3.1* | Disaster Recovery System Tested | Disaster Recovery and Business Continuity | *A2* | Optimise systems, administration and operating procedures | % of Disaster Recovery solution deployed and tested | *R 1 500 000.00* | *507000141* | *100%* | *50%* | *25%* | Development of ToR  50% Implementation of Business Continuity | ToRs developed awaiting for Specification committee for further review before advert can be issued.  Implementation has not yet strated due to delays on Bid processes particular Specification Committee | *N* | *R 750 000.00* | *R 0.00* | Delayed Bid Processes | Appointment of service provider before 31 December 2016 to start implementation during shutdown days. | Terms of reference  Advertisement |  |
| *11.2.3.2* | Internet connectivity | Internet Alternative Breakout for ANDM |  |  | % of alternative internet breakout complteted | *R 200 000.00* | *1700 44077* | *100%* | *40%* | *40%* | Development of ToR | Terms of reference have been developed. | *Y* | *R 0.00* | *R 0.00* | None | None | Trems of reference |  |
| *11.2.3.3* | Internet connectivity to all municipal store sites. | Remote Sites Connectivity |  |  | % of completion of internet connectivity at all municipal stores | *R 200 000.00* | *1700 44077* | *100%* | *40%* | *40%* | Development of the TOR | Terms of Reference have been developed and advertisement issued. | *Y* | *R 0.00* | *R 0.00* | None | None | Terms of reference |  |
| *11.2.3.4* | SLA Maintained and renewed Software licenses | Municipal Licenses and SLAs |  |  | Number of Updated licenses and SLAs | *R 3 000 000.00* | *Municiapl ICT Licenses* | *100%* | *75%* | *75%* | Microsoft Licenses  Antivirus  Licences  VMware  Licences  Whatsup Gold Licenses  Mimecast Licenses  Payment of Munsoft License | Microsoft and Antivirus licenes were all paid and all SLAs are updated and monthly SLA payments were made.  Mimecast and Munsoft licenses have been paid and are up to date. | *Y* | *R 2 400 000.00* | *2 386 000.00* | None | None | Proof of payment for Vmware, Microsoft, Antivirus, Mimecast and Munsoft renewed licences . |  |
| *11.2.3.5* | SCOA Implementation | mSCOA Implementation and database upgrades |  |  | % Implementation of SCOA and migration to SCOA | *R 0.00* | *N/A* | *100%* | *50%* | *50%* | Change management processes  Data migration | Change Management guide document and report are in place awaiting for review by PSC and approval by ICTGC.  Data migration has been completed, migrating data from old to new NAMD Chart of Accounts. | *Y* | *R 0.00* | *R 0.00* | None | None | Change Management guiding document  Data migration plan,  New Chart Tes reports |  |
| *11.2.3.6* | Laptops and thin clients procured and delivered and server environment upgraded | Hardware infrastructure |  |  | 20 laptops and tools of trade procured, procured and installed for users | *R 1 200 000.00* | *507000041* | *25* | *15* | *15* | Development of ToRs  Procurement of 15 laptops and 4 projectors | ToRs for 2016/17 have been developed. 18 laptops, 2 projectors and 2 projector screens were procured delivered and installed at conference centre. Tools of trade for councilors procured, | *Y* | *R 350 000.00* | *R 1 056 912.00* | None | None | ToRs  Delivery note  Completion certificates |  |
| *11.2.3.7* | Upgrded network infrastructure | Upgrade of Network Infrastructure |  |  | % completion of upgraded network infrastructure | *R 1 000 000.00* | *507000111* | *100%* | *40%* | *40%* | Development of TOR for network upgrade at Main Offices | ToRs developed and advertisement has been issued. | *Y* | *R 0.00* | *R 0.00* | None | None | Terms of Reference |  |
|  |  |  |  |  |  | *R 650 00 000* | *507000111* | *100%* | *40%* | *40%* | Development of TOR for network upgrade at Ntabankulu LM | ToRs developed and advertisement has been issued. | *Y* | *R 0.00* | *R 0.00* | None | None | Terms of Reference |  |
| *11.2.3.8* | ANDM Records Electronically Filed and backed up | Implementation of EDRMS |  |  | % implementation of ERDMS | *R 13 000 000.00* | *50700154* | *100%* | *75%* | *75%* | 45% Implementation of ERDMS  75% Implementation of ERDMS | Review of the current file plan and alignment software and programming and Installation.  Electronic workflows have been developed. HODs have all signed workflow processes. Training for electronic workflows has been done for technical staff. Software installation, Testing and customisation of user rules. User trainings have been conducted. | *Y* | *R6 300 000.00* | *R 2,622 000.00* | None | None | Progress report as per the Implementation plan  Attendance Registers for meetings and Trainings  Expect report |  |
| *11.2.3.9* | Compliance MCGICTPF Phase 1 | ICT Governance implementation (Phase 3) |  |  | % of ICT Governance Implementation | *R 700 000.00* | *170004407* | *100%* | *0%* | *40%* | Development of ToRs for MCGICTPF Phase 3  Procurement processes | ToRs developed and reviewed by specification committee. Advertisement has been issued and closed. | *Y* | *R 0.00* | *R 0.00* | None | None | Terms of reference |  |
| *11.2.3.10* | Established new ICT centres | Establishment of ICT centre and Deployment of ICT equipment on thusong Centres |  |  | One (1) ICT centre established and Two (2) Thusong Centres equipped. | *R 700 000.00* | *507000151* | *3* | *0* | *3* | Identification of ICT centre  Centre preparation for installation of equipment | ToRs developed and waiting for advert to be issued.  Vukuzenzele has been prepared for deployment of ICT Equipment. Installation of network infrastructure has been concluded pending internet connectivity implementation. | *Y* | *R 0.00* | *R 0.00* | None | None | Terms of reference |  |
| *11.2.3.11* | Fully functioning and operating Computer Centers | ICT centres Maintenance and support |  |  | Number of Assessment Visits to all ICT Centers conducted | *R 0.00* | *N/A* | *100%* | *50%* | *50%* | Three (3) Site visit for all centres  Three (3) Site visit for all centres, hardware and infrastructure maintenance | Three (3) site have been visited.  All ANDM sites have been visited for the quarter and assessment reports were submitted | *Y* | *R 0.00* | *R 0.00* | None | None | Sites visit schedule  Attendance register  Site report |  |
| *11.2.3.12* | Internet installed in thusong centre | Connectivity of thusong centres |  |  | Number of thusong centres with functional internet connectivity | *R 200 000.00* | *1700038003* | *2* | *0* | *2* | Assessment of sites  Development of TORs | Assessment of all sites was performed and ToRs developed based on the assessment report.  Terms of reference have been developed for Nopoyi Thusong Centre and the advertisement has been issued. | *Y* | *R 0.00* | *R 0.00* | None | None | Terms of reference |  |
| *11.2.3.13* | Efficient data communication and telecommunications | Upgrade and Maintenance of data communication and telecommunications |  |  | % of maintained data communication and telecommunications | *R3000 000.00* | *507000141* | *100 %* | *50%* | *50%* | Account maintenance for Quarter 1  Account maintenance for Quarter 2 | Telkom account has been maintain for Voice and Data communication (Voice Calls, Internet and VPN). High telkom bill caused by heavy reliance to telecom services caused over expenditure for both quarters. | *Y* | *R1 500 000.00* | *R 1,789,672.65* | None | None | Proof of monthly payments  Consolidated quarterly usage report |  |
| *11.2.3.14* | Upgrade of look and feel and hosting SLA | Revamping of Website and Customer care Systems |  |  | % of ANDM Website and customer Care revamped | *R 500 000.00* | *17000 38003* | *100%* | *0%* | *50%* | Development of ToR for both Website and Customer Care Upgrade. | Terms of reference have been developed for both website and customer care system. Website upgrade has started and the process is at testing stage. | *Y* | *R 0.00* | *R 0.00* | None | None | ToRs  Appointment letter/ Order |  |
| *11.2.3.15* | ANDM sites visits | Monthly visit for all ANDM sites |  |  | % of ANDM remote sites visited for support | *R 0.00* | *N/A* | *100%* | *50%* | *50%* | Three (3) Site visit for all remote sites  Three (3) Site visit for all remote sites | Six (6) sites visited have been recorded for support and asset verification for the quarters | *Y* | *R 0.00* | *R 0.00* | None | None | Sites visit schedule  Attendance register  Site report |  |
| *11.2.3.16* | Duplicated information storages and live files for File Server | Establishment of First Disaster Recovery site within ANDM network at Disaster Management Centre in Mount Ayliff |  |  | Live files and VIP system duplicated to Disaster Management center as a first line fail over platform | *R0.00* | *None* | *100%* | *50%* | *50%* | Live VIP running at MT Ayliff DMC  File Server duplicated test and report file. | Live and VIP file for VIP have been updated at Mt DMC | *Y* | *R0.00* | *R0.00* | None | None | Project testing report  Closeout report and completion certificates |  |
| *11.2.3.17* | Backup records for the municipal information | Backup Monitoring |  |  | Number of Backups conducted and checklist signed by ICT Manager | *R0.00* | *None* | *12* | *6* | *6* | Review of backup checklist with backup quarterly report.  Disaster Recovery test certificate for quarter 1 and 2. | Review of second Quarter backup checklist with backup quarterly report.  Disaster Recovery test certificate for quarter 2 have been performed. | *Y* | *R0.00* | *R0.00* | None | None | Backup report signed by ICT Manager for all four firrst quarter |  |
| *11.2.3.18* | Approved Access control forms for users | Creation of users on business systems |  |  | % of access control forms approved | *R0.00* | *None* | *100%* | *50%* | *50%* | Create users in line with the approved access control forms  Create users in line with the approved access control forms | 46 Users have been created in the domain controller and business systems during quarter 1 and 2 period. | *Y* | *R0.00* | *R0.00* | None | None | Creation of users report.  Access control forms approved by ICT Manager |  |
| *11.2.3.19* | Roles and responsibilities reviewed and signed by supervisors and approved by ICT Manager | Review and enforcement of Roles and Responsibilities |  |  | % of Roles and responsibilities reviewed for all business systems (VIP, Munsoft, Sebata, Action It) | *R0.00* | *None* | *100 %* | *50%* | *50%* | First review report of Roles and Responsibilities  Second review report of Roles and Responsibilities | Review of Roles and responsibilities for both quarters has been performed for business systems and were all signed by supervisors per user. | *Y* | *R0.00* | *R0.00* | None | None | Quarterly reports on roles and responsibilities review approved by ICT Manager |  |
| *11.2.3.20* | Supply chain management solution deployed | SCM Solution |  |  | % of web based SCM solution deployed | *R25 000.00* | *17000* | *100%* | *40%* | *30%* | Consultation and Development of Specification document  Implementation of the solution | Implementation of the solution has not yet started yet pending finailisation of budget adjustment. | *N* | *R25.000.00* | *R 0.00* | Implementation has been delayed by insufficient funds | Project will be moved to 2017/18 FY if no sufficient funds availed during budget adjustment | Specification document |  |
| *11.2.3.21* | Internal Audit and Risk Management Solution deployed | Internal Audit and Risk Management solution |  |  | % of Internal Audit and Risk Management Solution deployed | *R25 000.00* | *17000* | *100%* | *40%* | *30%* | Consultation and Development of Specification document  Implementation of the solution | Implementation of the solution has not yet started yet pending finailisation of budget adjustment. | *N* | *R25.000.00* | *R 0.00* | Implementation has been delayed by insufficient funds | Project will be moved to 2017/18 FY if no sufficient funds availed during budget adjustment | Specification document |  |
| *11.2.3.22* | Project Management and Information system deployed in the network | Project Management System |  |  | % of Project Management and Information system deployed in the network | *R25 000.00* | *17000* | *100%* | *40%* | *30%* | Consultation and Development of Specification document  Implementation of the solution | Implementation of the solution has not yet started yet pending finailisation of budget adjustment. | *N* | *R25.000.00* | *R 0.00* | Implementation has been delayed by insufficient funds | Project will be moved to 2017/18 FY if no sufficient funds availed during budget adjustment | Specification document |  |
| *11.2.3.23* | Asset Management and Fleet Tracking System deployed | Asset Management System and Fleet Tracking System |  |  | % of Asset Management and Fleet Tracking System deployed | *R25 000.00* | *17000* | *100%* | *40%* | *30%* | Consultation and Development of Specification document  Implementation of the solution | Implementation of the solution has not yet started yet pending finailisation of budget adjustment. | *N* | *R25.000.00* | *R 0.00* | Implementation has been delayed by insufficient funds | Project will be moved to 2017/18 FY if no sufficient funds availed during budget adjustment | Specification document |  |
| *11.2.3.24* | Minutes of meetings | ICTGSC Meetings | *E2* | Strengthen Governance and reduce risk | Number of ICTGSC Meetings conducted | *R0.00* | *None* | *4* | *2* | *2* | ICTGSC Meeting  ICTGSC Meeting | ICTGC convened its meeting for the quarter where mSCOA Change Management report was for adoption by committee. | *Y* | *R0.00* | *R 0.00* | None | None | Notice of Meetings  Minutes of quarterly meetings signed by Chairperson |  |

##### KPI Analysis

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Total Number of Target | Achieved | % Achieved | Not Achieved | % Not Achieved |
| 25 | 20 | 80% | 5 | 20% |

# IDMS

*Department Overview*

The Municipality is a Water Services Authority under the Municipal Structures Act (No117 of 1998). The Municipality, being the WSA, has also decided to fulfil the Water Services Provider function for the local Municipalities that fall within its area of jurisdiction. These services are performed under the infrastructure within the DM.

The infrastructure department is split into three sections:

* *Water Services Authority (WSA)*
* *Project Management Unit (PMU)*
* *Water Services Provisioning (WSP).*

*Water Services Authority (WSA)*

The WSA is responsible for the compilation of the Water Services Development plan (WSDP) and the Master Plans for sanitation & transport planning. It is also responsible for the verification and review of by-laws and tariffs in terms of the Water Services Act (108 of 1997). It is also responsible for the investigations and designs of all water schemes and extensions.

The section is also responsible for the following:

* *Compilation of the Water Services Development plan (WSDP)*
* *Master Plans for sanitation & transport planning.*
* *Verification and review of by-laws and tariffs in terms of the Water Services Act (108 of 1997).*
* *Investigations and designs of all water schemes and extensions*
* *Environmental Management issues, Water conservation and demand management, ground water management issues, water quality issues and free basic services.*

*Project Management Unit (PMU)*

The PMU deals with all capital and MIG funded projects in the entire district. These include water, sanitation, community facilities, and LED projects. This section also deals with the management of the funding of projects for which applications have been received and the implementation thereof. The strategic objectives of this unit are to provide services including engineering and community services to address the current backlogs.

Amongst other functions, the section also performs the following:

* *The PMU deals with all capital and MIG funded projects in the entire district. These include water, sanitation, community facilities, and LED projects.*
* *This section also deals with the management of the funding of projects for which applications have been received and the implementation thereof.*
* *The strategic objectives of this unit are to provide services including engineering and community services to address the current backlogs.*

*Water Services Provisioning (WSP)*

The WSP is responsible for the operations and maintenance of the water purification and sewerage treatment works in all local municipalities within ANDM (Matatiele, Umzimvubu, Mbizana and Ntabankulu local Municipalities). It is responsible for the bulk and reticulation networks in the aforementioned municipalities. It is responsible for the operations and maintenance of water services infrastructure management of the drought relief funding, also deals with sampling for water and effluent quality testing and compliance with legislative requirements (BDS & GDS).

Amongst other functions, the section also performs the following:

* *Operations and maintenance of the water purification and sewerage treatment works in all local municipalities within ANDM (Matatiele, Umzimvubu, Mbizana and Ntabankulu local Municipalities).*
* *Bulk and reticulation networks in the aforementioned municipalities.*
* *It is responsible for the operations and maintenance of water services infrastructure management of the drought relief funding.*

The key main stakeholders that are critical to the success of our effort to reduce backlog are listed as follows:

* The entire community (beneficiaries) to be served with water to ensure ownership of the project.
* Political leadership represented by Council who ensures that budget is equitably allocated to ensure that it addresses the imbalances of the past in line with the Government’s vision.
* National and Provincial Government through Municipal Infrastructure Grant which ensures that budget is made available.
* Contractors and professional service providers who forms part of business community to ensure that projects are implemented on time at the right quality.

*Performance Overview*

*Achieved Targets vs Not Achieved by Unit*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Unit | Total No. of Targets | No.  Achieved | No  Not Achieved | % Achieved | %  Not Achieved |
| WSA | 32 | 28 | 4 | 88% | 12% |
| PMU | 68 | 46 | 22 | 68% | 32% |
| WSP | 16 | 15 | 1 | 94% | 6% |
| tOTAL | 116 | 89 | 27 | 83% | 17% |

*Projected Expenditure vs Actual by Unit*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Unit | Total No. of Targets | No.  Achieved | No  Not Achieved | % Achieved | %  Not Achieved |
| WSA |  |  |  |  |  |
| WSP |  |  |  |  |  |
| PMU |  |  |  |  |  |
|  |  |  |  |  |  |

*Performance highlights*

*Challenges*

## IDMS SDBIP Performance

### WSA

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| SDBIP Number | Output | IDP Project | IDP Ref | Strategic Objective | KPI | Total Budget | Vote No. | Annual Target | Mid Term Target | Mid Term Actual | Midterm  Activities | Mid Term  Activity Achieved | Achieved (Y/N) | Midterm Budget | Midterm Expense | Reason for Variance | Corrective Action | POE | POE Submitted (Y/N) |
| 11.3.1.1 | Credible indigent register. | Indigent Validation of RDP houses within ANDM | A2 | Optimise systems, administration and operating procedures | Credible indigent database | R750 000.00 | 150044251 | 20 000 | 5000 | 5000 | Develop ToR and submit to SCM for advertisement.  Undertake Inception.  Validate 5000 households in Matatiele LM and 2500 in Ntabankulu LM. | TOR developed and submitted to SCM  5000 Household validated in Ntabankulu LM and 5000 validated in Mbizana LM | Y | R 275 000.00 | R341 963.02 | Matatiele households were not validated h, hence Service Providers were only appointed for Ntabankulu and Mbizana, more households than planned were validated hence the over expenditure | Appoint SP’s according to the SDBIP, Matatiele and Mzimvubu LM in the next quarter | Validation reports for Mbizana LM and Ntabankulu LM |  |
| 11.3.1.2 | Number of indigent applications verified | Indigent application verification | A2 | Optimise systems, administration and operating procedures | 60 000 indigent households verified | R 1 000 000.00 | 150044251 | 60 000 | 20000 | 0 | Develop ToR and submit to SCM for advertisement.  Verify20 000 indigent applications within the district.  Undertake Inception. | ToR’s were developed and submitted to SCM for advertisement | N | R 375 000.00 | R0.00 | SP not appointed due to delays from SCM, hence no expenditure | Fast track the appointment of SP and implement the project in the next quarter | TOR’s |  |
| 11.3.1.3 | Development of framework to identify indigent households residing in privately owned land. | Indigent farm dwellers framework | B1 | Increase access to municipal services. | Framework for indigent households residing in the privately owned land developed. | R250 000.00 | 150044251 | 1 | 0 | 0 | Develop ToR and submit to SCM for advertisement.  Consultation with Farmer’s Association and farm dwellers.  Undertake Inception. | ToR’s were developed and submitted to SCM for advertisement. | N | R150 000.00 | R0.00 | SP not appointed due to delays from SCM, hence no expenditure | Fast track the appointment of SP in the next quarter | TOR’s |  |
| 11.3.1.4 | Completed Section 78(1, 2&3) assessment report  Provisioning mechanisms adopted by council | Section 78 | B1 | Increase access to municipal services. | Number of Section 78 (1,2 & 3) assessments,  completed | R 500 000.00 | 150044094 | 1 | 0 | 0 | Finalize section 78(1) for adoption by council  Conduct Section 78(3) assessment | Section 78(1) adoption by council  Not achieved | N | R 250 000.00 | R0.00 | Section 78(1) was adopted by the council the 9 December 2016 which affected external assessment section 78(3), no expenditure incurred | Section 78 (3)assessment will be conducted in the next quarter | Council adoption reference, section 78 (1) report |  |

##### KPI Analysis

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Total Number of Target | Achieved | % Achieved | Not Achieved | % Not Achieved |
| 4 | 1 | 25% | 3 | 75% |

##### Total Analysis/Units + Subs

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Total Number of Target | Achieved | % Achieved | Not Achieved | % Not Achieved |
| 32 | 28 | 25% | 4 | 75% |

#### Environmental Management

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| SDBIP Number | Output | IDP Project | IDP Ref | Strategic Objective | KPI | Total Budget | Vote No. | Annual Target | Mid Term Target | Mid Term Actual | Midterm  Activities | Mid Term  Activity Achieved | Achieved (Y/N) | Midterm Budget | Midterm Expense | Reason for Variance | Corrective Action | POE | POE Submitted (Y/N) |
| 11.3.1.1.1 | 100% response to DWS evaluation criteria. | Regulatory Performance Management System | B1 | Strengthen governance and reduce risk | % of DWS regulatory performance score achieved | R500 000.00 | 150044134 | 1 | 0 | 0 | Internal workshop on RPMS  Attend BDS and GDS symposium | BDS and GDS symposium attended. | Y | R125 000.00 | R00 | DWS and ANDM waited for new political leadership to settle in first before conducting these workshops, hence no expenditure | Internal workshop for RPMS to be conducted in quarter 3 | DWS invitation letters |  |
| 11.3.1.1.2 | Completed and adopted water safety plan | Water Safety Plan | B3 | Improve water quality and flow in all ANDM water schemes. | Water Safety Plan reviewed and adopted by council | R750 000. 00 | 150044123 | 1 | 0 | 0 | Inception report  Site inspection report | Inception and site inspection report completed and submitted by PSP to ANDM. | Y | R100 000.00 | R0.00 | Invoices have not been paid by BTO due to non- availability of municipal funds. | Invoices re- submitted on the 7th of December 2016 to be effected on the 15th of December 2016 payroll. | Invoices  Inception and site inspection report |  |
| 11.3.1.1.3 | Completed and adopted wastewater risk abatement plan | Wastewater risk abatement plan | B3 | Improve water quality and flow in all ANDM water schemes. | Wastewater Risk Abatement Plan reviewed and adopted by council | R750 000.00 | 150044123 | 1 | 0 | 0 | Inception report  Site inspection report | Inception and site inspection report completed and submitted by PSP to ANDM.  Risk assessment reports for all wastewater treatment works and ponds submitted to ANDM for comments | Y | R100 000.00 | R 300 000.00 | Service provider appointed in June 2016 and inception meeting and site visits were conducted in quarter 1 hence expenditure incurred in both quarters exceeds the budget according to SDBIP | Project will be completed before June 2017 and this will be of advantage to ANDM GDS assessment  Activities will be aligned with SDBIP during budget adjustment | Invoices  Inception risk assessment report |  |
| 11.3.1.1.4 | 400 sample points monitored and results submitted to DWS | Water quality monitoring | B3 | Improve water quality and flow in all ANDM water schemes. | Number of water quality reports submitted to DWS for BDS &GDS. | R 2 000 000.00 | 150044134 | 12 | 3 | 3 | 3  Water quality monitoring reports submitted to DWS for 400 water quality monitoring samples. | 3  Water quality monitoring reports submitted to DWS for 108 water quality monitoring samples. | Y | R500 000.00 | R 433 780.55 | Mbizana boreholes have dried out due to drought, hence sampling of only 108 water quality sample points | Revise number of water quality sampling sites during midterm budget adjustment session. | Monthly water quality monitoring reports |  |
| 11.3.1.1.5 | Auditing of all regional Schemes per SANS 241 | SANS 241 audit | B3 | Improve water quality and flow in all ANDM water schemes. | SANS 241 reports for all regional water submitted to DWS for BDS &GDS | R1 000 000.00 | 150044134 | 1 | 1 | 1 | 03 Waste Water Plant Process Audit  Sans 241 audit ompleted | Sans 241 audit completed | y | R400 000.00 | R99 953 .81 | 03 Waste Water Plant Process Audit not conducted due to non-appointment by SCM, hence under expenditure | Request SCM to evaluate plant audit tender and further appoint PSP by 30 January 2017. | Advert for process audits, SANS 241 Results. |  |
| 11.3.1.1.6 | 4 awareness WERP outreaches in the ANDM | Waterborne disease emergency response plan | E1 | Improve community health and safety | Conduct 4 awareness campaigns | R 500 000.00 | 1500044140 | 1 | 0 | 0 | Procure Emergency and awareness material.  Conduct awareness campaign in Umzimvubu LM | Emergency stock procured and 90% of awareness material procured.  Stakeholder engagement  Conducted and awareness date decided upon. | Y | R375 000.00 | R262 772.60 | Delays were experience when procuring awareness material due to unavailability of municipal funds, hence under expenditure | Request SCM to priorities this project in the quarter 3. | Advert, Purchase Orders and Attendance registers |  |
| 11.3.1.1.7 | Rehabilitation of Mtsila and Ntabankulu catchment | Community Based Natural Resource Management | F3 | Improve environmental health and safety. | Number of hectors cleared off wattle in Mtsila and Ntabankulu catchment. | R 600 000.00 | 1500444036 | 1 | 0 | 0 | -Facilitate registration of a formal cooperative.  -training of project members on alien identification, clearing and CBNRM | Service Provider appointed for both Ntabankulu and Mtsila.  Stakeholder engagement conducted both in Mstila.and Ntabankulu.  Mtsila Cooperative has been registered and awaiting tax certificates. | y | R300 000.00 | R0.00 | Delays due to community buy-in in Ntabankulu during the first quarter.  Under expenditure due to unavailability of municipal funds, invoices could not be paid | Outstanding invoices to be paid by 31 January 2017  Follow up with the traditional leader on the list of cooperative beneficiaries | Attendance register s |  |
| 11.3.1.1.8 | Fully functional wastewater systems. | Effluent Management Plan | F4 | Improve Environmental Health & Safety | Reduced number of compliance notices issued to ANDM by DWS | R 500 000.00 | 150044131 | 1 | 0 | 0 | Implement risks identified by WWRAP in Matatiele WWTW.  Implement risks identified by WWRAP in KwaBhaca  WWTW. | Tetra containers, rolls and water marks have been procured for Mt Ayliff and KwaBhacaWasterwater treatment works laborartory | Y | R125 000.00 | R140 000.00 | Tetra containers, rolls and water marks for Matatiele have not been procured due to financial constraints within the municipality.  Risks that were identified as urgent for GDS Assessment exceed the budget allocate for Quarter 2 | Specification for the required material has been submitted to SCM for processing once the funds are available. | Copy of the specification |  |
| 11.3.1.1.9 | Blue flag certification program and compliance | Coastal management planning | F4 | Improve Environmental Health & Safety | Mthentu and Mzamba beach water quality samples analyzed every month for compliance with Blue flag certification. | R250 000.00 | 150044136 | 20 | 10 | 10 | Monthly Blue flag water quality sampling  Implement recommendations for Mthentu | Monthly blue flag water quality samples collected and submitted to Umngeni for analysis  Marine awareness conducted at Mthentu Beach | Y | R125 000.00 | R24 000.00 | Awareness material was sponsored by department of Environmental Affairs for Marine day in Mthentu Beach, sampling for Blue flag qualification only started in October hence under expenditure. | Adjust budget accordingly during midterm budget adjustment session. | Sea water results  Attendance register for Marine awareness |  |
| 11.3.1.1.10 | Climate change awareness raised in ANDM communities. | Climate Change adaptation strategy | F4 | Improve Environmental Health & Safety | Climate change awareness raised in ANDM communities. | R 400 000.00 | 1500044306 | 2 | 2 | 2 | Conduct climate change awareness in Ntabankulu.  Conduct climate change awareness in Mtsila at Mt Frere | Climate change capacity building in schools conducted Mfazwe S.S.S. (Ntabankulu and Rhode S.S.S.(Mt Frere | Y | R200 000.00 | R0.00 | Municipality didn’t have funds to procure awareness raising material and opted for school capacity building | Request municipality to prioritize the appointment of service provider in quarter 3. | Attendance registers |  |
| 11.3.1.1.11 | Monitoring of boreholes within ANDM. | Ground Water Management Plan |  | Ensure better water services provisioning | One borehole drilled and equipped for monitoring purpose. | R 200 000.00 | 150044132 | 1 | 0 | 0 | Develop TOR for appointment of a professional service provider  Identify one borehole for monitoring | TORs developed  Borehole identified in Matatiele for monitoring purposes | Y | R 0.00 | R0.00 | None | None | TORs |  |

##### KPI Analysis

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| --- | --- | --- | --- | --- |
| Total Number of Target | Achieved | % Achieved | Not Achieved | % Not Achieved |
| 11 | 11 | 100% | 0 | 0% |

#### Planning

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| SDBIP Number | Output | IDP Project | IDP Ref | Strategic Objective | KPI | Total Budget | Vote No. | Annual Target | Mid Term Target | Mid Term Actual | Midterm  Activities | Mid Term  Activity Achieved | Achieved (Y/N) | Midterm Budget | Midterm Expense | Reason for Variance | Corrective Action | POE | POE Submitted (Y/N) |
| 11.3.1.2.1 | WSDP  adopted by council | Review Water Services Development Plan | B1 | Increase access to municipal services | WSDP to be adopted by council | R2 000 000.00 | 150044110 | 1 | 0 | 0 | Inception phase of the project  Acquisition and analysis of data  1st Daft strategy submitted for corrections and final document submitted to ANDM | Inception phase of the project  Acquisition and analysis of data  First Draft submitted, corrections were made and returned. | Y | R1 500 000.00 | R243 276.00 | PSP submitted only one invoice hence under expenditure | PSP to adhere to their cash flow projections in the next quarter | Draft WSDP |  |
| 11.3.1 .2.2 | Feasibility studies to be undertaken in 3 wards | Feasibility studies for Ntabankulu wards 1, 5 and 6 | B2 | Improve the quality of Municipal Infrastructure services | Number of feasibility studies completed and approved by DWS and CoGTA | R4 140 000 000.00 | 505002201 | 1 | 0 | 0 | Feasibility study undertaken in 1,5 and 6 wards | Draft Technical report submitted | Y | R 2000 000.00 | R2 280 000.00 | PSP was paid for work done in the previous quarter due to abeyance notice hence over expenditure | Abeyance notice to be lifted by February 2017 | Draft Technical Report |  |
| 11.3.1.2.3 | Feasibility studies to be undertaken in 2 wards | Feasibility studies for Ntabankulu wards 12 and 14 | B2 | Improve the quality of Municipal Infrastructure services | Number of feasibility studies completed and approved by DWS and CoGTA | R8 200 000.00 | 505002201 | 1 | 0 | 0 | Feasibility studies to be undertaken in 12 and 14 wards | Draft Technical Report for ward 12 &14 submitted for corrections | Y | R4 100 000.00 | R550 848.000.00 | Project moving slowly due to abeyance notice, hence under expenditure | Abeyance notice to be lifted by February 2017 | Draft Technical Report |  |
| 11.3.1.2.4 | Feasibility studies to be undertaken in 2 wards | Feasibility studies for Ntabankulu wards 17 and 18 | B2 | Improve the quality of Municipal Infrastructure services | Number of feasibility studies completed and approved by DWS and CoGTA | R 5 000 000.00 | 505002201 | 1 | 1 | 1 | Feasibility studies to be undertaken in 17 and 18 wards | Project completed, Technical report submitted to ANDM | Y | R3 000 000.00 | R825 909.00 | PSP still to submit final invoice hence under expenditure | PSP to submit final invoice by January 2017 | Copy of Technical Report |  |
| 11.3.1.2.5 | Completed and adopted DITP document for the ANDM. | Review District Integrated Transport Plan | B2 | Improve the quality of Municipal Infrastructure services | Date DITP adopted | R 1 500 000.00 | 150044298 | 1 | 0 | 0 | 1st Daft DITP submitted for corrections and final document submitted to ANDM  Inception phase of the project  Acquisition and analysis of data | 1st Daft DITP submitted for corrections and final document submitted to ANDM  Inception phase of the project  Acquisition and analysis of data | Y | R1 000 000.00 | R310 080.00 | PSP submitted only one invoice hence under expenditure | PSP to adhere to their cash flow projections in the next quarter. | Draft DITP Document |  |
| 11.3.1.2.6 | Complete rural assessment system | Rural road Asset Management System | B2 | Improve the quality of Municipal Infrastructure services | Date road and asset management system adopted | R 2 157 000.00 | 5050000221 | 1 | 1 | 1 | Installation of RRAMS trial version  Finalize Installation of RRAMS trial version | RRAMS trail version installed | Y | R1 000 000.00 | R1 838 666.91 | Delay in the extension of PSP’s contract which linked to outstanding invoices hence over expenditure | Contract Extensions should be signed timeously in future | RRAMS |  |
| 11.3.1.2.7 | Completed and adopted Electricity Sector Plan for ANDM. | Electricity sector plan | B1 | Increase access to municipal services | Electricity Sector Plan to be Adopted by Council | R 1 000 000.00 |  | 1 | 0 | 0 | Submit TOR to BSC  Finalize the TOR with the Bid committees | Submit TOR to BSC  Finalize the TOR with the Bid committees  Project going through evaluation Processes | Y | R0.00 | R0.00 | None | None | Tender Closing Register |  |
| 11.3.1.2.8 | Adopted sustainable sanitation technologies within ANDM | Sanitation technologies | B1 | Increase access to municipal services | sustainable sanitation technologies within ANDM | R 1 500 000.00 |  | 1 | 0 | 0 | Submit ToR to SCM  Finalize ToR with BSC | Submit ToR to SCM  Finalize ToR with BSC  Project going through evaluation Processes incorporated into sanitation master plan | Y | R0.00 | R0.00 | None | None | Tender Closing Register |  |
| 11.3.1.2.9 | Completed and adopted sanitation master Plan for ANDM. | Review Sanitation master plan | B1 | Increase access to municipal services | Sanitation master Plan to be Adopted by Council | R250 000.00 |  | 1 | 0 | 0 | Submit TOR to BSC  Finalize the TOR with the Bid committees | Submit TOR to BSC  Finalize the TOR with the Bid committees  Project going through evaluation Processes | Y | R0.00 | R0.00 | None | None | Tender Closing Register |  |
| 11.3.1.2.10 | Completed and adopted Backlog Eradication Strategy for ANDM. | Backlog eradication strategy | B1 | Increase access to municipal services | Backlog Eradication Strategy to be Adopted by Council | R 500 000.00 | 1500044137 | 1 | 0 | 0 | . Submit TOR to BSC  Finalize the TOR with the Bid committees | Submit TOR to BSC  Finalize the TOR with the Bid committees  Draft Document submitted, corrected and return for finalization | Y | R0.00 | R247 500.00 | PSP was appointed late last financial year and project rolled over hence the over expenditure | Activities within SDBIP will be aligned during the period of budget adjustment. | Draft Backlog Eradication Strategy Document |  |
| 11.3.1.2.11 | Feasibility studies to be undertaken in 3 wards | Feasibility studies for Mbizana wards 21, 23 and 24 | B1 | Increase access to municipal services | Number of feasibility studies completed and approved by DWS and CoGTA | R 1000 000.00 | 505002201 | 1 | 1 | 1 | Feasibility studies to be undertaken in ward 21, 23 and 24 | Project completed, Technical report submitted to DWS | Y | R500 000.00 | R0.00 | Psp paid in the last first quarter hence the money for this quarter was moved to Umzimvubu wards 3 & 17 | Activities within SDBIP will be aligned during the period of budget adjustment | Copy of the Technical report |  |
| 11.3.1.2.12 | Feasibility studies to be undertaken in 4 wards | Feasibility studies for Mbizana wards 10,12,13 and 15 | B1 | Increase access to municipal services | Number of feasibility studies completed and approved by DWS and CoGTA | R 1 000 000.00 | 505002201 | 1 | 1 | 1 | Feasibility studies to be undertaken in ward 10,12,13 and 15 | Project completed, Technical report submitted to DWS,approved for implementation | Y | R500 000.00 | R0.00 | Waiting for PSP’s final invoice, hence no expenditure in the mid-term | Funds will be made available during Budget Adjustment next year | Copy of the Technical Report |  |
| 11.3.1.2.13 | Feasibility studies to be undertaken in 2 wards | Feasibility studies for Umzimvubu wards 20 and 21 | B1 | Increase access to municipal services | Number of feasibility studies completed and approved by DWS and CoGTA | R 500 000.00 | 505002201 | 1 | 1 | 1 | Feasibility studies to be undertaken in ward 20 and 21 | Feasibility studies undertaken in ward 20 and 21 | Y | R500 000.00 | R0.00 | Project Moving slowly due to Abeyance Notice, hence no expenditure in the mid-term | Abeyance Notice to be lifted | Progress Report |  |
| 11.3.1.2.14 | Feasibility studies to be undertaken in 2 wards | Feasibility studies for Umzimvubu wards 3 and 17 | B1 | Increase access to municipal services | Number of feasibility studies completed and approved by DWS and CoGTA | R 1 000 000.00 | 505002201 | 1 | 1 | 1 | Feasibility studies to be undertaken in ward 3 and 17 | Project completed, Technical report submitted to DWS,approved for implementation | Y | R500 000.00 | 1 365 991.13 | Outstanding invoices were paid in this quarter, using funds for Mbizana wards 21, 23 & 24 and 25 27 & 28. | Activities within SDBIP will be aligned during the period of budget adjustment | DWS approval letter |  |
| 11.3.1.2.15 | Feasibility studies to be undertaken in 2 wards | Feasibility studies for Mbizana wards 29 and 30 | B1 | Increase access to municipal services | Number of feasibility studies completed and approved by DWS and CoGTA | R 1 000 000.00 | 505002201 | 1 | 0 | 0 | Feasibility studies to be undertaken in ward 29 and 30 | Feasibility studies undertaken in ward 29 and 30 | Y | R500 000.00 | R1 968 780.00 | Outstanding invoices were paid in this quarter, due to abeyance notice hence the over expenditure with funds taken from Ntabankulu wards 17 & 18 | Activities within SDBIP will be aligned during the period of budget adjustment | Progress report |  |
| 11.3.1.2.16 | Water Services Master plan adopted by council | Develop water services master plan for Mbizana LM | b3 | Improve the quality of Municipal Infrastructure services | Completed and adopted water services master plan | R250 000.00 |  | 1 | 1 | 1 | Submit ToR to SCM  Inception phase of the project  Acquisition and analysis of data | None | N | R 50 000.00 | R0.00 | Project withdrawn. Similar project was completed for ANDM by Umgeni water, hence no expenditure in the mid-term | The project within SDBIP will be aligned during the period of budget adjustment | Water services master plan by Umgeni Water |  |
| 11.3.1.2.17 | Feasibility studies to be undertaken in 3 wards | Feasibility studies for Mbizana wards 25, 27 and 28 | b3 | Improve the quality of Municipal Infrastructure services | Number of feasibility studies completed and approved by DWS and CoGTA | R 1 000 000.00 | 505002201 | 1 | 1 | 1 | Number of feasibility studies completed and approved by DWS and CoGTA | Project completed, Technical report submitted to DWS, | Y | R500 000.00 | R0.00 | Psp was paid in the first quarter, the funds for this project was used to pay Umzimvubu wards 3 & 17 | Activities within SDBIP will be aligned during the period of budget adjustment | Copy of Technical report |  |

##### KPI Analysis

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| --- | --- | --- | --- | --- |
| Total Number of Target | Achieved | % Achieved | Not Achieved | % Not Achieved |
| 17 | 16 | 94 | 1 | 6 |

### PMU

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| SDBIP Number | Output | IDP Project | IDP Ref | Strategic Objective | KPI | Total Budget | Vote No. | Annual Target | Mid Term Target | Mid Term Actual | Midterm  Activities | Mid Term  Activity Achieved | Achieved (Y/N) | Midterm Budget | Midterm Expense | Reason for Variance | Corrective Action | POE | POE Submitted (Y/N) |
| 11.3.2.1 | Work Opportunities reported on EPWP MIS system | EPWP Coordination | C3 | Promote earning potential of ANDM Communities | Number of Work Opportunities reported on the MIS System | R 6 006 000.00 | EPWP INCENTIVE GRANT | 808 FTEs | 404 | 793 | 202 FTEs reported on the EPWP MIS System  202 FTEs reported on the EPWP MIS System | 431 FTEs reported on the EPWP MIS System  362 FTEs reported on EPWPRS FOR Q2 | Y | R2 627 500.00 | R 4 078 190.76 | More people have been employed, hence over-expenditure | Reduce the number of beneficiaries to meet the estimated budget | EPWP Reporting System, Expenditure Report, |  |

KPI Analysis

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| --- | --- | --- | --- | --- |
| Total Number of Target | Achieved | % Achieved | Not Achieved | % Not Achieved |
| 1 | 1 | 100% | 0 | 0% |

Total Analysis/Units + Subs

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Total Number of Target | Achieved | % Achieved | Not Achieved | % Not Achieved |
| 68 | 46 | 100% | 22 | 0% |

#### Matatiele Project Midterm

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| SDBIP Number | Output | IDP Project | IDP Ref | Strategic Objective | KPI | Total Budget | Vote No. | Annual Target | Mid Term Target | Mid Term Actual | Midterm  Activities | Mid Term  Activity Achieved | Achieved (Y/N) | Midterm Budget | Midterm Expense | Reason for Variance | Corrective Action | POE | POE Submitted (Y/N) |
| 11.3.2.1.1 | 1120 VIPs constructed | ANDM VIP Sanitation in Matatiele Local Municipality | B1 | Increase access to municipal services | Number of VIP toilets constructed in Matatiele | R10 000 000.00 | 50500351 | 1120 | 800 | 1127 | Construction of 300 VIP toilets  Construction of 500 VIP toilets | 581VIP toilets completed  Completed 546 toilets | Yes | R7 000 000.00 | R 9 023 909.90 | Contractors over performed in Q1.  Some of the work done in Q1 was not claimed but only claimed in Q2, hence there is high expenditure | Contractors still within the budget | Happy Letters & practical completion certificates |  |
| 11.3.2.1.2 | Construction of the Fobane WTW 100% completed and operational. | Fobane Sub-Regional Phase 1 | B1 | Increase access to municipal services | % of Completion of Construction of Fobane Water Treatment Works. | R 18 000 000.00 | 50500358 | 100% | 100% | 60% | Construction of Fobane Water Treatment Works installation of Mechanical & Electrical components 60% complete  Construction of Fobane Water Treatment Works installation of Mechanical & Electrical components  100% complete | Construction of Fobane Water Treatment Works completed  Installation of Mechanical & Electrical components not complete but high lift pumps and filters has been installed. | No | R16 000 000.00 | R23 301 951.33 | Fobane phase 1A contractor claimed final Retention from current budget.  Retention guarantee for Fobane Phase 1G claimed from the current budget.  Fobane Phase 2 Feasibility Studies/ technical Report claimed by the PSP from the current Budget.  Payment from the M & E Contractor for the work done on site. | ANDM to provided additional budget through budget adjustment. | Minutes of site meeting & report |  |
| 11.3.2.1.3 | Construction of Tholamela bulk water supply 100% completed | Tholamela Water Supply | B1 | Increase access to municipal services | % completion of Construction of Tholamela water supply | R5 000 000.00 | 50500111 | 100% | 100% | 60% | Construction of River Crossings  Installation of 900m of steel pipe | Construction still progressing on river crossings and has at least reached 60%.  Installation of 900m steel pipe completed | Yes | R5 000 000.00 | R2 191 208.22 | Contractor not submitted claim for the work done, hence there is low expenditure. | Contractor to submit claim for the work done on site. | Minutes of site meeting & report |  |
| 11.3.2.1.4 | 100% completion of the Packaged Water Treatment Plant(WTP) | Matatiele Ward 5 Water Supply | B1 | Increase access to municipal services | % completion of packaged Water Treatment Plant | R20 000 000.00 | 5050961 | 100% | 30% | 0 | Excavation of Earthworks  Construction of packaged WTP 30% completed. | Excavation completed 100%  Construction of package WTP not done | N | R10 000 000.00 | R3 387 723.76 | Waiting for the approval of the WULA from DWS and until that is received no work can be done. | Follow up with DWS and also request permission if possible to at least be allowed to continue with infrastructure development while waiting for the approval. | E-mail to DWS |  |
|  | 5 boreholes equipped |  | B1 | Increase access to municipal services | Number of boreholes equipped |  |  | 5 | 2 | 0 | 2 boreholes equipped | 3 Boreholes equipped not done | N |  |  | Waiting for the approval of the WULA from DWS and until that is received no work can be done. | Follow up with DWS and also request permission if possible to at least be allowed to continue with infrastructure development while waiting for the approval. |  |  |
|  | 6 pump stations constructed |  | B1 | Increase access to municipal services | Number of pump stations |  |  | 6 | 3 | 0 | 3 pump stations constructed | 3 pump stations not done | N |  |  | Waiting for the approval of the WULA from DWS and until that is received no work can be done. |  |  |  |
| 11.3.2.1.5 | Construction of village reticulation network and second mains to 6 villages of Ward 7 | Matatiele Ward 7 Water Supply | B1 | Increase access to municipal services | Number villages provided with reticulation network and secondary mains plus 5 reservoirs. | R25 000 000.00 | 5050971 | 6 | 0 | 0 | Construction of village reticulation network, secondary mains and one reservoir to one (2) village 100% completed.  Construction of village reticulation network, secondary mains and two to two (2) villages 100% completed. | Construction of village reticulation network, secondary mains reached 73% in three villages.  Three village reservoirs at 10%.  Construction of village reticulation to khohlweni is 83% complete,  Gingqizigodo is 94% complete  Ngcwengane is 82% complete  Secondary main is 43% complete  3 reservoir Ring are 100% complete | Yes | R20 000 000.00 | R41 594 521.13 | Contractors has done more village reticulation work on site and secondary mains, hence there is high expenditure.  Some of the areas we can’t work due to the WULA awaiting DWS approval and we can’t work on wetland area, river crossing, borehole and pump station  Virement of R 25 million has been done to top the project | ANDM to make a follow up on approval of WULA to avoid the project delay. | Minutes and progress report. |  |
| 11.3.2.1.6 | Equipping of 9 boreholes completed | Matatiele Ward 15 Water Supply | B1 | Increase access to municipal services | Number of boreholes equipped | R25 000 000.00 | 5050941 | 9 | 3 | 0 | Application for Eskom  3 boreholes equipped | Eskom application forms ready for to be signed  3 boreholes equipped not done | N | R18 000 000.00 | R834 598.56 | Contractor cannot equip borehole, construct pump station due to Eskom installation of power line, hence there is low expenditure.  Equipping of boreholes could not be done until the application for electricity supply is approved by Eskom and installation of power lines has commenced. | Make further follow ups with Eskom and also escalate the matter to political principals. | Report |  |
|  | Construction of 9 pump stations completed |  | B1 | Increase access to municipal services | Number of pump stations completed |  |  | 9 | 3 | 0 | Excavation of Pump Stations  3 pump stations completed | Excavations completed 100%  3 pump stations not done | N |  |  | Not commenced as it also depends on the electrification of the pump stations by Eskom. | Contractor to start building of the pump house in the meantime while waiting for Eskom power supply. |  |  |
|  | Construction of 5 reservoirs completed |  | B1 | Increase access to municipal services | Number of reservoirs constructed |  |  | 5 | 2 | 0 | Platform excavation  2 reservoirs completed | All 5 platforms have been excavated and ready for construction of reservoirs  3 reservoirs constructed but only roofs outstanding | Y |  |  | Construction of 3 reservoirs has progressed to at least 50% with only the roof outstanding. No claims submitted by the contractor for work done. | All 3 reservoirs to be completed by the time the contractor in Q3. |  |  |
| 11.3.2.1.7 | Project completed only release of retention | Maluti / Matatiele / Ramohlakoana water Supply | B1 | Increase access to municipal services | Release retention | R2 000 000.00 | 50500511 | R0 | 0 | 0 | None | None | Y | R0.00 | R0 | None | None | None |  |
| 11.3.2.1.8 | Completion of 12km of bulk rising pipelines | Matatiele RBIG Water Supply Project | B1 | Increase access to municipal services | Kilometres of bulk rising main completed | R40 000 000.00 | 50505951 | 100% | 95% | 95% | Testing and commissioning of bulk pipeline | Testing and Commissioning of bulk pipeline not completed | N | R24 000 000.00 | R9 507 863.14 | There were some pipe fittings that were ordered and were not delivered by the supplier, hence there is low expenditure | Contractor to speed up the progress on site and submit claim for the work done on site. | Minutes & progress report |  |
|  | Construction of 3 Borehole pump stations 100% completed. | Matatiele RBIG Water Supply Project | B1 | Increase access to municipal services | Number of Borehole pump stations completed | 3 | 1 | 0 | Construction of one (1) pump stations  Construction of one (1) pump stations | All earthworks completed and currently fixing steel and pouring will commence soon.  Construction of one pump stations is 15% complete. | N | All three pumps stations have commenced construction but none has been completed. | Speed up the construction of the pump houses and installations in the third quarter. | Minutes & progress report |  |
|  | Construction of one (1) high lift pump station 100% completed | Matatiele RBIG Water Supply Project | B1 | Increase access to municipal services | % of high lift pump station completed | 1 | 0 | 0 | 25% completion of bulk high lift pump station  25% completion of bulk high lift pump station | Structural work has reached 50% and M& E still not commenced  Construction of the high lift pumps station at 55% complete. | Y | Contractor over achieved | Contractor to speed up the progress on site and submit claim for the work done on site. | Minutes & progress report |  |
|  | Equipping of 3 boreholes | Matatiele RBIG Water Supply Project | B1 | Increase access to municipal services | Number of boreholes equipped | 3 | 1 | 2 | Equipping of one (1) borehole | Equipping of 2 boreholes not done | N | Eskom busy with the installation of power line. | Equipping should be done and completed 100% in the third quarter. | Minutes & progress report |  |
| 11.3.2.1.9 | Installation of approximately 3000m of rising mains, equipping of borehole connector mains form 700Kl and construction of 320Kl reservoir, 100% completed | Matatiele WSIG-Tholang and Buxton Park water project | B1 | Increase access to municipal services | 3000m of rising mains and connector mains  installed, equipping of one (1) borehole and construction of reservoir all 100% completed. | R3 500 000.00 | 50500301 | 100% | 60% | 25% | Finalise project implementation plan and commence construction.  Complete 1200m of connector mains to Tholang  Complete installation of 1800m of rising mains to Buxton Park.  Construction of reservoir and equipping of one (1) borehole. | Finalise project implementation plan completed.  Construction of Reservoir is 25% complete (currently busy with the base) | N | R3 000 000.00 |  | Delays were due to hard rock excavation | Contractor to add more resources on site in order to try to achieve the required progress. |  |  |
| 11.3.2.1.10 | Equip existing borehole and install the rising mains to reservoir. | Matatiele WSIG-Mpofini village water supply | B1 | Increase access to municipal services | 1500m of rising mains and connector mains installed, equipping of one (1) borehole. | R1 000 000.00 | 50500301 | 100% | 100% | 60% | Complete project designs, prepare project implementation plans and commence and submit for approval.  Commence installation of 1500m of rising mains to existing reservoir. | Finalise project implementation plan completed.  Installation of 1800m of rising mains to Buxton Park is completed  Construction of reservoir is not done  Equipping of one (1) borehole is complete | Yes | R650 000.00 | R0 | Raising main at Buxton park completed and claim will be submitted, hence there is no expenditure. | Contractor to submit claim for work done on site and improve progress on site | Progress report |  |
| 11.3.2.1.11 | Equipping of three existing boreholes, installation 3500m of rising mains and connection to reservoir 100% completed. | Matatiele WSIG- Khorong Koali Water Supply | B1 | Increase access to municipal services | 3500m of rising mains installed and equipping of 3 boreholes completed. | R2 000 000.00 |  | 100% | 100% | 0 | Complete project designs, prepare project implementation plans and commence and submit for approval.  Commence installation of 1500m of rising mains to existing reservoir. | Finalise project implementation plan completed.  Commence installation of 1500m of rising mains to existing reservoir is not done  Drilling of borehole is done | N | R1 001150.00 | R232 047.00 | Contractor had to drill new borehole due to Villages conflict.  Boreholes test are not suitable to be used and PSP need to conduct water SANS audit before the work can commence. | To speed up the Conduct of SANS audit for the borehole. | Progress report |  |
| 11.3.2.1.12 | Equipping of existing borehole, installation 1500m of rising mains and construction of a new storage reservoir 100% completed. | Matatiele WSIG- Sandfontein Water Supply | B1 | Increase access to municipal services | 1500m of rising mains installed, equipping of one borehole and construction of a new reservoir. | R1 000 000.00 |  | 100% | 100% | 0 | Complete project designs, prepare project implementation plans and commence and submit for approval.  Commence installation of 1500m of rising mains and construction of a one (1) new reservoir. | Finalise project implementation plan completed.  Commence installation of 1500m of rising mains is not done  Existing reservoir is not done | N | R750 000.00 | R597 581.34 | Contractor purchase material for the project but contractor not yet started with the works on site, hence there is an expenditure for material on site | Contractor to install pipes and speed up progress on site by Q3 | Progress report |  |
| 11.3.2.1.13 | Equipping of existing borehole, installation 1500m of rising mains and construction of a new storage reservoir 100% completed. | Matatiele WSIG - St. Paul Water Supply | B1 | Increase access to municipal services | 2500m of rising mains installed, equipping of one borehole and construction of a new reservoir. | R1 000 000.00 |  | 100% | 100% | 80% | Complete project designs, prepare project implementation plans and commence and submit for approval.  Commence installation of 2500m of rising mains and construction of a one (1) new reservoir. | Finalise project implementation plan completed.  Commence installation of 1500m of rising mains is complete  Construction of a one (1) new reservoir is 50% complete.  Installation of Pump is 80% complete  4 stand pipe completed | Y | R750 000.00 | R266 772.04 | Contractor has done most of the work but not yet submitted claim for the work done on site, hence the expenditure is low | Contractor to speed up progress on site and submit claim for work done on site | Progress report |  |
| 11.3.2.1.14 | Equipping of existing borehole, installation 1500m of rising mains and construction of a new storage reservoir 100% completed. | Matatiele WSIG - Gudlintaba Water Supply | B1 | Increase access to municipal services | 1700m of rising mains installed, equipping of one borehole and construction of a new reservoir. | R1 000 000.00 |  | 100% | 100% | 0 | Complete project designs, prepare project implementation plans and commence and submit for approval.  Commence installation of 1700m of rising mains and construction of a one (1) new reservoir. | Finalise project implementation plan completed.  Commence installation of 2500m of rising main is not done  Construction of a one (1) new reservoir is not done | N | R650 000.00 | R0 | There is a problem with the source development, hence there is no work started on site and no expenditure. | Contractor to complete the works in Q3. | Progress report |  |
| 11.3.2.1.15 | Drill & equip one (1) borehole, installation of 4500m gravity & rising mains, protection of spring and construction of a new storage tank 100% completed. | Matatiele WSIG - Mdeni Water Supply | B1 | Increase access to municipal services | 4500m of rising mains installed, drilling & equipping of one borehole and construction of a new reservoir. | R2 5000 000.00 |  | 100% | 100% | 60% | Complete project designs, prepare project implementation plans and commence and submit for approval.  Commence installation of 2000m of rising mains, equipping of one (1) borehole and construction of one (1) new reservoir. | Finalise project implementation plan completed.  Installation of 1700m of rising mains is completed  Construction of a one (1) new reservoir completed | Y | R1000 000.00 | R744 944.70 | Construction progressed more than it was planned. The contractor achieved more, hence there is high expenditure. | Contractor still within budget. | Progress report |  |
| 3.2.1.16 | Drill & equip one (1) borehole, installation of 3500m rising mains and building of a new tank 100% completed | Matatiele WSIG - Zingcuka Water Supply | B1 | Increase access to municipal services | 3500m of rising mains installed, drilling & equipping of one borehole and construction of a new reservoir.. | R3 5000 000.00 |  | 100% | 100% | 80% | Complete project designs, prepare project implementation plans and commence and submit for approval.  Commence installation of 2000m of rising mains, equipping of one (1) borehole. | Finalise project implementation plan completed.  Installation of 3280m of reticulation pipe completed  Equipping of one borehole is 80% completed  Construction of 7 standpipes completed.  Reservoir ring beam is 100% complete | Y | R2 500 000.00 | R1 325 261.17 | Contractor has done most of the work but not yet submitted claim for the work done on site, hence the expenditure is low | Contractor to speed up progress on site and submit claim for work done on site | Progress report |  |

##### KPI Analysis

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Total Number of Target | Achieved | % Achieved | Not Achieved | % Not Achieved |
| 23 | 10 | 43% | 13 | 57% |

#### Mbizana Projects

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| SDBIP Number | Output | IDP Project | IDP Ref | Strategic Objective | KPI | Total Budget | Vote No. | Annual Target | Mid Term Target | Mid Term Actual | Midterm  Activities | Mid Term  Activity Achieved | Achieved (Y/N) | Midterm Budget | Midterm Expense | Reason for Variance | Corrective Action | POE | POE Submitted (Y/N) |
| 11.3.2.2.1 | 450 VIPs constructed | ANDM VIP SANITATION MBIZANA WARD 26 | B1 | Increase access to municipal services | Number of households with access to sanitation facilities in Mbizana Ward 26 | R4 860 000.00 | 50 50311 | 450 | 450 | 475 | Appointment letter and construction of 200 VIP toilet structures  Construction of 250 VIP toilet structures | Appointment letter ,Construction of 475 VIP toilets structure completed | Yes | R4 160 000.00 | R 4 127 436.47 | The amount that is left is for retention which will be released in Q3 | Contractor are still within the budget | Appointment letter, Happy Letters, Practical completion Certificate |  |
| 11.3.2.2.2 | 1000 VIPs constructed | ANDM VIP SANITATION MBIZANA WARD 29 | B1 | Increase access to municipal services | Number of households with access to sanitation facilities in Mbizana  Ward 29 | R11 000 000.00 | 50 503 21 | 1000 | 300 | 1003 | Appointment letter and Construction of 100 VIP toilet Structures  Construction of 200 VIP toilet Structures | Appointment letter , Construction of 1003 VIP toilets structure completed | Yes | R5 550 000.00 | R 10 437 364.09 | All 10 contractors completed the project, hence the expenditure is high and the amount that is left is for retention which will be released in Q3 | Contractors are still within the budget | Appointment letter, Happy Letters, Practical completion Certificate |  |
| 11.3.2.2.3 | 1382 VIPs constructed | ANDM VIP SANITATION MBIZANA WARD 30 | B1 | Increase access to municipal services | Number of households with access to sanitation facilities in Mbizana  Ward 30 | R12 600 000.00m | 50 503 31 | 1382 | 600 | 600 | Appointment letter and Construction of 200 VIP toilet Structures  Construction of 400 VIP toilet Structures | Appointment letter, Construction of 600 VIP toilets structure completed | Yes | R7 250 000.00 | R 3 713 788.06 | Contractors completedtheir target s in terms of the work done, but the expenditure is as per the work done on site, hence the expenditure is low | Contractors need to speed up the progress on site and spend the budget | Appointment Letter, Happy Letters |  |
| 11.3.2.2.4 | 473 VIPs Constructed | ANDM VIP SANITATION MBIZANA WARD 31 | B1 | Increase access to municipal services | Number of households with access to sanitation facilities in Mbizana  Ward 31 | R 4 500 000.00m | 50 500 551 | 473 | 0 | 0 | Preparing the Tender document, Advert and specification  Appointment of letter of Contractor and site hand Over | Preparing the Tender document, Advert and specification are done,  Contractor is appointed and site hand over will be conducted in January 2017 | Yes | R3 925 371.53 | R 50 000.00 | Contractor hand over will be conducted in January 2017, hence the expenditure is low | Contractor to complete the project by March 2017 | Appointment letter |  |
| 11.3.2.2.5 | 473 VIPs Constructed | Greater Mbizana regional scheme reticulation | B1 | Increase access to municipal services | Number of targeted reticulation infrastructure completed | R60 000 000.00 | 50 500 357 | Completion of Greater Mbizana Reticulation, Reservoirs and Elevated tanks | 100% | 85% | Finishes the outstanding works, Testing, Cleaning, Installation of Elevated tanks  Completion of Remedial Work on Concrete Reservoirs, Testing.  Practical Hand Over. | Finishes the outstanding works, Testing, Cleaning, Installation of Elevated tanks are done,  Completion of Remedial work, testing by contract 2,3 & 4 completed  ,Concrete Reservoir not completed | Yes | R 30 000 000.00 | R 14 884 952.30 | Contractor 1 not yet completed the project in order community to get water on stand pipe. | Contract 1 to complete the project in Q3 in order community to get water on stand pipes.  ANDM to speed up the award of Contractor in order to start with the work on site | Contract 2, 3 and 4 Practical completion Certificates  Minutes of the Progress meeting for contract 1  Consultant appointment letter  Advert for Greater Mbizana water supply ward 5 |  |
|  | Construction of 80 km Reticulation pipeline network | Greater Mbizana regional scheme reticulation | B1 | Increase access to municipal services | Number of targeted reticulation infrastructure completed | 80kms | 0 | 0 | Appointment Letter for Consultant  Preparing the Tender document, Advert and appointment letter for Contractor | Consultant appointed  Preparing the Tender document is done, Advert is done and appointment letter for Contractor not done. | Yes | Tender advertised and briefing session was conducted on the 29 November 2916 and closing was on the 15 December 2016. |  |  |  |
|  | Construction of 2 Reservoirs | Greater Mbizana regional scheme reticulation | B1 | Increase access to municipal services | Number of targeted reticulation infrastructure completed | 2 | 0 | 0 | Construction Reservoir Platform | Construction of Reservoir platform not done | No | Contractor not yet appointed |  |  |  |
|  | 75 stand pipes Constructed | Greater Mbizana regional scheme reticulation | B1 | Increase access to municipal services | Number of targeted reticulation infrastructure completed | 75 taps | 0 | 0 | None | None | N/a | None |  |  |  |
| 11.3.2.2.6 | Construction of 5 Stand Pipes, Reticulation and Reservoir | Mbizana WSIG-Construction of Kwamlindazwe Borehole Development | B1 | Increase access to municipal services | Number of targeted reticulation infrastructure completed | R 25 000 000.00m | 50 500 271 | 50 KL Reservoir & 5 Stand Pipes | 100% | 50% | Preparing the scope of work and Construction Designs  Drilling of Borehole and construction of Rising main pipeline | Preparing the scope of work and Construction Designs are done,  Drilling of two Boreholes to find the ground water source  Construction of reticulation and construction of 7 stand pipes,  Construction of reservoir platform | Yes | R1 250 000.00 | R 2 102 908.18 | Three borehole drilled on site and only one is yielding and two are dry, hence the expenditure is high, because Andm paid the serves rendered on site. | Contractor to equip one borehole that is yielding and construct the hand pump in order community to get water. | Progress report. |  |
| 11.3.2.2.7 | Construction of 7 Stand pipes, Reticulation and reservoir | Construction of Sigodlweni Borehole Development | B1 | Increase access to municipal services | Number of targeted reticulation infrastructure completed |  |  | 50 KL Reservoir & 7 Stand Pipes | 100% | 100% | Preparing the scope of work and Construction Designs  Drilling of Borehole and construction of Rising main pipeline | Preparing the scope of work and Construction Designs are done  Drilling of borehole is done, equipping is done, Construct Pump House is done, Installation of Generator is done  Construction of Raising Main is done,  Construction of 50kl Reservoir done,  Construction of Reticulation is done and Construction of stand pipe are done | Yes | R1 200 000.00 | R 2 372 644.19 | Contractor is done 100% of the construction work, hence the expenditure is high and the project is 100% complete | Contractor is still within the budget | Progress report. |  |
| 11.3.2.2.8 | Construction of 6 stand pipes, Reticulation and reservoir | Mbizana WSIG-Construction of Lundini Borehole Development | B1 | Increase access to municipal services | Number of targeted reticulation infrastructure completed |  |  | 50 KL Reservoir & 6 Stand Pipes | 100% | 88% | Preparing the scope of work and Construction Designs  Drilling of Borehole and construction of Rising main pipeline | Preparing the scope of work and Construction Designs are done,  Drilling of borehole is done, equipping is done, Construct Pump House is done, Installation of Generator is done, Construction of Raising Main is done, Construction of 50kl Reservoir not done, Construction of Reticulation is done and Construction of stand pipe are done | Yes | R 1 100 000.00 | R 2 101 773.81 | Contractor is done 88% of the construction work, hence the expenditure is high and the project is 88% complete | Contractor is still within the budget | Progress report. |  |
| 11.3.2.2.9 | Construction of 7 stand pipes, Reticulation and reservoir | Mbizana WSIG-Construction of Maqongwane Borehole Development | B1 | Increase access to municipal services | Number of targeted reticulation infrastructure completed |  |  | 50 KL Reservoir & 7 Stand Pipes | 100% | 100% | Preparing the scope of work and Construction Designs  Drilling of Borehole and construction of Rising main pipeline | Preparing the scope of work and Construction Designs are done  Drilling of borehole is done, equipping is done, Construct Pump House is done, Installation of Generator is done, Construction of Raising Main is done, Construction of 50kl Reservoir is Complete, Construction of Reticulation is done and Construction of stand pipe are done | Yes | R 1 000 000.00 | R 1 650 170.55 | Contractor is done 100% of the construction work and some of the work done is not yet claimed, hence the expenditure is low and Project is 100% complete | Contractor is still within the budget | Progress report. |  |
| 11.3.2.2.10 | Construction of 10 stand pipes, Reticulation and reservoir | Mbizana WSIG-Construction of Plangeni Ext and Sea View Borehole Development | B1 | Increase access to municipal services | Number of targeted reticulation infrastructure completed |  |  | 50 KL Reservoir & 10 Stand Pipes | 100% | 100% | Preparing the scope of work and Construction Designs  Drilling of Borehole and construction of Rising main pipeline | Preparing the scope of work and Construction Designs are done  Drilling of borehole is done, equipping is done, Construct Pump House is done, Installation of Generator is done, Construction of Raising Main is done, Construction of 50kl Reservoir is done, Construction of Reticulation is done and Construction of stand pipe are done | Yes | R 1 150 000.00 | R 2 167 248.80 | Contractor is done 100% of the construction work, hence the expenditure is high and the project is 100% complete | Contractor is still within the budget | Progress report. |  |
| 11.3.2.2.11 | Construction of Reticulation and 25 Stand Pipes | Mbizana WSIG-Construction of Mzamba and Kimberly Reticulation Scheme Development | B1 | Increase access to municipal services | Number of targeted reticulation infrastructure completed |  |  | 12.6km Bulk line & 25 Stand Pipes | 90% | 59% | Preparing the scope of work and Construction Designs  construction of Bulk Pipe Line | Preparing the scope of work and Construction Designs are done  Construction of bulk pipeline is 75% complete, Construction of Reticulation is 60% complete and Construction of stand pipe is 44% complete | Yes | R3 250 000.00 | R 5 743 635.01 | Contractor is done 59.6% of the construction work and there is a challenge of hard rock on site, hence the expenditure is high and the project is 59.6% complete | Contractor is still within the budget and all the plan work will be completed in Q3 | Progress report. |  |
| 11.3.2.2.12 | Construction of 6 stand pipes and reservoir | Mbizana WSIG-Construction of Mganko Borehole Development | B1 | Increase access to municipal services | Number of targeted reticulation infrastructure completed |  |  | 50 KL Reservoir & 6 Stand Pipes | 100% | 83% | Preparing the scope of work and Construction Designs  Drilling of Borehole and construction of Rising main pipeline | Preparing the scope of work and Construction Designs are done  Construct Pump House, Installation of Generator, Construction of Raising Main, construction of 50kl Reservoir, Construction of Reticulation and Construction of 11 stand pipe | Yes | R1 450 000.00 | R 2 899 846.41 | Contractor is done 83.3% of the construction work and the project will be completed before the 19 December 2016, hence the expenditure is high and the project is 83.3% complete | Contractor is still within the budget | Progress report. |  |
| 11.3.2.2.13 | Construction of 7 stand pipes, Reticulation and reservoir | Mbizana WSIG-Construction of Ku-Bha Borehole Development | B1 | Increase access to municipal services | Number of targeted reticulation infrastructure completed |  |  | 50 KL Reservoir & 7 Stand Pipes | 50% | 14% | Preparing the scope of work and Construction Designs  Drilling of Borehole and construction of Rising main pipeline | Preparing the scope of work and Construction Designs are done  Drilling of borehole is done, Construction of Raising Main is not done. | Yes | R1 100 000.00 | R 464 068.92 | Contractor is done 14.3% of the construction work, hence there is no expenditure in Q2 and the project is 14.3% complete | Contractor is still within the budget, Contractor to complete the project in Quarter 3 | Progress report. |  |
| 11.3.2.2.14 | Construction of 5 stand pipes and reservoir | Mbizana WSIG-Construction of Dayimane Borehole Development | B1 | Increase access to municipal services | Number of targeted reticulation infrastructure completed |  |  | 50 KL Reservoir & 5 Stand Pipes | 95% | 34% | Preparing the scope of work and Construction Designs  Drilling of Borehole and construction of Rising main pipeline | Preparing the scope of work and Construction Designs are done,  Drilling of borehole is done, Construction of Raising Main is 95% done and Construction of Reticulation is 95% done. | Yes | R 1000 000.00 | R 1 832 097.24 | Contractor is done 32% of the construction work, hence the expenditure is high and the project is 32% complete | Contractor is still within the budget, Contractor to complete the project in Quarter 3 | Progress report. |  |

##### KPI Analysis

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| --- | --- | --- | --- | --- |
| Total Number of Target | Achieved | % Achieved | Not Achieved | % Not Achieved |
| 17 | 15 | 88% | 2 | 12% |

#### Ntabankulu Projects

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| SDBIP Number | Output | IDP Project | IDP Ref | Strategic Objective | KPI | Total Budget | Vote No. | Annual Target | Mid Term Target | Mid Term Actual | Midterm  Activities | Mid Term  Activity Achieved | Achieved (Y/N) | Midterm Budget | Midterm Expense | Reason for Variance | Corrective Action | POE | POE Submitted (Y/N) |
| 11.3.2.3.1 | 400 VIPs constructed | ANDM VIP SANITATION NTABANKULU WARD 3&7 | B1 | Increase access to municipal services | NUMBER OF HOUSEHOLDS with access to sanitation facilities in Ntabankulu ward 3&7 | R4 500 000.00 | 50 503 011 | 400 | 250 | 370 | Appointment letter and Construction of 100 VIP toilet Structures  Construction of 150 VIP toilet Structures | Appointment letter, site establishment and Construction of 200 pits and 50 VIP linings  370 VIP toilets completed | Y | R2 700 000.00 | R 3 629 648.22 | Service Provider over achieved, hence the expenditure is high | Contractors still within the budget | Progress Report |  |
| 11.3.2.3.1 | Mechanical and Electrical works and village reticulation | Nyokweni/Bomvini Regional Water Supply Scheme | B1 | Increase access to municipal services | Number of households with access to water | R30 500 000.00 | 50 504 901 | 24 km reticulation with 47 stand pipes Mechanical and Electrical Works | 100% | 80% | Bulk Pipe and Reticulation 100% complete  Mechanical and Electrical 100% completed | Bulk Pipe and Reticulation 100% completed  Service Provider has re-established | Y | R25 000 000.00 | R 19 805 668.21 | Mechanical and Electrical components had to be paid prior manufacture and installation, hence there is high expenditure. | Service Provider to speed up the installation of M & E outstanding works | Progress Report |  |
| 11.3.2.3.2 | Upgrading of Ntabankulu Sewer | Upgrading of Ntabankulu Sewer | B1 | Increase access to municipal services | Number of targeted reticulation infrastructure completed | R 12 500 000.00 | 50 500 291 | Civil and Mechanical and electrical works for Waste Water Treatment works | 100% | 70% | Civil Works completed  Mechanical and Electrical works completed | Civil Works completed by M&EContractor  Biological Reactor, Clarifies, Inlet Works, Drying Beds, Supervisors House, Administration Building, Chlorine Contact Tank, Sludge Recycle Pump Station completed. | Y | R 9 500 000.00 | R 20 179 186.67 | Contractor denied access to site by Ntabankulu Business forum demanding sub-contracting work. | ANDM, Contractor and Ntabankulu Business forum to meet and resolve the matter promptly | Progress Report and Minutes of the meeting |  |
| 11.3.2.3.3 | Upgrading of Ntabankulu Sewer | Upgrading of Ntabankulu Sewer | B1 | Increase access to municipal services | Number of targeted reticulation infrastructure completed | 471 RDP houses connect to water and sewer lines | 300 | 0 | Water and Sewer pipe laying to 100 RDP Houses  Water and Sewer pipe laying to 200 RDP Houses | 12 km of water lines with 50 valves and 9 km of Sewer lines with 113 Manholes have been completed. | Y | Project is funded by Department of Human Settlement (DOH). DOH have not paid ANDM hence over expenditure | Political intervention is sought to unblock the none payment by DOH |  |  |
| 11.3.2.3.4 | Construction of Village Reticulation pipeline network, drilling of Boreholes and construction of Reservoirs | Implementation of WSIG (MWIG) Programme in Ntabankulu LM | B1 | Increase access to municipal services | Number of targeted reticulation infrastructure completed | R 32 171 000.00 | 50 500 356 | 66 Stand taps, 12 Reservoirs and protection of 5 springs | 0 | 0 | Approved designs and Site Establishment  Construction of Village Reticulation pipeline network, drilling of Boreholes and construction of Reservoirs | Designs approved and site has been established and construction has commenced.  Construction of Village Reticulation pipeline network, drilling of Boreholes and construction of Reservoirs | Y | 18 000 000.00 | R 19 633 424.20 | Service Provider over achieved, hence over-expenditure | None | Progress Report and Minutes of the meeting |  |

##### KPI Analysis

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| --- | --- | --- | --- | --- |
| *Total Number of Target* | *Achieved* | *% Achieved* | *Not Achieved* | *% Not Achieved* |
| 5 | 5 | 100% | 0 | 0% |

#### Umzimvubu

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| SDBIP Number | Output | IDP Project | IDP Ref | Strategic Objective | KPI | Total Budget | Vote No. | Annual Target | Mid Term Target | Mid Term Actual | Midterm  Activities | Mid Term  Activity Achieved | Achieved (Y/N) | Midterm Budget | Midterm Expense | Reason for Variance | Corrective Action | POE | POE Submitted (Y/N) |
| 11.3.2.4.1 | 1000 VIPs Constructed | ANDM VIPs SANITATION MZIMVUBU WARD 2&21 | B1 | Increase access to municipal services | Number of households with access to sanitation facilities in Mzimvubu ward 02 & 21 | R9 000 000.00 | 50 503 011 | 1000 VIP | 400 | 950 | Appointment letter and construction of 100 VIP toilet structures  Construction of 300 VIP toilet structures | Appointment letter and Construction of 100 VIP toilet Structures  Construction of 850 VIP toilet structures | Yes | R3 600 000.00 | R 5 271 133.91 | Contractor completed and claim according to the tender rates, hence there is low expenditure Vs constructed VIP | Contractors still with budget | Progress Report |  |
| 11.3.2.4.2 | Construction of 15 km Reticulation pipeline network | Cabazana Water Supply | B1 | Increase access to municipal services | Number of targeted reticulation infrastructure completed | R 18 000 000.00 | 50 500 471 | 15 Km of village reticulation | 5 | 3.5 | Preparing the Tender document, Advert and specification  5 Km Reticulation Pipeline Network constructed | Project scheduled for a Bid Specification committee meeting of 03 October 2016  3.5 Km Reticulation Pipeline Network constructed | N | R 8 000 000.00 | R 6 890 469.42 | Contractor completed the scope of work but there is an additional scope of work which is required to be completed by the contractor, hence there is as variance of 1.5km which required an approval of funding, hence the expenditure is low. | ANDM to avail funding for additional scope of work, to ensure that phase I is complete. | Progress report and minute of the meeting |  |
| 11.3.2.4.2 | Release retention for all the contractors | Hlane water Supply - phase 2 | B1 | Increase access to municipal services | Release retention 100% done | R 1 500 000.00 | 50 500 131 | Release retention | 0 | 0 | Release retention  Release retention | Retention released | Y | R1 500 000.00 | R1 248 022.12 | None | None | Completion Certificate |  |
| 11.3.2.4.3 | Completed Designs and working Drawings | KwaBhaca Regional BWSS | B1 | Increase access to municipal services | Completed Designs and working Drawings | R 6 500 000.00 | 50 500 431 | Approved Designs and Drawings | 1 | 1 | Designs and Working Drawings  Designs and Working Drawings | Designs and Working Drawing is done  Contractor established on site, Pipe Material on site  Trench excavation is done  Platforms for two reservoirs under construction | Y | R 6 500 000.00 | R 6 866849.52 | Contractors have been on site since March 2016, and ANDM didn’t have funds to pay contractors for work done due to budget constraint  However Municipality approved that contractor continue to work for four month without payment.  ANDM anticipated to get funding from DBSA front loading  Contractor submitted claim for the work done on site, hence there is high expenditure | ANDM to do budget adjustment and source additional funding for this project. | Progress report. |  |
| 11.3.2.4.4 | Construction of 8 km Reticulation pipeline network | Ntibane Water supply Scheme: Phase 2 | B1 | Increase access to municipal services | Number of targeted reticulation infrastructure completed | R 6 500 000.00 | 50 500 3081 | 8 Km of village reticulation with 25 stand pipes | 0 | 0 | Preparing the Tender document, Advert and specification  Appointment of Contractor and Site Establishment | Preparation of tender document done, Specification signed and waiting for SCM to advertise.  Current contractor was completing the works on site.  Completion of Phase 1 WTW.  Tender Advert for Reticulation and donga crossing  Tender document and working drawings | Y | R 4 000 000.00 | R 10 804 329.62 | Contractor claim for the completion of phase 1 WTW  Payment for Professional fees for the work done  The Expenditure is for both contractor and Professional fees, hence there is high expenditure. | ANDM to do budget adjustment and source additional funding for this project. | Completion Certificate and Tender advert |  |
| 11.3.2.4.6  11.3.2.4.5 | Construction of Village reticulation with associated works | Qwidlana water supply - Area 3&4 | B1 | Increase access to municipal services | Number of targeted reticulation infrastructure completed | R 9 500 000.00 | 50 500 441 | 5 Km of village reticulation with 18 stand pipes | 0 | 0 | Preparation of Designs and Tender Documents and Tender Advertisement  Contract Award and Site Establishment | Project to go to the Bid Specification Committee of October 2016  Construction of bulk pipe line is complete  Reticulation pipe lines,  Stand pipes, Borehole ,  Pump stations,  Reservoirs and repair reservoir complete for the previous phase;  Service provider attending the snags before practical completion | N | R 2 500 000.00 | R 0.00 | Non submission of claim by the Contractor for the work done on site, hence there is no expenditure | Contractor to submit claim for the work done on site. | Progress Report |  |
| 11.3.2.4.6 | Construction of 12 km Reticulation pipeline network | Umzimvubu ward 13 water supply | B1 | Increase access to municipal services | Number of targeted reticulation infrastructure completed | R 15 000 000.00 | 50 500 359 | 12 Km of village reticulation with 35 stand pipes | 0 | 0 | Preparation of Designs and Tender Documents and Tender Advertisement  Contract Award and Site Establishment | Project to go to the Bid Specification Committee of October 2016  Health and Safety Specification for the new phase. | N | R 6 000 000.00 | R 7794 27.60 | Project presented to BSC now awaiting advert.  Project to be advertised in the third quarter of the FY | ANDM to advertise the project | Minutes of BSC |  |
| 11.3.2.4.7 | Construction of 12 km Reticulation pipeline network | Umzimvubu ward 14 water supply | B1 | Increase access to municipal services | Number of targeted reticulation infrastructure completed | R 15 000 000.00 | 50 500 563 | 12 Km of village reticulation with 35 stand pipes | 0 | 0 | Preparation of Designs and Tender Documents and Tender Advertisement  Contract Award and Site Establishment | Construction of Reservoirs,  bulk pipe line,  Reticulation, access road and  Stand taps completed,  Service Provider attending to snags | N | R 6 000 000.00 | R4066471.49 | Non submission of claim by the Contractor for the work done on site, hence there is no expenditure | Contractor to submit claim for the work done on site. | Progress Report |  |
| 11.3.2.4.8 | Construction of 10 km Reticulation pipeline network | Umzimvubu ward 22 water supply scheme | B1 | Increase access to municipal services | Number of targeted reticulation infrastructure completed | R 8 5 000 000.00 | 50 504 901 | 10 Km of village reticulation with 20 stand pipes | 0 | 0 | Preparation of Designs and Tender Documents and Tender Advertisement  Contract Award and Site Establishment | Project to go to the Bid Specification Committee of October 2016  Construction of pumping mains  Reticulation, Reservoir, break pressure tank and pump stations completed  Now attending to snags | N | R 4 500 000.00 | R 900 167.32 | Non submission of claim by the Contractor for the work done on site, hence there is low expenditure | Contractor to submit claim for the work done on site. | Progress Report |  |
| 11.3.2.4.9 | Construction of 15km Bulk and Reticulation Pipeline | Construction of Kwabhaca South Leg Argumentation | B1 | Increase access to municipal services | Number of targeted reticulation infrastructure completed | R 10 000 000.00 | 50509 931 | Construction of 15km Bulk & Reticulation pipeline | 7.5 | 7.5 | Construction of 5km bulk Pipeline  Construction of 2.5km bulk Pipeline | Installation of Reticulation in Dangwana Village-100%.  Installation of Reticulation in Majuba Village-100%  Replacing ofNyushwini Bulk Gravity Main.100%  Replacing existing AC Bulk pipeline along N2 100% | Y | R5000 000.00 | R 5 222 689.43 | Contractor guarantee expired and ANDM is currently waiting the new guarantee in order to pay the contractor, hence there is low expenditure | Contractor to submit required Guarantee and speed up progress on site | Progress Report and minutes of |  |
| 11.3.2.4.10 | Construction of Village Reticulation pipeline network, drilling of Boreholes and construction of Reservoirs | Implementation of WSIG (MWIG) Promgamme in Mzimvubu LM | B1 | Increase access to municipal services | Number of targeted reticulation infrastructure completed | R 12 500 000.00 | 50 500 311 | 49 Stand taps, 8 Reservoirs and protection of 4 springs | 1 | 1 | Approved designs and Site Establishment  Construction of Village Reticulation pipeline network, drilling of Boreholes and construction of Reservoirs | Construction of Village Reticulation pipeline network, drilling of Boreholes and construction of Reservoirs | Y | R7 500 000.00 | R 8 825 779.61 | PSP has done most of the work on site, hence there is high expenditure | Contractors still within the budget | Progress Report and minutes |  |
| 11.3.2.4.11 | Construction of Water Treatment works, Bulk mains and associated works | Mount Ayliff Peri-Urban Water Project | B1 | Increase access to municipal services | Number of targeted reticulation infrastructure completed | R 80 500 000.00 | 50 500 321 | 20 km of bulk mains and Complete WTW (Civil) | 1 | 1 | Tender Advertisement and Award of Contract  Site Establishment and commencement of the works | Tender Advertised and closing on 03 September 2016  Appointment of contractors | N | R20 500 000.00 | R0.00 | ANDM delay on procurement of service providers. | ANDM to speed up the Site hand over for the contractors | Appointment letters |  |
| 11.3.2.4.12 | Construction of Mount Ayliff RBIG water supply. | Mount Ayliff RBIG Water supply | B1 | Increase access to municipal services | Number of targeted reticulation infrastructure completed | R15 000 000.00 |  | Retention and Defect liability period | 1 | 1 | Retention | Retention released | Y | R3 600 000.00 | R2 761949 .00 | None | None | Completion Certificate |  |

##### KPI Analysis

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Total Number of Target | Achieved | % Achieved | Not Achieved | % Not Achieved |
| 13 | 7 | 54% | 6 | 46% |

#### ISD Midterm

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| *SDBIP Number* | *Output* | *IDP Project* | *IDP Ref* | *Strategic Objective* | *KPI* | *Total Budget* | *Vote No.* | *Annual Target* | *MIDTERM Target* | *MIDTERM Actual* | *MIDTERM*  *Activities* | *MIDTERM*  *Activity Achieved* | *Achieved (Y/N)* | *MIDTERM Budget* | *MIDTERM Expense* | *Reason for Variance* | *Corrective Action* | *POE* | *POE Submitted (Y/N)* |
| 11.3.2.5.1 | Implementation of ISD Guidelines. | Strengthening of District ISD services | A.1 | Optimise systems, administration and operating procedures | Number of ISD Forum Meetings held | R0.00 | N/A | 4 | 1 | 1 | 1 District ISD Forum Meeting held | 1 District ISD Forum Meeting held | Y | R0.00 | R0.00 | None | None | Minutes , Attendance Register and Agenda |  |
|  | Implementation of ISD Guidelines. | Strengthening of District ISD services | A.1 | Optimise systems, administration and operating procedures | Number of meetings held with service delivery units | R0.00 | N/A | 4 | 1 | 1 | 1 meeting held with service delivery units | 1 meeting held with service delivery units | Y | R0.00 | R0.00 | None | None | Attendance Register and  Minutes |  |
| 11.3.2.5.2 | Protective clothing and equipment delivered and distributed to all Unit staff members | Procurement of protective clothing | A.1 | Optimise systems, administration and operating procedures | % of Staff supplied with protective clothing | R0.0 | 1 | 100% | 0 | 0 | Facilitate procurement processes | Protective clothing delivered and distributed accordingly | N | R0.00 | R0.00 | Procurement plan was changed and centralised to one unit for the department and there was no budget allocated for ISD unit this financial year | The project budget will be addressed during mid-term budget adjustment | None |  |
| 11.3.2.5.3 | ISD Public Education and Awareness Workshops held in 4 LMs | ISD Public Education and Community Awareness Programme | E1 | Promote public participation and meaningful good governance | Number of LMs workshopped on water usage, health and hygiene | R0.00 | N/A | 4 | 1 | 1 | Coordinate Water usage, health and hygiene workshop in 1 local municipalities | Coordinate Water usage, health and hygiene workshop in 1 local municipalities | Y | R0.00 | R0.00 | None | None | Program ,  Attendance Registers,  Educational Material and  Report |  |
|  | Implementation of ANDM Terms of Reference for ISD Work | ISD Coordination | E1 | Promote public participation and meaningful good governance | Number of Communities updated on all approved projects within their area | R0.00 | N/A | 24 | 8 | 8 | Coordinate 8 consultation meetings | Coordinate 8 consultation meetings | Y | R0.00 | R0.00 | None | None | Minutes and Attendance Registers |  |
| 11.3.2.5.4 | Implementation of ANDM Terms of Reference for ISD Work | ISD Coordination | E1 | Promote public participation and meaningful good governance | Number of projects capacitated with PSCs and VHWs with relevant training | R0.00 | N/A | 4 | 1 | 1 | Undertake 1 accredited/non accredited training | Undertake 1 accredited/non accredited training | Y | R0.00 | R0.00 | None | None | Training Report and Attendance Register |  |
|  | Implementation of ANDM Terms of Reference for ISD Work | ISD Coordination | E1 | Promote public participation and meaningful good governance | Number of Functional PSCs | R0.00 | N/A | 17 | 4 | 4 | Coordinate 4 functional PSC’s | Coordinate 4 functional PSC’s | Y | R0.00 | R0.00 | None | None | Minutes ,  Attendance Register and PSC lists |  |
|  | Implementation of ANDM Terms of Reference for ISD Work | ISD Coordination | E1 | Promote public participation and meaningful good governance | Number of Communities visited for inputs after project completion | R0.00 | N/A | 16 | 4 | 4 | Coordinate 4 community satisfaction meeting | Coordinate 4 community satisfaction meeting | Y | R0.00 | R0.00 | None | None | Minutes,  Attendance Registers and Closeout Report |  |
|  | Implementation of ANDM Terms of Reference for ISD Work | ISD Coordination |  | Strengthening Governance and reduce risk | Number of financial MIG reports reconciled, drafted and submitted | R0.00 | N/A | 12 | 3 | 3 | Reconcile, draft and submit 3 reports for MIG | Reconcile, draft and submit 3 reports for MIG | Y | R0.00 | R0.00 | None | None | Non- Financial MIG reports |  |

##### KPI Analysis

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Total Number of Target | Achieved | % Achieved | Not Achieved | % Not Achieved |
| 9 | 8 | 89% | 1 | 11% |

*WSP*

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| SDBIP Number | Output | IDP Project | IDP Ref | Strategic Objective | KPI | Total Budget | Vote No. | Annual Target | Mid Term Target | Mid Term Actual | Midterm  Activities | Mid Term  Activity Achieved | Achieved (Y/N) | Midterm Budget | Midterm Expense | Reason for Variance | Corrective Action | POE | POE Submitted (Y/N) |
| 11.3.3.1 | 4 test kits for WTW and WWTW for Matatiele and Mbizana | Tools & Equipment | A2 | Optimise systems, administration and operating procedures | Number of Tools and Equipment Procured | R1000 000.00 | 505001081 | 4 | 0 | 0 | Procurement and appointment of Service Provider | Terms of Reference developed | N | R0.00 | None | Budget diverted to address the Sewer blockage emergencies - Matatiele | Mid-term budget adjustment should address the budget limitations | Terms of reference | Y |
| 11.3.3.2 | Increased availability to vehicles for technical staff | Vehicles Leasing | A2 | Optimise systems, administration and operating procedures | Number of vehicles leased | R35 000 000.00 | 1500044263 | 24 | 24 | 24 | Payment of  invoices for 24  vehicles  Payment of  invoices for 24  vehicles | Payment of  invoices for 24 vehicles | Y | R17 500 000.00 | R16780 000.00 | None | None | Invoices, and Monthly  Reports from Fleets | Y |
| 11.3.3.3 | Fully functional Matatiele WTW | Matatiele Water Treatment Works(W TW)Refurbishment and Augmentation | B2 | Improve the quality of Municipal Infrastructure services | Number of Matatiele WTW Components refurbished | R1 000 000.00 | 505090811 | 2 | 0 | 0 | Planning and  Assessment of activities.  Pursue the SCM  Processes.  Appointment of  Service Provider | Developed work instructions | Y | R0.00 | None | Budget diverted to address the Sewer blockage emergencies - Matatiele | Mid-term budget adjustment should address the budget limitations | Work instructions | Y |
| 11.3.3.4 | 6 municipal buildings and structural components maintained | Building Maintenance & Alterations | B2 | Improve the quality of Municipal Infrastructure services | Number of Municipal buildings and structural components maintained | R 2 000 000.00 | 1500038001 | 6 | 3 | 3 | 1 municipal  building and  structural  components  maintained  2 municipal  building and  structural  components  maintained | 3 municipal  building and  structural  components  maintained | Y | R1 000 000.00 | R735 233.00 | None | None | Works Orders/Appointment letter and Progress Report | Y |
| 11.3.3.5 | Ensure the payment of electricity for the operation of pumps. | Electricity | D2 | Improve expenditure management and controls | Number of Invoices submitted for payment. | R 15 000 000.00 | 1500044033 | 32 | 8 | 12 | Facilitate the  payment of  invoices to  Financial  Controller  Facilitate the  payment of  invoices to  Financial  Controller | Facilitate the  payment of  invoices to  Financial  Controller  Facilitate the  payment of  invoices to  Financial  Controller | Y | R7 500 000.00 | R7 345 000.00 | None | None | Invoices  Proof of  payments | Y |

##### KPI Analysis

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Total Number of Target | Achieved | % Achieved | Not Achieved | % Not Achieved |
| *5* | *4* | *80%* | *1* | *20%* |

##### Total Analysis

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Total Number of Target | Achieved | % Achieved | Not Achieved | % Not Achieved |
| 16 | 1 | 100% | 0 | 0% |

### WSP Matatiele

Overview

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| SDBIP Number | Output | IDP Project | IDP Ref | Strategic Objective | KPI | Total Budget | Vote No. | Annual Target | Mid Term Target | Mid Term Actual | Midterm  Activities | Mid Term  Activity Achieved | Achieved (Y/N) | Midterm Budget | Midterm Expense | Reason for Variance | Corrective Action | POE | POE Submitted (Y/N) |
| 11.3.3.1.1 | 2 Matatiele Water services infrastructure refurbished and operational | Refurbishment and Replacement of Water Infrastructure - Matatiele | B2 | Improve the quality of Municipal Infrastructure services | Number of water services infrastructure refurbished | R1 500 000.00 | 505090851 | 2 | 0 | 1 | Planning and Assessment of activities. Pursue the SCM Processes. Appointment of Service Provider | Planning and Assessment of activities.  Pursue the SCM Processes.  Project implemented through M & E contract – practical completed | Y | R0.0 | R4 250 000.00 | Emergency, sewerage spillages that pose health hazards in Matatiele Town | An emergency vote to be created during the Mid-Term Budget adjustment to address the unforeseen emergencies | Appointment Letter and Progress  Reports |  |
| 11.3.3.1.2 | 47 Matatiele water and sanitation schemes fully operational | Maintenance and Repairs of Matatiele Water & Sanitation Infrastructure schemes | B3 | Improve the quality and flow of water and sanitation | Number of water schemes maintained with 100% adherence to maintenance plan | R 12 000 000.00 | 1500038014 | 47 | 47 | 47 | All water schemes  Maintained according to planned schedule  All water schemes  Maintained according to planned schedule | All water schemes  Maintained according to planned schedule  All water schemes Maintained according to planned schedule | Y | R6 000 000.00 | R5 842 000.00 | None | None | Maintenance Plans,  Water and  sanitation  maintenance Monthly reports |  |

##### KPI Analysis

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Total Number of Target | Achieved | % Achieved | Not Achieved | % Not Achieved |
| 2 | 2 | 100% | 0 | 0% |

#### Mbizana Provision

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| SDBIP Number | Output | IDP Project | IDP Ref | Strategic Objective | KPI | Total Budget | Vote No. | Annual Target | Mid Term Target | Mid Term Actual | Midterm  Activities | Mid Term  Activity Achieved | Achieved (Y/N) | Midterm Budget | Midterm Expense | Reason for Variance | Corrective Action | POE | POE Submitted (Y/N) |
| 11.3.3.2.1 | 1 Mbizana Water services (Cluster of villages) infrastructure refurbished and operational | Refurbishment and Replacement of Water Infrastructure -Mbizana | B2 | Improve the quality of Municipal Infrastructure services | Number of water services infrastructure refurbished | R1 500 000.00 | 505090831 | 1 | 0 | 0 | Planning and  Assessment of activities.  Pursue the SCM  Processes.  Appointment of  Service Provider | Planning and  Assessment of activities.  Pursue the SCM  Processes.  Appointment of Service Provider | Y | R0.0 | R420 088.86 | Project falls in the previous Fy (2015 / 16) procurement plan, service provider appointed in Q1 of this Fy (2016 / 17) | Strict adherence to the procurement plan is ensured this Fy (June, 2017) | Appointment Letter, Progress  Reports | Y |
| 11.3.3.2.2 | 1Mbizana Pond refurbished | Refurbishment and Replacement of Sanitation Infrastructure - Mbizana Ponds | B2 | Improve the quality of Municipal Infrastructure services | Number of Sanitation schemes refurbished | R2 500 000.00 | 505000251 | 1 | 0 | 0 | Implementation  of the project-  Upgrading of  existing pond. | Implementation  of the project-  Upgrading of  existing pond. | Y | R1000 000.00 | R2 499 000.00 | ANDM received a non-compliance letter from the office of the Public Protector | The WSP Section shall propose establishment of emergency vote to address emergency maintenance sewerage cases, by mid-term budget adjustment | Progress  Report and  Payment  Certificate | Y |
| 11.3.3.2.3 | 32 Mbizana water and sanitation schemes fully operational | Repairs and Maintenance of Water & Sanitation Infrastructure schemes -Mbizana | B3 | Improve the quality and flow of water and sanitation | Number of water schemes maintained with 100% adherence to maintenance plan | R 6 000 000.00 | 1500038012 | 32 | 32 | 32 | All water  schemes  maintained  according to  planned  schedule  All water  schemes  maintained  according to  planned  schedule | All water  schemes  maintained  according to  planned  schedule  All water  schemes  maintained  according to  planned  schedule | Y | R3 000 000.00 | R3 3406 691.00 | None | None | Maintenance Plans,  Water and  sanitation  maintenance Monthly reports | Y |

##### KPI Analysis

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Total Number of Target | Achieved | % Achieved | Not Achieved | % Not Achieved |
| 3 | 3 | 100% | 0 | 0% |

### Ntabankulu Provision

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| SDBIP Number | Output | IDP Project | IDP Ref | Strategic Objective | KPI | Total Budget | Vote No. | Annual Target | Mid Term Target | Mid Term Actual | Midterm  Activities | Mid Term  Activity Achieved | Achieved (Y/N) | Midterm Budget | Midterm Expense | Reason for Variance | Corrective Action | POE | POE Submitted (Y/N) |
| 11.3.3.3.1 | 1 Ntabankulu Water services infrastructure refurbished and operational | Refurbishment and Replacement of Water Infrastructure -Ntabankulu | B2 | Improve the quality of Municipal Infrastructure services | Number of water services infrastructure refurbished | R 1 500 000.00 | 505090871 | 1 | 0 | 0 | Planning and  Assessment of activities.  Pursue the SCM  Processes.  Appointment of  Service Provider | Planning and  Assessment of activities.  Pursue the SCM  Processes Appointment of  Service Provider, project is ongoing | Y | R0.00 | None | Project falls in the previous Fy (2015 / 16) procurement plan, service provider appointed in Q1 of this Fy (2016 / 17) | Strict adherence to the procurement plan is ensured this Fy (June, 2017) | Appointment Letter, Progress  Reports | Y |
| 11.3.3.3.2 | 1Ntabankulu Pond refurbished | Refurbishment and Replacement of Sanitation Infrastructure – Ntabankulu Ponds | B2 | Improve the quality of Municipal Infrastructure services | Number of Sanitation schemes refurbished | R 1000 000.00 | 505000361 | 1 | 0 | 0 | Implementation  of the project-  Upgrading of  existing pond. | Work instructions had been issued to the M & E contract to undertake the Upgrading of  The existing pond. | Y | R1 000 000.00 | None | Project undertaken as an emergency in anticipation of non-compliance letter from the regulatory sector. | The WSP Section shall propose establishment of emergency vote to address emergency maintenance sewerage cases, by mid-term budget adjustment | Progress  Report and  Payment  Certificate | Y |
| 11.3.3.3.3 | 33 Ntabankulu water and sanitation schemes fully operational | Repairs and Maintenance of Water & Sanitation Infrastructure schemes - Ntabankulu | B3 | Improve the quality and flow of water and sanitation | Number of water schemes maintained with 100% adherence to maintenance plan | R7 000 000.00 | 1500038015 | 33 | 33 | 33 | All water  schemes  maintained  according to  planned  schedule  All water  schemes  maintained  according to  planned  schedule | All water  schemes  maintained  according to  planned  schedule  All water  schemes  maintained  according to  planned  schedule | Y | R3 500 000.00 | R3 605 100.00 | None | None | Maintenance Plans,  Water and  sanitation  maintenance Monthly reports | Y |

##### KPI Analysis

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Total Number of Target | Achieved | % Achieved | Not Achieved | % Not Achieved |
| 3 | 3 | 100% | 0 | 0% |

### Umzimvubu Provision

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| SDBIP Number | Output | IDP Project | IDP Ref | Strategic Objective | KPI | Total Budget | Vote No. | Annual Target | Mid Term Target | Mid Term Actual | Midterm  Activities | Mid Term  Activity Achieved | Achieved (Y/N) | Midterm Budget | Midterm Expense | Reason for Variance | Corrective Action | POE | POE Submitted (Y/N) |
| 11.3.3.4.1 | 1 Umzimvubu Water services infrastructure refurbished and operational | Refurbishment and Replacement of Water Infrastructure in Umzimvubu | B2 | Improve the quality of Municipal Infrastructure services | Number of water services infrastructure refurbished | R1 500 000.00 | 505090841 | 1 | 0 | 1 | Planning and  Assessment of activities.  Pursue the SCM  Processes.  Appointment of  Service Provider | Planning and  Assessment of activities.  Pursue the SCM  Processes.  Project implemented through M & E contract – practical completed | Y | R0.0 | R4 324 000.00 | Emergency, sewerage spillages that pose health hazards in Matatiele Town | An emergency vote to be created during the Mid-Term Budget adjustment to address the unforeseen emergencies | Appointment Letter and Progress  Reports | Y |
| 11.3.3.4.2 | 1 Mnceba Water services (Cluster of villages) infrastructure refurbished and operational | Refurbishment and Replacement of Water Infrastructure – Mnceba Water Scheme | B2 | Improve the quality of Municipal Infrastructure services | Number of water services infrastructure refurbished | R1 500 000.00 | 505090881 | 1 | 0 | 0 | Planning and  Assessment of activities.  Pursue the SCM  Processes.  Appointment of  Service Provider | Work instructions issued to the M & E contract to undertake the Mnceba refurbishment | Y | R0.0 | None | None | None | Work instructions | Y |
| 11.3.3.4.3 | 75 Umzimvubu water and sanitation schemes fully operational | Maintenance and Repairs of Umzimvubu Water & Sanitation Infrastructure schemes | B3 | Improve the quality and flow of water and sanitation | Number of water schemes maintained with 100% adherence to maintenance plan | R11 000 000.00 | 15000 38013 | 75 | 75 | 75 | All water  schemes  maintained  according to  planned  schedule  All water  schemes  maintained  according to  planned  schedule | All water  schemes  maintained  according to  planned  schedule  All water  schemes  maintained  according to  planned  schedule | Y | R2 750 000.00 | R2 853 234.00 | None | None | Maintenance Plans,  Water and  sanitation  maintenance Monthly reports | Y |

##### KPI Analysis

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| *Total Number of Target* | *Achieved* | *% Achieved* | *Not Achieved* | *% Not Achieved* |
| 3 | 3 | 100% | 0 | 0% |

*Past Year Challenges*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| No | Responsible Department | IDP Project | Achievements | Challenges | Solutions |
|  |  | Financial Management |  | Non – financial information for previous years still outstanding | Effective Contract management |
|  |  | ANDM VIP SANITATION MATATIELE | 1013 VIPs completed | No new tenders were awarded as the business plan is still prepared | Submit new business plans to DWS &CoGTA for approval so that the projects can commerce in the new financial year. |
|  |  | Fobane sub-region phase | 60% of work completed in the construction of the WTW | Project dependent on completion of the WTW before it can proceed. | Revise scope of the project, reregister on MIG MIS and submit for approval to DWS &CoGTA |
|  |  | Maluti/ Matatiele/ Ramohlakoana Water Supply | 5 boreholes drilled and equipped, construction of pump stations completed, 3 km bulk pipeline completed  2 Ml constructed at 95% | Project construction was delayed by community unrest which took place in March & April.  Project was under budgeted. | Contractor to return to site and complete the remaining work. |
|  |  | Matatiele Regional Bulk water supply | Contractor appointed, 12 km of pipe have been delivered to site and 0.9 km of pipe has been laid. | None | Progress in construction to improve in the new financial year. |
|  |  | Hlane Water Supply | 1167 households have access to water | Under performed due to Eskom failure to supply the project with electricity | ANDM intervened Eskom has promised to improve |
|  |  | Ntibane water supply phase 2 | 40% of work completed in the construction of the WTW | First Consultant surrendered the project.  The contractor could not do much without proper supervision | New PSP appointed, the contractor submitted a catchup program |
|  |  | Kwabaca rws - ( WTW & bulk Infrastructure pipeline) | Contractors appointed | Project advertised | Awaiting DBSA loan approval |
|  |  | Umzimvubu ward 14 water | 22 km bulk pipeline constructed, 33 km of reticulation network constructed, 3 concrete reservoir platforms constructed | Project awaiting for approval of DBSA loan | The application for the funds has been submitted for approval |
|  |  | UP - GRADING OF MBIZANA TOWN SEWERE SYSTEM | Business plan submitted to DWS for approval | Approval depends on the DWS for approval of Feasibility study in order to commence with the next stage for preliminary Design. | Request the DWS to fast truck the approval of Feasibility Study. |
|  |  | Greater Mbizana Regional Scheme reticulation | 35 km of reticulation pipeline constructed  3 reservoir platforms constructed  2 reservoir walls constructed | Site hand over was conducted on the 15 January 2015 and construction started after 14 Days, Delays due to community issues and labour strikes on site. | Conduct the PSC Meeting and explain to the workers and PSC what need to be done to avoid work been stop on site by the Community. |
|  |  | ANDM VIP SANITATION NTABANKULU | None | No budget allocated for this financial Year | N/A |
|  |  | BOMVINI NYOKWENI - BULK WATER SUPPLY | 3 pump stations bases constructed, 6 km bulk pipeline completed | First contractor terminated due to none performance | Second contractor appointed |
|  |  | Up - grading of Ntabankulu town sewer system | 60% of work completed in the construction of the WWTW | Additional scope of work | Contractor brought more resources on site |
|  |  | Advertisement of indigent policy for LMs | Bizana and Umzimvubu LM Indigent Policy advertised | FBS Coordinator recently appointed | N/A |
|  |  | Indigent register verification | 51 220 indigent verified list | N/A | N/A |
|  |  | Section 78 | None | Non-payment of service providers for section 78 (1) | Extension of contract for service providers to continue with section 78(3) assessment |
|  |  | Regulatory Performance Management System | In 2015/16, ANDM delegates attended RPMS symposium and master classes. | Candidates nominated to attend these sessions were denied attendance by management | Ensure that ANDM attend symposium and RPMS trainings |
|  |  | Water Safety Plan | Water safety plan was reviewed internally but not adopted due to non-sitting of council structures. | Council did not sit before end of quarter 4 to adopt the Water Safety Plan. | Ensure that service provider is appointed as per the procurement so as to allow the adoption of the plan in quarter 3 instead of quarter 4. |
|  |  | Coastal Management Plan | Draft Coastal Management plan completed but not adopted by council | Coastal Management Plan completed towards end of quarter 4 and could not be submitted to council for adoption due to limited timeframe. | Submit the Coastal Management Plan to Standing Committee for recommendation to council for adoption. |
|  |  | Integrated Waste Management Plan (IWMP) | Draft Integrated Waste Management Plan completed but not adopted by council | IWMP completed towards end of quarter 4 and could not be submitted to council for adoption due to limited timeframe | Submit the IWMP to Standing Committee for recommendation to council for adoption. |
|  |  | Climate Change Adaptation Strategy | Climate Change Adaptation Strategy completed but not adopted by council | Service provider appointed in February 2015 and this delayed the project inception anticipated for January 2015. | Submit the Climate Change Adaptation Strategy to Standing Committee for recommendation to council for adoption. |
|  |  | Community Based Natural Resource Management | Gobodweni CBNRM project was established and its implementation was a success. | Matatiele LM project beneficiaries did not cooperate demanding ANDM to reimburse them for clearing of wattle around Matatiele Mountain Dam | Submit proposal to EPWP for the project beneficiaries to work as EPWP contract workers. |
|  |  | Review Water Services  Backlog eradication strategy | The backlog Eradication Strategy Document was adopted by Council on 14th October 205 | Waiting for the recommendation from the IDMS Standing committee | Waiting for schedule date for Standing committee sitting |
|  |  | Feasibility studies for 12 cluster wards : | All outstanding invoices were paid. | Projects put on hold due to unpaid invoices | Submitted unpaid invoices to be paid. |
|  |  | Business Plan for 8 Wards prepared | Project withdrawn | Project was not awarded | Had discussion with SCM to re-advertise the project |
|  |  | Electricity Sector Plan | Project advertised for 2016/17 FY. | Project not budgeted for 2014/15 FY | Project will be undertaken in 2016/17 FY |
|  |  | Review of District Integrated Transport Plan (DITP) | Project awarded on 24th June 2015 | Project evaluated but not awarded | Had discussion with SCM to award the project |
|  |  | Review Sanitation Master Plan. | Invoices were paid by MISA and final document submitted to ANDM | Unpaid invoices by MISA | The PSP submitted the invoices to MISA for payment to be effected. |
|  |  | Feasibility studies Siroqhobeni, Mkemane,Kinira and Ntabankulu | All Outstanding Invoices were paid | Unpaid invoices | Submitted invoices to finance for payment |
|  |  | Review of WCDM strategy document | none | N/A | Implement the strategy for 2015/16 financial year |
|  |  | Water Conservation awareness campaigns in the ANDM | None | Appoint WCDM manager | Appoint WCDM manager |
|  |  | Installation of automatic data logging system in all bulk meters and telemetry data logging at the WTW inlet and outlet meters. | None | Appoint WCDM manager | Appoint WCDM manager |
|  |  | Installation of consumer meter with restrictive devices in the urban areas of the ANDM | None | Appoint WCDM manager | Appoint WCDM manager |
|  |  | To enhance water balance calculations in the ANDM water supply schemes by 2014 | none | Appoint WCDM manager | Appoint WCDM manager |
|  |  | To develop an ANDM infrastructure asset replacement plan. | Terms of reference submitted to SCM for procurement processes | Appoint WCDM manager | Appoint WCDM manager |
|  |  | Refurbishment and Replacement of Water Infrastructure -Ntabankulu | No work done due to termination of the contract at the beginning of the project | Terminated the Bunjenje Contract due to poor performance of the contractor, | Second Bidder will be nominated to complete the project |

# Community Development Services

*Department Overview*

Community Development Services is responsible for provision of various community and social services within the district and all these functions are administered through the following units;

CDS has the following units:

* *Disaster and Risk management.*
* *Fire and rescue Services Management.*
* *Municipal Health Services Management.*
* *Institutional and Social Development and Customer Care Services Management.*
* *Thusong Services Management.*
* *Sports, Arts, Culture, Recreation, Heritage and Museum.*

*Disaster Risk Management Services*

Responsible for disaster risk management and response services.

Disaster risk management is a multi-disciplinary, multi-sectoral integrated and uniform process of planning that focuses on the prevention and reduction of risks of disaster, mitigating their severity, ensure emergency preparedness and also provide for the rapid response to disasters and post-disaster recovery.

The KPAs as legislated in the Disaster Management Services (Act 57 of 2002)

* *Integrated institutional capacity for disaster risk management.*
* *Disaster Risk assessment.*
* *Disaster Risk reduction.*
* *Disaster Response and recovery.*

*Fire & Rescue Services*

Fire and Rescue Services is responsible for ensuring the safety of ANDM community and visitors by; providing effective emergency response services and quality prevention and education programmes that will minimize the loss of life and property resulting from fires and other emergency situations.

The Unit is organized into four divisions. Each division has functional Sections which are responsible for the accomplishment of specific functional goals and objectives.

* *Management & Administration*
* *Operations Division is responsible for fire suppression and rescue (quality prevention and education programmes)*
* *In-house (Personnel) and Public Training*
* *Safety & Support Services*

*Municipal Health Services*

Designed to ensure that a comprehensive environmental health services package is rendered to the inhabitants of the district

* *Food safety & awareness*
* *Water Quality Monitoring*
* *Health surveillance of premises*
* *Environmental Control:*
* *Air quality, Waste Management and monitoring , Water Quality monitoring*
* *Vector Control*
* *Health Surveillance of premises and prevention of communicable diseases.*
* *Chemical safety*

*ISD & Customer Care*

Responsible for ensuring existence of sound relations between the district municipality and its customers and further ensure maximum stakeholder participation in the development initiatives of the district through a people-centred approach to achieve sustainable development

* *ISD & Customer Care Public Education and Community Awareness Programme*
* *Customer Care Centre Marketing*
* *Batho Pele Championship Programme*
* *Formally introduce ANDM Batho Pele Development and Implementation of ISD Guidelines*
* *Promotion of a crime free district through crime awareness programmes*

*Thusong Services*

Thusong Service Centers, formerly known as Multi-Purpose Community Centers (MPCCs) have been identified by the South African Government as the primary approach to address historical, social and economic factors, which limited access to information, services and participation by citizens, as they had to travel long distances to access these services, negatively affects their own empowerment.

Here are the programs of Thusong Service centers:

* *Ensuring that services are brought closer to the people. This includes all services (government, private and PPP).*
* *Establishment of committees which assist in running of the centers (the committee is comprised of all stakeholders around the center including government agencies .*

*Sports, Arts, Culture, Recreation & Heritage*

Responsible for co-ordination of sports (out of school) arts, culture, recreation and heritage within the district.

* *Arts and Culture*
* *Sports and Recreation*
* *Heritage and Museums*

*Performance Overview*

*Achieved Targets vs Not Achieved by Unit*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Unit | Total No. of Targets | No.  Achieved | No  Not Achieved | % Achieved | %  Not Achieved |
| Disaster and Risk management. | 7 | 5 | 2 | 71% | 29% |
| Fire and rescue Services | 12 | 6 | 6 | 50% | 50% |
| Municipal Health Services | 15 | 12 | 3 | 80% | 20% |
| Customer Care Services | 10 | 8 | 2 | 80% | 20% |
| Thusong Services Management. | 9 | 6 | 3 | 67% | 33% |
| Sports, Arts, Culture, Recreation, Heritage and Museum. | 11 | 7 | 4 | 64% | 34% |
|  |  |  |  |  |  |

*Projected Expenditure vs Actual by Unit*

|  |  |  |  |
| --- | --- | --- | --- |
| Unit | Projected | Actual | Variance |
| Disaster and Risk management. |  |  |  |
| Fire and rescue Services |  |  |  |
| Municipal Health Services |  |  |  |
| Customer Care Services |  |  |  |
| Thusong Services Management. |  |  |  |
| Sports, Arts, Culture, Recreation, Heritage and Museum. |  |  |  |
| Total |  |  |  |

*Performance highlights*

* *Handover of Tabachicha Thusong Service Centres.*
* *Facilitated security measures within the service centres.*
* *Improvement of service capacity at Nophoyi Thusong Centre (Park home, ICT Centre and chairs for community hall.*
* *Customer Care Day hosted for all ANDM Staff & Councillors.*
* *Customer Satisfaction Survey conducted and draft report produced.*
* *Customer Satisfaction feedback devices procured and operational*
* *OR Tambo Melting Pot Choral festival success held.*
* *Sport supporting programs held (SAIMSA and SALGA Games).*
* *Coordinated traditional initiation monitoring to curb death.*
* *Provided disaster relief and rehabilitation to disaster affected households.*
* *Departmental policies and plans reviewed.*
* *Improved institutional capacity(appointment of EHP’s and Fire Fighting personnel)*
* *Educational community awareness campaigns (MHS, Fire and Disaster Management).*
* *Establishment and capacitating of Community Emergency Response Teams (one team per local municipality).*
* *National environmental award health award (MHS) for the best operational EHP.*

*Challenges*

* *High vacancy rate.*
* *Limited budget to implement departmental mandate.*
* *Lack of zeal and commitment to render services within Thusong Service Centres by government departments.*
* *Noncompliance with procurement plan due to delayed procurement processes.*
* *Poor performance by service providers due to lack of capacity although clear specification articulated.*

*11.4. Community Development Services SDBIP Report*

*Customer Care*

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| SDBIP Number | Output | IDP Project | IDP Ref | Strategic Objective | KPI | Total Budget | Vote No. | Annual Target | Mid Term Target | Mid Term Actual | Midterm  Activities | Mid Term  Activity Achieved | Achieved (Y/N) | Midterm Budget | Midterm Expense | Reason for Variance | Corrective Action | POE | POE Submitted (Y/N) |
| 11.4.1.1 | Customer care day for all ANDM employees held | Customer Care Day (Community Development) | E1 | Promote Public participation and Good Meaningful Governance | 1 Customer Care day held | R 300 000.00 | 1600044022 | 1 | 1 | 1 | Customer care day for all ANDM employees held | Customer care day for all ANDM employees held | Achieved | R300 000.00 | R365 865.00 | Rapid increase in the number  Of ANDM employees | Consider Employee work force) increase during budgeting | Leaflets, Attendance Registers and Orders |  |
| 11.4.1.2 | Increased number of ANDM Customer Care line Users | Customer Care Centre Marketing. | E1 | Promote Public participation and Good Meaningful Governance | Number of road shows held | R120 000.00 | 1600044270 | 4 | 2 | 4 | Roadshow for 1 LM  Procurement of educational material.  Roadshow for 1 LM | Educational material procured  Four road shows have been conducted ( 1 in each LM) | Achieved | R120 000 | R88 000 | Funds redirected to other unfunded programs within the unit | Budget allocation for all programs | Leaflets, Attendance registers  Copies of orders |  |
| 11.4.1.3 | All ANDM Service Stakeholders, LM’s and units with prioritized Batho Pele flagship programs | Batho Pele Championship Programme (Implementation) | E1 | Promote Public participation and Good Meaningful Governance | Number of municipalities supported of Bathopele initiatives | R 200 000.00 |  | 4 | 2 | 2 | 1 Batho Pele programme initiative supported  1 Batho Pele programme initiative supported | Matatiele LM supported on development Batho Pele Principle Charter  Mbizana LM supported on advertisement of customer care line and procurement customer acre pull up banners | Achieved | R 20 000.00 | R15  216.99 | Funds redirected to other unfunded programs within the unit | Budget allocation for all programs | Copies of orders |  |
|  | All ANDM Service Stakeholders, LM’s and units with prioritized Batho Pele flagship programs | Batho Pele Championship Programme (Implementation) | E1 | Promote Public participation and Good Meaningful Governance | To strengthen Customer Care Unit/s within the district |  | 1600044270 | 1 | 1 | 0 | Capacity building for customer care stakeholders | Procurement of a service providers at final stage( awaiting order) | Not Achieved | R160 000.00 | R0.00 | Tight supply chain schedules | Improve on planning | N/A |  |
| 11.4.1.4 | Effective and efficient management of all ANDM customers through ANDM reception office and Call centre | Customer Service | E1 | Promote Public participation and Good Meaningful Governance | % of customers assisted | R0.00 |  | 100% | 100% | 100% | Assist all customers with their queries  Assist all customers with their queries | Customers assisted with their queries | Not Achieved | R0.00 | R0.00 | N/A | N/A | Visitors register |  |
|  | Ensure prompt and efficient management of all presidential Hotline cases | Customer Service | E1 | Promote Public participation and Good Meaningful Governance | % of presidential hotline cases attended | R0.00 |  | 100 % | 100% | 100% | 100 % | 83% Presidential hotline cases resolved | Achieved | R0.00 | R0.00 | Resolution dependent on other service departments | Review targets | Complaints/queries register |  |
| 11.4.1.5 | Customer satisfaction surveys conducted for all LMs | Customer Satisfaction Surveys | E1 | Promote Public participation and Good Meaningful Governance | Number of customer satisfactory surveys devices procured | R 680 000.00 | 1600044270 | 3 | 3 | 3 | Facilitate Procurement Processes of Customer Satisfaction survey devices  3 pilot Customer Satisfaction survey devices installed | 3 pilot customer satisfaction survey devices installed in Umzimvubu, Ntabankulu and Matatiele | Achieved | R180 000.00 | R198 298.95 | N/A | N/A | Copies of orders |  |
|  | Customer satisfaction surveys conducted for all LMs | Customer Satisfaction Surveys | E1 | Promote Public participation and Good Meaningful Governance | Number of Customer Satisfaction Survey |  |  | 1 | 1 | 1 | Finalise Facilitation of procurement processes for the Customer Satisfaction survey research  Customer Satisfaction survey research conducted throughout the district | Drafted report for conducted district customer satisfaction surveys in place | Achieved | R 500 000.00 | R483 138.00 | N/A | N/A | Survey reports, analysis reports and orders |  |
| 11.4.1.6 | All local Community Safety Fora operational and effective | District Crime Prevention Programme | F2 | Improve community and social safety of the district | Number of active community safety forums | R 65 000.00 |  | 4 | 2 | 2 | Monitor and support Implementation of Local Community Safety plans  Monitor and support Implementation of Local Community Safety plans | Safety Awareness campaigns supported for Mbizana and Matatiele LMs | Achieved | R30 000.00 | R62 000.00 | Support material procured on quarter for the whole financial year | Review budget allocation | Minutes and attendance register, |  |
| 11.4.1.7 | Procured protective clothing | Procurement of Protective Equipment & clothing for all unit staff members |  | To reduce the potential of injuries on duties | Number of protective equipment and clothing procured | R 55 000.00 | 1600044270 | 10 | 0 | 0 | None | None | Achieved | R0.00 | N/a | None | None | None |  |

##### KPI Analysis

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| *Total Number of Target* | *Achieved* | *% Achieved* | *Not Achieved* | *Not Achieved* |
| 10 | 8 | 80% | 2 | 20% |

*Disaster Risk Management Services*

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| *SDBIP Number* | *Output* | *IDP Project* | *IDP Ref* | *Strategic Objective* | *KPI* | *Total Budget* | *Vote No.* | *Annual Target* | *Mid Term Target* | *Mid Term Actual* | *Midterm*  *Activities* | *Mid Term*  *Activity Achieved* | *Achieved (Y/N)* | *Midterm Budget* | *Midterm Expense* | *Reason for Variance* | *Corrective Action* | *POE* | *POE Submitted (Y/N)* |
| 11.4.2.1 | Reviewed and adopted Disaster Management policy and framework | Review of Disaster Management Plans and policy framework for the whole ANDM area of jurisdiction- Local Municipalities | A2 | Optimize systems, administration and operating procedures | Number of Disaster management plan and policy framework reviewed | R 0.00 | 16000-44030 | 4 | 4 | 4 | Consultation of local municipalities  Crafting of implementation plans for ANDM Family of municipalities disaster management plans | Consulted all Local Municipalities /Disaster Management  Unit for the finalisation of plans  Implementation plans finished | Achieved | R0.00 | R0.00 | None | None | copy of implementation plans |  |
| 11.4.2.2 | Improvement in support and relief | Disaster Management response, recovery and rehabilitation | B1 | Increase access to municipal services | Number of disaster affected households receiving support and relief | R2050 000 | 160000-44273 | 100% | 100% | 100% | Number of assisted affected members  Number of assisted affected members | 1060 houses house hold were assisted  With relief material | Achieved | R512 500.00 | R408 550.00 | None | None | List of assisted house holds |  |
| 11.4.2.3 | Completed Disaster Management Plan | Disaster Management Plan | B1 | Increase access to municipal services | Number of completed Disaster Management Plan | R 400 000.00 | 16000-44030 | 1 | 1 | 1 | Submission of specification to SCM  Appointment of Service Provider for Review of ANDM Disaster Risk Management Plan | The plan has been reviewed and ready for adoption by council | Achieved | R0. 00 | R388 000.00 | The project was supposed to be finished in Q3 but instead completed in Q2 .hence there is expenditure incurred | There will be no expenditure in the next quarter | Attendance register of consultation, Council Resolution extract of adoption of plan |  |
| 11.4.2.4 | Awareness campaigns conducted in vulnerable communities on mitigation of disasters | Disaster Management Public Education & Community Awareness Programme | E1 | Promote Public participation and Good Meaningful Governance | Number of Disaster Management awareness campaigns conducted | R 200 000.00 | 16000-44030 | 40 | 20 | 7 | Procurement of promotional material  Well capacitated communities on prevention and minimisation of disaster impacts  (15 campaigns | Promotional material has been procured And 25 awareness campaigns conducted | Achieved | R200 000.00 | R101 700 .00 | None | None | Attendance register and photos |  |
| 11.4.2.5 | people capacitated on disaster management KPAs | Disaster Management Capacity Building | F2 | Improve Disaster Management and Prevention | Number of people capacitated on disaster management KPAs | R 200 000.00 | 16000-44030 | 60 | 60 | 0 | Number of stake holders capacitated (15)  Number of stake holders capacitated (15) | Supply chain process is still in place for the training of stakeholders | Achieved | R70 000.00 | R0.00 | Training will be done once inclusive of newly elected Councillors and ward committees | Training will be conducted in the next quarter | Copy of terms of reference |  |
| 11.4.2.6 | To decentralise disaster management centres closer to the people. | Satellite centre establishment in Bizana | B1 | Increase access to municipal services | 70% satellite disaster centre constructed. | R 20 000 000.00 | 506000-161 | 1 | 70% | 0% | Monitor construction in line with departmental needs  Monitor construction in line with departmental needs | Supply chain processes has been completed | Not Achieved | R1 000 000.00 | R0.00 | There was delayed supply chain process/appointment of service provider | Construction will resume in the next quarter | Copy of appointment letter |  |
| 11.4.2.7 | Efficient Volunteer programme | Disaster Management Volunteer Programme | B1 | Increase access to municipal services | Number of volunteers on the programme | R850 000.00 | 160000-44273 | 26 | 26 | 26 | Submission of requisition form for the recruitment of volunteers  Recruitment process including appointment | **Council has decided to extend the current contract up to December 2016** | Not Achieved | R212 500.00 | R 198 000.00 | There was no appointment of new volunteers as council resolved to extend the current contract | Recruitment will commence in January 2017 | Appointment letters and monthly plans of volunteers |  |

##### KPI Analysis

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Total Number of Target | Achieved | % Achieved | Not Achieved | Not Achieved |
| 7 | 5 | 71% | 2 | 29% |

*Fire and Rescue Services*

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| ***SDBIP Number*** | ***Output*** | ***IDP Project*** | ***IDP Ref*** | ***Strategic Objective*** | ***KPI*** | ***Total Budget*** | ***Vote No.*** | ***Annual Target*** | ***Mid Term Target*** | ***Mid Term Actual*** | ***Midterm***  ***Activities*** | ***Mid Term***  ***Activity Achieved*** | ***Achieved (Y/N)*** | ***Midterm Budget*** | ***Midterm Expense*** | ***Reason for Variance*** | ***Corrective Action*** | ***POE*** | ***POE Submitted (Y/N)*** |
| 11.4.3.1 | Maintenance of 37 fire and rescue personal on the EPWP register for all ANDM stations. | Facilitate the recruitment and support to key Fire & Rescue Service objective | A2 | Optimise systems, administration and operating procedures | Number of fire and rescue reserve personnel maintained. | R350 400.00 | 1600044037 | 37 | 37 | 35 | Develop work program per station  Conduct 3 in-house training sessions per station  Payment of 37 fire and rescue reserve personnel  Develop work program per station  Outsource 1 training sessions for fire and rescue service reserves  Payment of 37 fire and rescue reserve personnel | Work program developed  In-house training conducted  Training scheduled for quarter 3  35 Fire and Rescue EPW personnel paid their monthly stipend | Not archived | R120 000.00 | R0.0 | Training could not be conducted because the work contracts of the targeted group expires at the end of December 2016 | Training will be conducted to the group that will be recruited early next year. | Work programs  Training attendance registers  Sample copies of expired contracts. |  |
| 11.4.3.2 | Availability of equipment | Procurement of Fire and Rescue Services equipment | A3 | Increase performance and efficiency levels | % of required equipment procured | R 300 000.00 | 50600181 | 100% | 50% | 50% | Facilitate procurement of fire and rescue equipment  Facilitate procurement of fire and rescue equipment | Procurement documents produced, submitted to the HOD for authorisation, presented to the Bid Spec. Committee, project due for advertisement | achieved | R0.00 | R0.00 | None | None | Copy of procurement terms of reference.  Minutes of the Bid Spec. Committee. |  |
| 11.4.3.2.3 | Availability of fire engines | Refurbishment of fire engine FCC 829 EC | A3 | Increase performance and efficiency levels | Number of fire engines refurbished | R 350 000.00 | 50600181 | 1 | 0 | 0 | Development of procurement documents  Handing over of fire engine to the appointed service provider for refurbishment | Procurement documents produced, submitted to the HOD for authorisation, presented to the Bid Spec. Committee, project due for advertisement | achieved | R0.00 |  | None | None | Copy of procurement terms of reference.  Minutes of the Bid Spec. Committee. |  |
| 11.4.3.4 | Functioning upgraded control centre | Fire and Rescue Services Communication Control Centre upgrade | B2 | Improve the quality of fire ground communications | Number of Control Centres upgraded | R 275 600.00 | 1600044037 | 1 | 1 | 1 | Facilitate payment of emergency communication system contract  Production of quarterly reports from the system  Development of tender document for procurement of twelve (12) portable radios Delivery of two-way radios  Training of personnel on how to utilize portable radios | communication system contract paid monthly  quarterly reports produced quarterly  procurement documents crafted | achieved | R 275 600.00 | R 275 600.00 | none | none | Copies of invoices  Quarterly reports |  |
| 11.4.3.4 | Functioning upgraded control centre | Fire and Rescue Services Communication Control Centre upgrade | B2 | Improve the quality of fire ground communications | Number of Control Centres upgraded | R 275 600.00 | 1600044037 | 1 | 1 | 1 | Facilitate payment of emergency communication system contract  Production of quarterly reports from the system  Development of tender document for procurement of twelve (12) portable radios Delivery of two-way radios  Training of personnel on how to utilize portable radios | communication system contract paid monthly  quarterly reports produced quarterly  procurement documents crafted | achieved | R 275 600.00 | R 275 600.00 | none | none | Copies of invoices  Quarterly reports |  |
| 11.4.3.5 | Fire Safety bylaw reviewed | Fire and Rescue Services Policies and By- Law Enforcement | E2 | Strengthen Governance and reduce risk | Number of Fire Safety By-Laws  Reviewed | R250 000.00 | 1600044037 | 1 | 1 | 0 | Crafting of terms of reference and advertising for appointment of service provider  Appointment of service provider  Consultation workshops | R 250 000.00 | Not Achieved | R250 000.00 |  | Presentation of the draft reviewed fire safety bylaw  Adoption by council | Gazetting of the Fire Safety Bylaw | Order number  Attendance register for workshops  Resolution extract  Copy of gazetted bylaw |  |
| 11.4.3.6 | 200 occupancies inspected | Enforcement of fire safety standards | E2 | Strengthen Governance and reduce risk | Number of occupancies inspected in each Urban area, government establishments and businesses at rural areas | R0.00 | - | 200 | 100 | 100 | 50 occupancies inspected and compilation of inspection reports produced  Compliance certificates produced  50 occupancies inspected and compilation of inspection reports produced  Compliance certificates produced | 100 occupancies inspected | Achieved | R0.00 | R0.00 | none | None | Inspection register  Copies of compliance certificates |  |
| 11.4.3.7 | fire safety by-law enforced and fire safety standards adhered to | Fire safety by-law enforcement | E2 | Strengthen Governance and reduce risk | number of notices issued to transgressors by peace officers | R100 000.00 | 16000 440 037 | 8 | 4 | 0 | crafting terms of reference for the procurement of law by-law enforcement documents  Appointment of service provider to supply by-law enforcement documents | none | Not Achieved | R0.00 | R0.00 | delayed procurement processes | procurement must be in line with procurement plan | None |  |
| 11.4.3.8 | Building Community Resilience against Man Made Disasters | Strengthening of community resilience through Public Information, Public Education; Public Relations (P.I.E.R) programs | F3 | Improve community health and safety | Number of Fire & life safety awareness campaign conducted | R 325 000.00 | 1600044037 | 70 | 25 | 25 | - Facilitate the training of Public Educators  Procurement of promotional material  10 Fire & life safety education sessions conducted in public gatherings  15 Fire & life safety education sessions conducted in schools | Procurement documentation crafted and submitted to SCM  10 Fire and Life Safety sessions conducted in public gatherings  15 Fire & Life safety sessions conducted in schools | Not Achieved | R325 000.00 | R0.00 | Production of orders put on hold due to poor cash flow of the institution | Project adverts and production of orders will be implemented as soon as next trench is paid to the institution coffers | Procurement terms of reference  Fire and Life Safety awareness attendance registers |  |
| 11.4.3.9 | Community Emergency Response Teams monitored and capacitated | Monitoring, capacitation and development of Community Emergency Response Teams (C.E.R.T) | F3 | Improve community health and safety | Number of Community response Teams developed and monitored | R430 000.00 | 16000-44037 | 100% | 50% | 35% | Visiting teams, record their fire season preparation and reports  Organize further training for well performed teams  Capacitate the poorly performed teams  Identify hot-spots as per previous fire season  Local stakeholder engagement | Teams visited and reports compiled  Poorly performed teams identified  Hot spots as per the previous fire season identified | Achieved | R0.00 | R0.00 | None | Local stakeholder engagement and training will be finalised in quarter 3 & 4 | C.E.R.T fire season reports |  |
| 11.4.3.10 | Fire(Children) victims rehabilitated | Kids safety against fires | F3 | Improve community health and safety | Number of fire victims –data base compiled and victims rehabilitated | R500 000.00 | 1600044037 | 100% | 75% | 5% | Compilation data base for kids fire victims (targeting the last three years)  Profiling, post trauma cancelling,  Drafting of intervention program  Procurement of gifts for fire/kids victims  Procurement of educational mterial | Request for assistance in compilation of data base extended to the LM’s | Not Achieved | R400 000.00 | R0.00 | Delayed submission of fire victim lists by the LM’s | Profiling, post trauma cancelling, drafting of intervention program, procurement of gifts for fire/kids victims will be finalised in quarte3 &4 | None |  |
| 11.4.3.11 | Strengthened internal capacity | Fire and Rescue Internal Capacity building | F3 | Improve community health and safety | Number of capacitated employees | R 315 000.00 | 1600044037 | 56 | 56 | 0 | Conduct need analysis and  submission of staff needs and name lists to the HOD and HRD  Facilitate the conduction of two (2) external and internal workshops | Training needs analysis conducted and submitted to the HOD and HRD | Not Achieved | R105 000.00 | R0.00 | The contracts of the group targeted for training expire end December. | Training rescheduled for quarter 3 and quarter 4 | Training needs analysis forms |  |

##### KPI Analysis

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Total Number of Target | Achieved | % Achieved | Not Achieved | Not Achieved |
| 12 | 6 | 50% | 6 | 50% |

*Municipal Health Services*

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| SDBIP Number | Output | IDP Project | IDP Ref | Strategic Objective | KPI | Total Budget | Vote No. | Annual Target | Mid Term Target | Mid Term Actual | Midterm  Activities | Mid Term  Activity Achieved | Achieved (Y/N) | Midterm Budget | Midterm Expense | Reason for Variance | Corrective Action | POE | POE Submitted (Y/N) |
| 11.4.4.1 | MHS employees registered with professional body. | Facilitation of MHS Employee registration. | A1 | Improve organization, capacity, knowledge and transformation | Number of employees registered. | R30,000.00 | 16000 44406 | 22 | 0 | 0 | Registration of newly appointed EHPs to HPCSA (10) | 5 newly appointed EHPs are registered and renewal is due by end March 2017 | Achieved | R0.00 | 0.00 | No variance | None | Practice cards |  |
| 11.4.4.2 | EHPs capacitated in scrutinising building plans | Surveillance of premises | A1 | Improve organization, capacity, knowledge and transformation | Number of EHPs capacitated in building plans scrutinization | R0.00 |  | 21 | 21 | 45 | Capacitation of 21 EHPs in building plans scrutinization | 45 EHPs including EHPs in the internship program capacitated on how to scrutinise building plans from the EH context | Achieved | R0.00 | R0.00 | none | n/a | Reports |  |
| 11.4.4.3 | 100% Building plans received and scrutinized | Surveillance of premises | A1 | Improve organization, capacity, knowledge and transformation | % of building plans scrutinized | R0.00 |  | 100% | 100% | 100% | 100% of building plans received scrutinized  100% of building plans received scrutinized | 22 building plans received and all scrutinised | Achieved | R0.00 | 0.00 | None | None | Building Plan Register |  |
| 11.4.4.4 | Sampling equipment for 5 offices procured | Procurement of sampling equipment | A2 | Optimise systems, administration and operating procedures | Number of Offices provided with sampling equipment and associated re-agents | R 450,000.00 | 1600044052 | 5 | 5 | 0 | Procurement of Air Quality Monitoring Equipment  5 offices provided with sampling equipment that is properly serviced and associated re-agents | Procurement process still in progress | Not Achieved | R450,000.00 | 0.00 | Procurement processes did not go as planned | Procurement to be finalised in Q3 | Memo |  |
| 11.4.4.5 | All satellite offices with office furniture  and equipment | Procurement of office furniture and equipment | A2 | Optimise systems, administration and operating procedures | % of required office furniture & equipment procured | 0.00 | - | 20 | 5 | 0 | Facilitate provision of 10 laptops for new EHPs & replacement of 10 laptops by IT  Provision of laptops for EHPs by IT | 5 laptops could not be procured as there was no budget as per ICT Dept | Not Achieved | R0.00 | R0.00 | ICT Dept fell short of funds | ICT Dept awaiting for the Budget Adjustment | Memo |  |
| 11.4.4.6 | Availability of protective equipment and clothing | Procurement of protective equipment and clothing | A2 | Optimise systems, administration and operating procedures | % of protective equipment and clothing procured 1 | R300,000.00 | 1600044065 | 100% | 0% | 0% | 100% of protective equipment and clothing procured and delivered | 45 protective clothing light jackets with the ANDM brand in the procurement process | Not Achieved | R300,000.00 | R30,000.00 | Order was issued to a supplier that could not perform the duty, so had to start from scratch | Better part to be completed in Q3 | Delivery note |  |
| 11.4.4.7 | 960 water samples taken and analysed.  900 food samples taken and analysed | Water and food samples analysis. | F2 | Improve community and environmental health and safety | Number of water samples taken  Number of food samples taken and analysed | R200,000.00 | 1600044052 | 960 | 480 | 467 | 480 samples taken & analyzed    450 food samples taken & analysed | 480 samples taken & analysed  450 food samples taken & analysed | Achieved | R100,000.00 | R120,320.55 | Over-performance is due to health facilities being sampled monthly | This is a compliance issue taken from the National Core Standards | Lab results |  |
| 11.4.4.8 | 60  food and water safety Awareness conducted in food handlers. | Awareness campaigns on quality of water and food safety. | F2 | Improve community and environmental health and safety | Number of food safety awareness campaigns conducted | 200 50000.00 | 1600-44273  1600044065 | 60 | 30 | 34 | 15  food safety awarenesses conducted in food handlers | 64 food safety awareness’s conducted | Achieved | R100 000.00  R100 000.00 | R69, 050.00 | These were added on by the EHP Interns as well | Overachievement will not affect targets for the year. | Reports  Attendance registers |  |
|  | 40 chemical safety awareness conducted | Awareness campaigns on quality of water and food safety. | F2 | Improve community and environmental health and safety | Number of chemical safety awareness programmes conducted | R0.00 |  | 40 | 20 | 20 | 10 chemical safety awarenesses conducted  1 awareness per EHP per quarter  10 awarenesses conducted  1 awareness per EHP per quarter | 38 chemical safety awarenesses | Achieved | R0.00 | R0.00 | This was as a result of follow-up investigations conducted | Overachievement will not affect targets for the year. | -Reports  -Attendance registers |  |
|  | 120 awarenesses on communicable diseases  Indoor & Ambient air quality awareness | Awareness campaigns on quality of water and food safety. | F2 | Improve community and environmental health and safety | Number of awarenesses conducted on prevention and control of communicable diseases  Number of air quality awareness’s conducted | R0.00 | R0.00 | 120 | 60 | 67 | 30 awarenesses on communicable diseases (including exhumations) conducted  14 cemetery inspections conducted | 50 awareness conducted  14 cemetery inspections conducted | Achieved | R0.00 | R0.00 | None | None | Reports, Attendance registers  Reports |  |
| 11.4.4.10 | 900  food handling and preparing premises to be evaluated  100% Monitoring of caterers for events | Awareness campaigns on quality of water and food safety. | F2 | Improve community and environmental health and safety | Number of Health surveillance of food handling and preparing premises conducted  % of caterers monitored for events | R0.00 | - | -900  900 | 450 | 460 | 225 evaluations of food handling and preparing premise(Inclusive of butchery and restaurants  100% Monitoring of caterers for events | 454 evaluations conducted  129 caterers monitored | Achieved | R0.00 | R0.00 | None | n/a | Reports |  |
| 11.4.4.11 | 360 health care waste generators evaluated | Evaluation of businesses (rural and urban & Government institutions) including butcheries; milking sheds/parlour and milling establishments | F2 | Improve community and environmental health and safety | Number of health care waste generators evaluated. | R0.00 |  | 360 | 180 | 250 | 90 health care waste generators  evaluated | 232 health care waste generators  evaluated | Achieved | R0.00 | R0.00 | None | Na | Report |  |
|  | 100%  reported notifiable medical conditions are investigated | Strengthening of Municipal Health Services | F2 | Improve community and environmental health and safety | % of notifiable medical conditions reported and investigated | R0.00 |  | 100% | 100% | 100% | 100%  reported notifiable medical conditions are investigated | 100% (47) NMCs investigated |  | R0.00 | R0.00 | None | None | -Notifications received  -Notifications register  -Reports |  |
| 11.4.4.13 | 540 food and non-food businesses (F. Parlour, Hardware etc. and Govt institutions inspected | Evaluation of businesses (rural and urban & Government institutions) including butcheries; milking sheds/parlour and milling establishments | F2 | Improve community and environmental health and safety | Number of food and non-food businesses and Govt. institutions inspected  (inclusive of vacant land, industrial premises, dry cleaning establishments, public gathering places, beauty salons, keeping of animals, swimming pools and spa baths) | R 100 000.00 | 1600044065 | 540 |  |  | 270  Number of non-food businesses and Govt institutions inspected | 280 NON-FOOD PREMISES EVALUATED | Achieved | R 50,000.00 |  | Positive variance - Over performance is due to the demand from Social Development as per their ECDs assessment calendar. | We also need to procure Notice Books, Health Certificates, CoCs, CoAs | Inspection reports, CoAs  MHS by-laws |  |
| 11.4.4.14 | Attend and honour the National WEHD  Enter MHS Projects into Alfred Nzo Awards competitions for National WEHD | Evaluation of businesses (rural and urban & Government institutions) including butcheries; milking sheds/parlour and milling establishments | F2 | Improve community and environmental health and safety | Number of the World Environmental Health Day Commemorated | R400,000.00 | 160004465 | 2 |  |  | Prepare and adjudicate projects to enter in the EC Alfred Nzo Award and escalate to National Alfred Nzo Environmental Health Awards.  Attend build-up event for the EC Province preparing for the National event.  Attend National WEHD in Mpumalanga Province | Prepared, adjudicated & submitted 1 ANEHEA Project on hazardous substances prevention  Commemorated District WEHD event at Nophoyi, Mt Frere  Attended National WEHD inMpumalanga Province (Ehlanzeni DM)  Attended Alfred Nzo Environmental Health Excellence Awards and came 1st runner up in Community Project  The HPCSA EHP Stakeholder Engagement was held in Port Alfred, This was conducted for the EHPs in the Eastern Cape. Out of the efforts of the employers (Metropolitan and District Municipalities, ECDoH, DRDAR) the attendance was supposed to be 100 but it ended up being more than 250 | Achieved | R400 000.00 | R304,903.00 | None | None | Abstracts, Reports, Project presentations, Newsflash, ANEHE Award Certificate |  |

##### KPI Analysis

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Total Number of Target | Achieved | % Achieved | Not Achieved | % Not Achieved |
| 15 | 12 | 80% | 3 | 20% |

*Sport; Arts, Culture, Heritage & Libraries*

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| SDBIP Number | Output | IDP Project | IDP Ref | Strategic Objective | KPI | Total Budget | Vote No. | Annual Target | Mid Term Target | Mid Term Actual | Midterm  Activities | Mid Term  Activity Achieved | Achieved (Y/N) | Midterm Budget | Midterm Expense | Reason for Variance | Corrective Action | POE | POE Submitted (Y/N) |
| 11.4.5.1 | Nonqulwana fencing and monument | Development of Heritage and Museum programmes | E1 | Promote Public participation and Good Meaningful Governance | Number of Nonqulwana fencing and monument | R250 000.00 | 1600044287 | 1 | 1 | 1 | Facilitating procurement and appointment of service provider.  Nonqulwana fencing and monument | Service provider for erection of monument has been appointed.  Appointment for fencing service provider is due | Not Achieved | R250 000.00 | R0.00 | Delayed supply chain processes | The project will be implemented in the third quarter | Project report |  |
|  | Alfred Nzo legacy programme | Development of Heritage and Museum programmes | E1 | Promote Public participation and Good Meaningful Governance | Number of legacy programmes conducted | R300 000.00 | 1600044287 | 1 | 0 | 0 | None | None | n/a | R0.00 | R0.00 | None | None | None |  |
|  | O.R Tambo legacy programmes | Development of Heritage and Museum programmes | E1 | Promote Public participation and Good Meaningful Governance | Number of O.R Tamo legacy programmes  Conducted | R450 000.00 | 1600044287 | 1 | 1 | 1 | Schools debate  Melting Pot  Wrath laying  Memorial lecture | School debate conducted, melting pot choral festival conducted, wreath laying event attended, memorial lecture conducted | Achieved | R250 000.00 | R750 000.00 | Over expenditure was caused by unveiling of OR Tambo statue | Funds were transferred from cultural activity program which will be implemented next financial year | Project report |  |
| 11.4.5.2 | Awareness campaigns on initiation  Recognize and Acknowledge District Cultural Diversities | Arts & Arts & Culture Programmes Culture Programmes  Arts & Culture Programmes | E1 | Promote Public participation and Good Meaningful Governance | Number of Cultural Activities | R165 000.00  R 1 000 000.00 | 160044402 | 1 | 1 | 1 | Commemoration of District Traditional Leaders Events  Conducted Initiation Campaigns throughout the district  Monitoring of Initiation Schools within the District | Traditional leaders events supported,  Initiation campaigns conducted,  Monitoring of initiation schools in progress | Achieved | R 165 000.00 | R170 000.00 | None | None | Project report and visual aid |  |
|  |  | Arts & Arts & Culture Programmes Culture Programmes  Arts & Culture Programmes | E1 | Promote Public participation and Good Meaningful Governance |  | R725000.00 | 160044402 | 1 | 1 | 0 | Annual Cultural Festival.  Cultural Day  Annual Alfred Nzo Isicathamiya Festival  Annual Alfred Nzo Gospel Festival | this has been cancelled to fund OR Tambo Statue | Not achieved | R650 000.00 | R0.00 | The budget for these programmes deferred to unveiling of O.R. Tambo statue | The project will be implemented in the next fiscal year | None |  |
|  | District local writers and performers recognized | Arts & Arts & Culture Programmes Culture Programmes  Arts & Culture Programmes | E1 | Promote Public participation and Good Meaningful Governance | Number of authors and performer to be supported | R 35 000.00 | 160044402 | 1 | 0 | 0 | Show casing Alfred Nzo Arts and Culture products in Grahanstown National Festival | Showcasing in Grahamstown National Art festival done | Achieved | R35 000.00 | R34 900.00 | None | None | Project report |  |
| 11.4.5.3 | Sport development initiative | Sport and recreation Development programmes | E1 | Promote Public participation and Good Meaningful Governance | Number of sport development indaba | R 45 000.00 | 160044289 | 1 | 1 | 0 | Sport Indaba for sport development | Not done | Not Achieved | R 45 000.00 | R0.00 | Consultation processes delayed | To be done in the third quarter | Report  Attendance register |  |
|  | Woman in sport | Sport and recreation Development programmes | E1 | Promote Public participation and Good Meaningful Governance | Number of National Championships | R25 000.00 | 160044289 | 1 | 1 | 0 | None | Not done | Not Achieved | R0.00 | R0.00 | The participation for provinces only not districts and metros | To erase programme for operational plan | None |  |
|  | Horse Racing held | Sport and recreation Development programmes | E1 | Promote Public participation and Good Meaningful Governance | Number of horse racing events to be conducted | R80.000.00 | 160044289 | 1 | 1 | 0 | Local horse racing | Not done | Not Achieved | R40 000.00 | R0.00 | Consultation process delayed resulted to project delay | The project will be implemented in the next financial year | None |  |
|  | SAIMSA Games held | Sport and recreation Development programmes | E1 | Promote Public participation and Good Meaningful Governance | Number of SAIMSA games | R200.000.00 | 160044289 | 1 | 1 | 1 | SAIMSA International municipal games | SAIMISA Games held | Achieved | R200.000.00 | R 199 000.00 | None | None | Project report & visual aid |  |
|  | SALGA Games held | Sport and recreation Development programmes | E1 | Promote Public participation and Good Meaningful Governance | Number of SALGA games | R400.000.00 | 160044289 | 1 | 1 | 1 | SALGA games to be attended | SALGA gaimes held | Achieved | R400 000.00 | R389 000.00 | None | None | Project report & visual aid |  |
|  | Sport development | Sport and recreation Development programmes | E1 | Promote Public participation and Good Meaningful Governance | Number of sport codes | R150.000.00 | 160044289 | 1 | 1 | 1 | sport codes to be supported  sport codes to be supported | Sport codes assisted | Achieved | R75 000.00 | R45 000.00 | None | None | Project report |  |

##### KPI Analysis

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Total Number of Target | Achieved | % Achieved | Not Achieved | % Not Achieved |
| 11 | 7 | 64% | 4 | 36% |

*Thusong Centres*

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| SDBIP Number | Output | IDP Project | IDP Ref | Strategic Objective | KPI | Total Budget | Vote No. | Annual Target | Mid Term Target | Mid Term Actual | Midterm  Activities | Mid Term  Activity Achieved | Achieved (Y/N) | Midterm Budget | Midterm Expense | Reason for Variance | Corrective Action | POE | POE Submitted (Y/N) |
| 11.4.6.1 | Establishment of an effective and efficient Centre management structures | Institutional Development of Thosong Centers | A1 | Improve organisation, capacity, knowledge and Transformation | Number of Centre management Committees established | R10 000.00 | 1600044103 | 1 | 0 | 0 | None | None | N/A | R10 000 | R0 | None | None | List of Committee members  Attendance registers |  |
|  | Training on key roles and responsibilities of the Center Management Committee | Institutional Development of Thosong Centers | A1 | Improve organisation, capacity, knowledge and Transformation | Number of Center Management Committee trainings conducted | R70 000.00 | 1600044103 | 1 | 0 | 0 | None | None | N/A | R70 000 | R0 | None | None | Training report |  |
| 11.4.6.2 | Monitoring of Thusong Center construction (Nkantolo) | Monitoring of construction of Nkantolo Thusong Service Centers | A2 | Optimise systems, administration and operating procedures | Number of Monthly site meetings attended | External Funding | None | 4 | 2 | 2 | Monthly site meeting in Nkantolo  Monthly site meetings in Nkantolo | 2 Monthly Site meetings attended in Nkantolo | Achieved | R0.00 | R0 | None | None | Report on milestones and visual aids |  |
| 11.4.6.3 | Coordinate with relevant stakeholders services on wheels | Strengthen of Community access to governmental and non-governmental services | E1 | Promote Public participation and Good Meaningful Governance | Number Services on wheels brought to people who have no access | R120 000.00 | 1600044103 | 4 | 2 | 2 | Facilitate services on wheels to 1 Thusong centre  Facilitate services on wheels to 1 Thusong centre | 2 Services on wheels conducted | Achieved | R60 000 | R20 500 | None | None | Visual Aids  Report |  |
| 11.4.6.4 | Coordinate with relevant stakeholders information sharing sessions | Strengthen of Community access to governmental and non-governmental services | E1 | Promote Public participation and Good Meaningful Governance | Number of information sharing sessions brought to people who have no access | R200 000.00 | 1600044103 | 4 | 2 | 2 | Facilitate information sharing sessions  Facilitate information sharing sessions | 3 Information sharing sessions held | Achieved | R100 000 | R37 000 | Funds set aside for purchase of support material for future information sharing sessions | Support material already on tender | Visual Aids  Report |  |
| 11.4.6.5 | A service delivery community guide for Nophoyi Thusong | Conducting of a Community service delivery profile for Nophoyi in order to plan and respond to their needs | A2 | Optimise systems, administration and operating procedures | Number of Profiles conducted and developed | R150 000 | 1600044103 | 1 | 1 | 1 | Facilitate procurement processes | Terms of reference in place | Achieved | R150 000 | R0 | None | None | Attendance registers  Report |  |
| 11.4.6.6 | Signed letters of commitment for bringing services and information to Thusong Service centers. | Improvement of government access to information and services by governmental and non-governmental by communities | F5 | Strengthen Intergovernmental Relations | Number of Signed letters of commitment | R0.00 | 1600044103 | 2 | 2 | 0 | Consultative engagement with relevant service institutions  Consultative engagement with relevant service institutions | None | Not Achieved | R0.00 | R0 | The process of securing signed letters of commitments for bringing services to Thusongs was escalated to the Political Leadership due to poor cooperation from relevant stakeholders | Follow up on outcomes of Political Leadership intervention | Signed letters of commitments |  |
| 11.4.6.7 | Purchase and installation of burglar guards in Nophoyi | Upgrade of Nophoyi Thusong center | B2 | Improve the quality of Municipal Infrastructure Services | Installation of burglar guards in Nophoyi | R80 000.00 | 5060911 | 1 | 1 | 0 | Facilitate procurement of burglar guards  Procurement of burglar gaurds | None | Not Achieved | R80 000 | R0 | The delivery of the mobile office to be fitted with burglar guards was late by the service provider | Procurement processes at a final stage | Order |  |
| 11.4.6.8 | Purchase and installation of burglar guards in Thabachicha | Upgrade of Thabachicha Thusong Center | B2 | Improve the quality of Municipal infrastructure services | Installation of burglar guards in Thabachicha | R80 000.00 | 5060911 | 1 | 1 | 1 | Facilitate procurement of burglar guards in Thabachicha  Procurement of burglar gaurds | Burglar guards purchased | Achieved | R80 000 | R65 000 | None | None | Purchase order |  |
| 11.4.6.9 | Purchase / construction of guard room in Nophoyi | Upgrade of Nophoyi Thusong Center | B2 | Improve the quality of Municipal Infrastructure Services | Construction / purchase of guard room | R90 000.00 | 5060911 | 1 | 1 | 0 | Facilitate procurement of guard room in Nophoyi  Procurement of guard room | Terms of reference in place | Not Achieved | R90 000 | R0 | Development of technical drawing was late as it depended on another department to finalise (Technical assistance) | Specification finalised and procurement process has begun | Order |  |
| 11.4.6.10 | Handing over of Thabachicha Thusong Center | Strengthen of Community access to governmental and non-governmental services | E1 | Promote Public participation and Good Meaningful Governance | Handing over of Thabachicha Thusong Center | R300 000.00 | 5060911 | 1 | 1 | 1 | Handing over of Thabachicha Thusong Service Center | Thabachicha Thusong Center handed over | Achieved | R300 000.00 | R190 000 | The handing over ceremony was conducted in collaboration with the DHS and Matatiele LM and costs were shared | Savings to be used in other projects | Report  Visual Aids |  |

##### KPI Analysis

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Total Number of Target | Achieved | % Achieved | Not Achieved | % Not Achieved |
| 9 | 6 | 67% | 3 | 33% |

# Planning & Economic Development

*Departmental Overview*

The Planning and Economic Development Department is charged with the following key programmes:

* *Development Planning (IDP and PMS)*
* *Spatial Planning and Geographic Information Systems (GIS)*
* *Local Economic Development (LED)*

*Development Planning*

The Development Planning office is charged with the following duties:

* *Municipal Integrated Development Planning*
* *Organizational performance monitoring*
* *IDP local municipal support*
* *Annual reporting*

*Spatial Planning and GIS*

The Spatial Planning and GIS Unit is responsible for:

* *District Spatial Development framework*
* *Assisting Local Municipalities in advising on statutory applications*
* *Land claims*
* *Urban development planning*
* *Municipal Infrastructure spatial data capturing*
* *Supporting LMs with GIS Shares services*
* *Managing project related information ie Environmental, LED & Disaster management*
* *Disseminating GIS information to end users*

*Local Economic Development*

The LED Unit is responsible for the promotion of local economic development through the following programmes:

* *SMME Support*
* *Agriculture Development*
* *Tourism Development*
* *Resource Mobilisation for Information dissemination*

*Performance Overview*

*Achieved Targets vs Not Achieved by Unit*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Unit | Total | No.  Achieved | No  Not Achieved | % Achieved | %  Not Achieved |
| LED | 17 | 10 | 7 | 71% | 29% |
| SPLUMA | 4 | 2 | 2 | 50% | 50% |
| GIS | 10 | 10 | 0 | 100% | 0% |
| IDP & OPMS | 6 | 3 | 3 | 50% | 50% |
| Total | 37 | 25 | 12 | 68% | 32% |

*Projected Expenditure vs Actual by Unit*

|  |  |  |  |
| --- | --- | --- | --- |
| Unit | Projected | Actual | Variance |
| Disaster and Risk management. |  |  |  |
| Fire and rescue Services Management. |  |  |  |
| Municipal Health Services Management. |  |  |  |
| Institutional and Social Development and Customer Care Services Management. |  |  |  |
| Thusong Services Management. |  |  |  |
| Sports, Arts, Culture, Recreation, Heritage and Museum. |  |  |  |
| Total |  |  |  |

*Achievements*

* *Improvement in report writing on PMS issues*
* *Consistence of sitting of planners forum*
* *Full cooperation of provincial stakeholders in Spatial Planning issues*

*Challenges*

* *Shortage of funding to implement projects/programmes such as Ntenetyana and the Contractor Development Programme*
* *Planned partnerships with stakeholders for the implementation of programmes not effected due to capacity constraints and stakeholder procurement processes. This resulted in the Municipality putting the partnerships on hold*
* *Capacity constraints to carry out the IDP and OPMS functions*
* *Non-cooperation of LMs on submitting proposals for funding (Capacity Support to LMs)*
* *Lack of implementation of Planners forum resolutions by LMs*
* *Slow progress on the implementation of SPLUMA*
* *Late submissions of PMS reports delays consolidation of the final reports*

## Planning & Economic Development SDBIP Report

*Economic Planning*

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| ***SDBIP Number*** | ***Output*** | ***IDP Project*** | ***IDP Ref*** | ***Strategic Objective*** | ***KPI*** | ***Total Budget*** | ***Vote No.*** | ***Annual Target*** | ***Mid Term Target*** | ***Mid Term Actual*** | ***Midterm***  ***Activities*** | ***Mid Term***  ***Activity Achieved*** | ***Achieved (Y/N)*** | ***Midterm Budget*** | ***Midterm Expense*** | ***Reason for Variance*** | ***Corrective Action*** | ***POE*** | ***POE Submitted (Y/N)*** |
| 11.5.1.1 | Ntenetyana Dam Development underway | Implementation of Investment Attraction Strategy: Ntenetyana Dam Development | C1 | Strengthen internal & external LED capacity | % of Ntenetyana Dam Development implemented | ***R 72 000. 000. 00*** | ***13000*** | ***96 %*** | ***30%*** | ***0*** | Draft terms of reference for appointment of service provider and submit to specification  Undertake Procurement and appointment of consultants  Undertake project planning and review of project concept | Terms of reference not drafted  Procurement and appointment of consultants not undertaken.  EIA Application has been finalised, where the District needs to undertake floodline determination before the EIA is approved. EIA application must therefore be resubmitted and approved before the development can commence. | N | R1 000 000.00 | R0.00 | Funding for the implementation of the project has not yet been secured through the Municipal Loan – therefore terms of reference could not be submitted to Specification  The procurement of service provider for construction was not undertaken due to the negative outcomes of the flood line identified on the EIA.  Funding has not yet been secured, therefore there has been no expenditure | Determine when funding will be made available and amend targets accordingly  To consult the project principal agent and other sources in terms of solving the issue of flood line identified | EIA Report  Draft TOR |  |
| 11.5.1.2 | 4 quarterly LED fora meetings held:  4 DST, LED Forum Tourism Forum Meetings | Institutional Arrangements and Partnerships | C1 | Strengthen internal & external LED capacity | Number of LED meetings coordinated | ***R0.00*** | ***13000*** | ***12*** | ***6*** | ***5*** | Hold DST, Tourism Forum, LED Fora and DAPPOT Meeting  Hold DST, Tourism Forum, LED Fora and DAPPOT Meeting | LED Forum meeting was held on the 13th of September 2016.  DAPPOTT meeting was held on the 19th July 2016 and 30th of September 2016.  DST and Tourism forums were not held in Q1.  DST& Tourism forum were not held in Q2  LED Forum and DAPPOT were held on the 07th and 13th December | N | R0.00 | R0.00 | In Q1: DST and Tourism forums were postponed due to Lekgotla session.  In Q2: DST and Tourism forum were not held due to unavailability of stakeholders | Even though DST and Tourism Forum were rescheduled for Q2, Department had to reschedule further to the 3rd Quarter | Attendance registers  Meeting minutes |  |
| 11.5.1.3 | LED projects assisted to access funding | District Resource Mobilisation Project | C1 | Strengthen internal & external LED capacity | Number of business plans developed and submitted targeting ANDM old projects | ***R200 000.00*** | ***13000*** | ***20*** | ***10*** | ***0*** | To develop terms of reference  Undertake procurement of service provider for development of business plans  Develop 5 business plans and submit for funding targeting ANDM old projects  Develop 5 business plans and submit for funding targeting ANDM old projects | Terms of Reference no yet developed.  ANDM/ANDA old projects meeting was held with ECDC on the 8th of September 2016, which will also inform the crafting of business plans in-line with the funding opportunities available  A meeting for development of ANDA old projects business plans was held on the 27th October to clarify the findings of the projects visits. | N | R100 000.00 | R0.00 | Terms of reference for procurement of service provider for the development of business plans were not developed as the department is currently undertaking a needs analysis which will include a site visit to the old projects prior to the development of business plans.  Business plans were not developed due to lack of information on the old projects. It was recommended to undertake site visit and to strategise development of business plans | To develop business plans in the third quarter | Meeting minutes  Attendance registers |  |
|  | Number of businesses informed about funding opportunities | District Resource Mobilisation Project | C1 | Strengthen internal & external LED capacity | Numbers of road shows held | ***R0.00*** |  | ***4*** | ***2*** | ***3*** | Undertake roadshows for LED promotion  Undertake roadshows for LED promotion | In Q1: The department presented in the ANDM customer care information days which were held in Matatiele (ThabachicaVillage) and Ntabankulu (Silindini Village) Local Municipalities  In Q2: Road Show Undertaken in Kwa Sibi area in Matatiele Local Municipality | Y | R0.00 | R0.00 | There was a need to undertake additional Road Shows to disseminate information in the District | None | Attendance Registers |  |
|  | Creating institutional partnerships with potential funders | District Resource Mobilisation Project | C1 | Strengthen internal & external LED capacity | Numbers of SMME Engagement Sessions held | ***R0.00*** |  | ***2*** | ***0*** | ***1*** | Hold Business Breakfast Session | Invitations were drafted.  Logistical arrangements were made.  Date was identified.  Business breakfast session was not held in Q1 as targeted.  In Q2: Business breakfast SMME  engagement session was held on the 14th October 2016 in preparation for the Business Breakfast session  Business breakfast was held on the 20th October 2016. | Y | R0.00 | R0.00 | In Q1, the Business breakfast session was postponed due to Lekgotla session. The session was therefore rescheduled for Quarter 2 | Business Breakfast session held in Q2. | Attendance egister  Business breakfast report |  |
| 11.5.1.4 | Informed business plans developed | SMME CAPACITY BUILDING | C1 | Strengthen internal & external LED capacity | Numbers of business plan enrichment sessions | ***R0.00*** | ***N/A*** | ***4*** | ***2*** | ***1*** | Undertake Business Plan Enrichment Sessions  Undertake Business Plan Enrichment Sessions | Business Plan enrichment session not held in Q1, however Business plan enrichment session was held with department of economic development, environmental and tourism affairs on LRED FUND in Q2. | Y | R0.00 | R0.00 | In Q1, the session was postponed due to Lekgotla. | Session was held in Q2 | Attendance Registers |  |
|  | Creating Sustainable Enterprises through meaningful partnerships | SMME CAPACITY BUILDING | C1 | Strengthen internal & external LED capacity | Number of SMME/Cooperatives Conferences held | ***R0.00*** | ***N/A*** | ***2*** | ***1*** | ***1*** | SMME/ Cooperatives Conference | SMME/ Cooperatives Conference undertaken in Mtsila Village on 12 December as part of Executive Mayor’s 100 Days in Office Programme | Y | R0.00 | R0.00 | None | None | Attendance Register |  |
|  | Access to Markets and Exhibitions. | SMME CAPACITY BUILDING | C1 | Strengthen internal & external LED capacity | Number of SMMES supported with access to markets and exhibitions. | ***R300 000.00*** | ***13000*** | ***4*** | ***2*** | ***2*** | Assist SMMEs with access markets and exhibitions  Attend Career Exhibition | 1 SMME assisted to access markets by exhibiting in the National Tourism Careers Expo in Mthatha on the 12th August 2016.  10 SMME were also assisted to attend the South Africa fashion week selections, which also exposed them to different markets. | N/A | R100 000.00 | R22 000.00 | The Department managed to save funds when SMMEs attended the Fashion Week selections. The ANDM taxi was used for transporting the SMMEs, no costs were incurred. | Funds saved used in the second Quarter to assist SMMEs with attendance to identified events for market opportunities. | Project Reports  Attendance register |  |
|  | SMMEs capacitated | SMME CAPACITY BUILDING | C1 | Strengthen internal & external LED capacity | Number of capacity building programmes secured | ***R0.00*** | ***N/A*** | ***4*** | ***2*** | ***1*** | Develop and submit external funding proposals for SMME capacity building for one of the key sectors  Develop and submit external funding proposals for SMME capacity building for one of the key sectors | Letter of request for SMME training was forwarded to Agri- SETA.  Save Act undertook site visit of the selected Cooperatives. | N | R0.00 | R0.00 | It was indicated that there’s already a group that is under training, therefore ANDM coops will be considered as a next group in 2017. | To do follow up in 2017 (Q3). | Correspondence |  |
|  |  | SMME CAPACITY BUILDING | C3 | Promote the earnings potential of ANDM Communities | Number of SMMEs and or cooperatives mentored in the agricultural sector | ***R 2 000 000.00*** | ***13000 44150*** | ***12*** | ***4*** | ***0*** | Undertake procurement process  Undertake project inception  Commence project and cooperative operationalisation.  Submit and or follow up application for funding.  Develop and oversee implementation of the production plan.  Provide ongoing mentorship | Terms of Reference drafted for Agricultural SMMEs.  Project has not commenced as envisaged partnership with SANAMI for the implementation of the programme did not materialise  Project currently undergoing procurement – Advert is in place | N | R500 000.00 | R0.00 | Mentorship programme for Grain Production beneficiaries to be facilitated in partnership with SANAMI. Draft SLA with SANAMI is in place.  Partnership with SANAMI delayed, thus compromising project implementation significantly | The training will commence in the third quarter, once procurement has been finalised. The partnership with SANAMI will no longer be effected | Terms of reference  SLA  Advert |  |
|  |  | SMME CAPACITY BUILDING | C3 | Promote the earnings potential of ANDM Communities | Number of SMMEs and or cooperatives trained and mentored on product development in the tourism sector |  | ***1300*** | ***10*** | ***40%*** | ***10%*** | Commence procurement of training and mentorship  Procure machinery for training  Secure external funding and establish partnerships for the implementation of the programme  Undertake business planning  Commence formal product development training  Commence business development training  Facilitate Access to markets  Commence production for the purpose of supply | Terms of reference drafted for tourism SMMEs.  The district is in the process of forming a partnership with the Eastern Cape Craft Hub in Mthatha towards the successful implementation of the project, therefore a Service Level Agreement has been drafted between the two parties and its pending signing.  Machinery for training not procured.  In Q2, Project has not commenced as the proposed partnership with the Eastern Cape Craft Hub has not yet materialised.  Project currently undergoing procurement – Advert is in place for Supply and Delivery of Machinery as well as for the Training and Mentorship Programme for Crafters | N | R250 000.00 | R0.00 | Machinery for training not procured – Specification for machinery to be procured has not yet been received from EC Craft Hub.  Delay in the process of partnership with Eastern Cape craft hub  Funds to be transferred once SLA between ANDM and EC Craft Hub has been finalised | To commence training in the third quarter once procurement has been finalised | TOR  SLA  Advert |  |
| 11.5.1.5 | Number of Vuka Alfred Nzo Enterprises supported | Vuka Alfred Nzo Fund | C3 | Promote the earnings potential of ANDM Communities | Number of Vuka Alfred Nzo Enterprises supported to participate in the mainstream Economy | ***R 1 000 000.00*** | ***13000 44212*** | ***5*** | ***0*** | ***0*** | Issue a call for submissions of proposals for potential beneficiaries  Undertake verification of beneficiaries  Submit for approval to Standing Committee and Mayoral Committee  Commence procurement process and appointment of service provider | Call for submission of applications developed and advertised on the 16 September 2016 and will close on the 14th of October 2016.  Verification of beneficiaries not undertaken  Spreadsheet of applications developed.  Shortlisting undertaken. | N | R0.00 | R10 000.00 | Verification of short listed businesses will be undertaken in the 2nd Quarter, after the advert has been closed.  The expenditure incurred is as a result of advertising the call for proposals in local media | The beneficiary list was not submitted to committees due to delay of evaluation of applications.  To fast tract process of evaluation and submit the list in the third quarter.  To procure service provider in the third quarter. | Call for submission of applications |  |
| 11.5.1.6 | Workshop/Training for ANDM contractors | ANDM Contractor Development Programme | C3 | Promote the earnings potential of ANDM Communities | Number of Contractors within ANDM that have been developed | ***R 15 000 000.00*** | ***13000*** | ***30*** | ***10*** | ***0*** | Review and submit policy to facilitate programmes implementation  Procure service provider to undertake Zone Centre Assessment  Develop SMME contractor database in order to have a profile ANDM contractors  Commence procurement of service provider  Develop and sign service level agreement.  Commence Training and Mentorship Programme  Provide business and administration support  Commence process of zone rehabilitation | Policy drafted and submitted to council for approval.  Terms of reference drafted for Service provider to undertake Zone Centre Assessment  SMME contractor database not developed  Mass meeting with emerging contractors was held on 25th October 2016  Technical meeting with stakeholders that have mandate of developing contractor program was held on the 04th November  Contractor information day was held on the 10th November.  Consolidation of contractor database. | N | R500 000.00 | R0.00 | Funding for the implementation of the project has not yet been secured through the Municipal Loan – therefore terms of reference could not be submitted to Specification.  Contractor Database to be developed once ANDM has engaged Contractors about the programme and what it seeks to achieve. This will ensure that Contractors who register on the database meet the programme criteria.  In Q2: Funding for the project has not yet been sourced; it is therefore not possible to implement the programme. | Determine when funding will be made available and amend targets accordingly in the Mid Term  Department is also In the process of outsourcing Funding | Attendance registers  Report  Database |  |
| 11.5.1.7 | Access to Markets | Collaborative initiatives and partnerships | C3 | Promote the earnings potential of ANDM Communities | Number of LM projects supported | ***R 1 250 000.00*** | ***1300044307*** | ***5*** | ***2*** | ***2*** | Collaborate with Ntabankulu Local Municipality for the implementation of the Ntabankulu Pondo Festival through the implementation of pop-up shows in order to encourage access to markets for tourism product owners  Collaborate with Matatiele Local Municipality for the implementation of the Matatiele Jazz Festival through the implementation of pop-up shows in order to encourage access to markets for tourism product owners  Collaborate with Mbizana Local Municipality for the purpose implementing access to market programme, through the implementation of pop-up shows in order to encourage access to markets for tourism product owners | Pop-up show successfully held at the Ntabankulu Pondo Festival on the 10th September 2016.  Collaboration with Matatiele Local Municipality was successful – Pop up shows undertaken at the Matatiele Jazz Festival on 17 December 2016 | Y | R500 000.00 | R370 000.00 | Procurement of infrastructure in preparation for the pop-up show was cheaper than anticipate, the Department therefore managed to save funds  There was no collaboration with Mbizana LM as the event will be held in April 2017. | The savings will assist with other Projects targeted for the second quarter  Pop sales for Mbizana will be undertaken in the fourth quarter | Project Reports  SLA  Proof of transfer of funds  Advert  Attendance register |  |
| 11.5.1.8 | Project Implementation of projects within the B2B corridor development plan | Implementation of tourism Sector Plan Beach to Berg Corridor development plan | C3 | Promote the earnings potential of ANDM Communities | % of implementation of the beach to berg corridor development plan | ***R 850 000.00*** | ***13000 44158*** | ***30%*** | ***30%*** | ***25%*** | Develop Terms of Reference for the procurement of service provider – Infrastructure Work Schedule  Develop Terms of Reference for the implementation of the Beach to Berg Launch  Develop proposal to mobilise funding for the Beach to Berg Launch, Marketing and awareness.  Appoint service provider for the Beach to Berg Launch  Undertake project inception and necessary preparations for Beach to Berg Launch.  Undertake Beach to Berg Launch  Appoint service provider to undertake development of Infrastructure Works Schedule | Terms of reference for work schedule drafted and presented to specification committee and pending advertisement.  Concept document and action plan for Beach to Berg launch developed.  Funding Proposal for the procurement of B2B signage developed and submitted to ECPTA  Service Provider for Beach to Berg Launch not appointed  Service provider for infrastructure work schedule was appointed and Project Inception undertaken in December 2016  Appointed service provider for B2B Video production | Y | R400 000.00 | R0.00 | Service provider for the B2B Launch was not appointed due to delays in procurement – the Advert was finalised timeously however the order was not issued until the Municipal shutdown | The B2B Launch will therefore be in Q3 | Terms of Reference  Project Progress reports  Funding Proposal  Appointment letter /Orders  Inception Report |  |
| 11.5.1.9 | Completed fencing of identified arable land | District Agri- Parks Programme | C3 | Promote the earnings potential of ANDM Communities | Number of hectares of arable land fenced | ***R 4 000 000.00*** | ***13000*** | ***30 ha*** | ***0*** | ***0*** | Develop Terms of Reference for procurement of a principal agent for implementation of Fencing Project  Appoint Principal Agent and procure contractors to undertake implementation of the fencing programme | Terms of reference drafted, pending advertisement and procurement of service provider.  Progress in fencing of areas that were not completed last financial year:  Bagqozini Village completed  Gogela Village 70% done.  Bonxa Village not completed  Project advertised for principal agent for fencing, pending evaluation and adjudication. | N | R250 000.00 | R887 039.72 | SCM delayed in developing tender document for fencing.  Service Providers who were appointed in the last Financial Year are still completing some projects, and unfortunately no provision has been made through accruals. Expenditure therefore incurred as a result of these payments | SCM to fast track development of tender document for fencing project.  Consider refunding the funds during the Mid-Term  Service provider to be appointed in the third quarter. | Terms of Reference  Advert |  |
|  | Completed Mechanisation and Harvesting of Maize produce |  | C3 | Promote the earnings potential of ANDM Communities | Number of hectares ploughed |  |  | ***120 ha*** | ***0*** | ***0*** | Draft SLA between ANDM and DRDAR/ECRDA  Undertake procurement of maize production inputs  Transfer of funds to DRDAR/ECRDA  Project implementation | SLA between ANDM and ECRDA drafted, awaiting signing.  Site assessment was also undertaken to inform the amount of funds to be transferred.  Funds to be transferred to ECRDA for Procurement of maize inputs.  Transfer of Funds to ECRDA not undertaken  Project Implementation has not commenced – however various engagements have been undertaken between ANDM and ECRDA:  Inception meeting was held with ECRDA on 7 October 2016 finalising Project conceptualisation  Site visits and project mapping undertaken in affected areas  Social Facilitation undertaken  SLA Finalised | N |  |  | Delay in signing of SLA between ANDM and ECRDA due to the different legal channels that each stakeholder has to go through before signing.  Project Implementation delayed due to ECRDA procurement processes  In the ab | To fast track signing of SLA between ANDM and ECRDA and transfer funds so that project implementation can begin.  ANDM has taken a decision put the ECRDA partnership on hold and continue with the Project internally. ECRDA Procurement processes would have compromised the project as they would have finalised procurement only in January 2017. It would have been too late to then continue with Maize. The crop however still has to be changed to a more suitable | ECRDA Appointment Letter  Signed SLA  Meeting Minutes  Attendance Registers |  |

##### KPI Analysis

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| --- | --- | --- | --- | --- |
| Total Number of Target | Achieved | % Achieved | Not Achieved | % Not Achieved |
| 17 | 7 | 41% | 10 | 59% |

*Development Planning; Spatial Planning & Land Use Management*

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| SDBIP Number | Output | IDP Project | IDP Ref | Strategic Objective | KPI | Total Budget | Vote No. | Annual Target | Mid Term Target | Mid Term Actual | Midterm  Activities | Mid Term  Activity Achieved | Achieved (Y/N) | Midterm Budget | Midterm Expense | Reason for Variance | Corrective Action | POE | POE Submitted (Y/N) |
| 11.5.2.1 | Adopt 1 Municipal Planning tools in line with the district Suite of Plans. | Spatial Planning (Capacity Support to all LMs) | ***A2*** | Optimise systems, administration and operating procedures | Number of planning tools developed | ***R 450 000.00*** | ***1300044097*** | ***1*** | ***50%*** | ***20%*** | Collate Municipal Spatial Planning Needs  Prepare Needs analysis report  Complete SLA`s with LM`s  Facilitate the transfer of funds | Only Ntabankulu and Mbizana LMs have submitted Spatial Planning Needs, hence the report only covers the two respective LMs | ***Partially Achieved*** | ***R 450 000.00*** | ***R0.00*** | Late submission of information from Ntabankulu and Mbizana LMs  Non-cooperation of the other two LMs, which are Umzimvubu and Matatiele | Completion of the exercise, which is signing of the SLAs and transfer of funds to Ntabankulu and Mbizana will be done in Q3 | Needs Analysis Report |  |
| 11.5.2.2 | Establishment of a Joint Development tribunal for all 4 LM`s within the District. | SPLUMA Implementation | ***A2*** | Optimise systems, administration and operating procedures | Number of SPLUMA Implementation Delegations framework Completed | ***R 500 000.00*** | ***1300044310*** | ***1*** | ***50%*** | ***30%*** | Complete Agreements with LM`s within the district tribunal  Facilitate the formulation of the Municipal Planning Tribunal (MPT) | Only Ntabankulu LM has submitted a council resolution requesting a Joint MPT with the District  Mbizana LM submitted a council resolution suggesting to establish an Individual MPT, only in November | ***Partially Achieved*** | ***R 300 000.00*** | ***R0.00*** | Non-cooperation from LMs, delaying to forward their council resolutions to the District, only Ntabankulu responded on time | Completion of the Agreement with only Ntabankulu LM will be done in Q3  Facilitation for establishment of the MPT will be done in Q3, hence the advert calling for nominations for MPT members will be issued out in January | Council Resolutions |  |
| 11.5.2.3 | Completed and adopted Land use Management Framework. | Land Use Management Framework (LUMF) | ***A2*** | Optimise systems, administration and operating procedures | Number of Land use Management Framework for the whole district completed and adopted | ***R 500 000.00*** | ***1300044237*** | ***1*** | ***50%*** | ***50%*** | Complete the Situational Analysis Report  Complete the draft Strategy Report | Situational Analysis and Draft Strategy Reports completed | ***Achieved*** | ***R 200 000.00*** | ***R200 000.00*** | None | None | Situation Analysis Report  Draft Strategy Report |  |
| 11.5.2.4 | 4 district planners forum meeting held | District Planning Forum Establishment | ***F3*** | Strengthen Intergovernmental Relations | Number of meetings held with quorum | ***R 0.00*** | ***None*** | ***4*** | ***2*** | ***4*** | To hold 2 planners forum | 4 planners forum held | ***Achieved*** | ***R0.00*** | ***R0.00*** | Over achievement due to more transpiring important issues to be discussed | None | Attendance Registers  Meeting Minutes |  |

##### KPI Analysis

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| --- | --- | --- | --- | --- |
| Total Number of Target | Achieved | % Achieved | Not Achieved | % Not Achieved |
| 4 | 2 | 50% | 2 | 50% |

*11.5.2.1. GIS*

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| SDBIP Number | Output | IDP Project | IDP Ref | Strategic Objective | KPI | Total Budget | Vote No. | Annual Target | Mid Term Target | Mid Term Actual | Midterm  Activities | Mid Term  Activity Achieved | Achieved (Y/N) | Midterm Budget | Midterm Expense | Reason for Variance | Corrective Action | POE | POE Submitted (Y/N) |
| 11.5.2.1.1 | Up to-date GIS hardware and equipment. | GIS Infrastructure Upgrade | A2 | Optimise systems, administration and operating procedures | % of GIS infrastructure upgrade completed. | R 200 000.00 | 50309901 | 100% | 25% | 20% | Service Plotter. | Service provider to service the plotter has been appointed. | ***N*** | ***R50 000.00*** | ***R0.00*** | The budget requested was never allocated to the vote. | Allocate budget to the vote during budget adjustment. | Quotations. |  |
| 11.5.2.1.2 | 4 LMs have access to GIS resources and services. | GIS Shared Service Implementation | B1 | Increase access to municipal services | Number of LMs with access to GIS resources | R600 000.00 | 1300044162 | 4 | 4 | 4 | Revise the MOU/ SLA.  Facilitate signing of MOU/SLA by ANDM & LMs.  Compile funding requests from LMs.  Transfer funds as per the requests. | SLAs revised to include the new requests from LMs  The SLAs have been signed by managers both at district & LM.  4 LMs have submitted funding requests and the accompanying invoices.  Cheque requisition s have been processed and submitted to finance for the transfer of funds. | ***Y*** | ***R600 000.00*** | ***R0.00*** | Awaiting the Finance department to finalise the transfer of funds. | Follow-up on the funds transfer processes to ensure funds are transferred to the LMs. | SLAs, Funding Requests, Invoices, Cheque requisition, proof of payment. |  |
| 11.5.2.1.3 | 1 GIS Awareness programme.  GIS Marketing material. | GIS Strategy Development | E1 | Promote Public participation and Good Meaningful Governance | Number awareness programme | R 200 000.00 | 1300044163 | 100% | 100% | 90% | Procure awareness material.  Participate in road shows. | Service provider appointed to procure awareness Material. A pamphlet has been developed in-house by the GIS team for awareness at roadshows  GIS team participated in roadshows in Matatiele & Ntabankulu organised by the customer care section. | ***Y*** | ***R200 000.00*** | ***R0.00*** | Delay in appointment of service provider to produce awareness material has delayed the production and delivery of awareness material | Put pressure on the appointed service provider to deliver awareness material. | Specification, Memo, qoutation, order, invoice |  |
| 11.5.2.1.4 | 3 Systems integrated. | GIS Systems Integration |  | Improve Municipal Planning and spatial development | Number of Systems integrated. | R 500 000.00 | 130004418 | 3 | 0 | 0 | Collect data to be integrated.  Cleanse data.  Develop TORs. | Data from 3 systems collected  Data cleansing completed.  TORs were developed & project was adveritised | ***Y*** | ***R0.00*** | ***R0.00*** | Project has been put on hold as it will be included as an activity into the IT project for systems upgrade & integration. | Ensure project has been included in the TORs for the IT project. | TORS, MEMO, ADVERT. |  |
| 11.5.2.1.5 | Data Captured for:  Rural Sanitation for 8 Wards | GIS Data Maintenance | F1 | Improve Municipal Planning and spatial development | Number of Wards with rural sanitation data captured | R1 500 000.00 | 1300044260 | 4 | 2 | 2 | Assess rural sanitation implementation status quo.  Develop TORs  Appoint service provider to capture rural sanitation.  Capture GPS coordinates for VIPs for 2 LM’s | Assessed rural sanitation implementation status quo with Project Managers & PMU Technicians  TOR developed and project advertised.  SCM in the process of appointing a service provider for 2wards in Umzimvubu LM & 2wards in Mbizana LM. | ***N*** | ***R400 000.00*** | ***R0.00*** | Delays in appointing a service provider by SCM. | Follow up on SCM processes to ensure service provider has been appointed. | TORs, Memo, Adverts. |  |
|  | Environmental Information System | GIS Data Maintenance | F1 | Improve Municipal Planning and spatial development | Number of towns with environmental information captured |  | 1300044260 | 2 | 0 | 0 | Develop Terms of Reference  Facilitate procurement processes.  Facilitate appointment of service provider.  Monitor project implementation.  Coordinate inception & progress meetings. | TORs wer developed  Procurement processes are complete  Service provider has been appointed  Project not yet implemented  No inception meeting has been coordinated yet | ***Y*** | ***R300 000.00*** | ***R0.00*** | Delays in the issue of a purchase order, service provider has not resumed with project implementation of the project. | Coordinate inception meeting as soon as the service provider is appointed. | TORS, MEMO, ADVERTS. |  |
|  | Water Infrastructure data for completed schemes. | GIS Data Maintenance | F1 | Improve Municipal Planning and spatial development | Number of Water Supply Schemes Captured |  | 1300044260 | 4 | 2 | 2 | Source as-built plans from service providers implementing water schemes  Capture Water schemes into the municipal GIS database  Physically verify captured data for accuracy. | Sourced as built drawings from Mbumba consultants  Water infrastructure and related attributes has been captured into the GIS database.  Site visits have been done with the PMU technician. | ***Y*** | ***R0.00*** | ***R0.00*** | None | None | AS-BUILT DRAWINGS, MAPS |  |
|  | Disaster Incidents Mapping | GIS Data Maintenance | F1 | Improve Municipal Planning and spatial development | Number of Wards mapped |  | 1300044260 | 10 | 0 | 0 | Develop Terms of Reference | TORs have been developed and presented to the specification committee | ***Y*** | ***R0.00*** | ***R0.00*** | Waiting for SCM to advertise the project and thus appoint service provider. | Fast track the SCM processes to appoint a service provider. | TORS, MEMO |  |
|  | LED & Tourism Facilities | GIS Data Maintenance | F1 | Improve Municipal Planning and spatial development | Number of Wards with LED & Tourism Facilities captured |  | 1300044260 | 4 | 0 | 0 | Develop Terms of Reference  Facilitate procurement processes.  Facilitate appointment of service provider. | Procurement process have resumed, the TORs have been developed and presented to the specification committee. | ***Y*** | ***R0.00*** | ***R0.00*** | Waiting for SCM to advertise the project and thus appoint service provider. | Fast track the SCM processes to appoint a service provider. | TORS, MEMO |  |
| 11.5.2.1.6 | ANDM comprehensive Geodatabase | GIS Geo-Database Design |  | Improve Municipal Planning and spatial development | % of Geodatabase completed | R 200 000.00 |  | 100% | 10% | 10% | Develop Terms of Reference | TORs developed & project advertised. | ***Y*** | ***R0.00*** | ***R0.00*** | None | None | TORs, Memo, Advert |  |

##### KPI Analysis

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| --- | --- | --- | --- | --- |
| Total Number of Target | Achieved | % Achieved | Not Achieved | % Not Achieved |
| 10 | 8 | 80% | 2 | 20% |

*11.5.2.2. IDP & OPMS*

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| SDBIP Number | Output | IDP Project | IDP Ref | Strategic Objective | KPI | Total Budget | Vote No. | Annual Target | Mid Term Target | Mid Term Actual | Midterm  Activities | Mid Term  Activity Achieved | Achieved (Y/N) | Midterm Budget | Midterm Expense | Reason for Variance | Corrective Action | POE | POE Submitted (Y/N) |
| 11.5.2.2.1 | Well informed and equipped personnel on PMS  Up to date annual performance information | Organizational Performance Management Systems (OPMS) | A3 | Increase performance and efficiency levels | Number of Organisational Quarterly Performance reports submitted to council | ***R0.00*** | ***1300044243*** | ***4*** | ***2*** | ***2*** | Review & Report on annual performance  Review & Report on 4th quarter performance information  Consolidate & Submit Quarter4 report to National Treasury, Provincial Treasury & COGTA  Submit Quarter4 report for uploading on the website  Review & Report on 1st Quarter performance information  Consolidate & Submit Quarter1  report to National Treasury, Provincial Treasury & COGTA  Submit Quarter1 report for uploading on the website | Annual Performance Report 2015/2016 done and adopted by Council on 30 August 2016.  Fourth Quarterly Report adopted by Council on the 30th of August 2016.  Fourth Quarterly Reports submitted to National, Provincial Treasury and Cogta.  Fourth Quarter uploaded on the website.  -Quarter 1 Report reviewed  -Quarter 1 report consolidated and submitted to all relevant departments  -Quarter 1 report uploaded on the website | ***y*** | ***R0.00*** | ***R0.00*** | None | None | -Quarterly reports.  -Annual Performance Report  -Council Resolutions  Consolidated quarter 1 report  -Council resolution |  |
|  |  |  | A3 | Increase performance and efficiency levels | Number of Consolidated SDBIP documents submitted timeously |  |  | ***1*** | ***1*** | ***1*** | Finalise SDBIP 2016-2017  submit to Mayor and relevant stakeholders  Upload on website  Monitor SDBIP targets | SDBIP 2016-2017 approved and signed by the Mayor, submitted to relevant stakeholders and uploaded on the website.  SDBIP targets monitored | ***y*** | ***R0.00*** | ***R0.00*** | None | None | SDBIP document  SDBIP targets monitored |  |
| 11.5.2.2.2 | Up to date annual performance information | Institutional Annual Report |  | Increase performance and efficiency levels | Number of consolidated Annual Report documents submitted timeously |  |  | ***1*** | ***1*** | ***1*** | Prepare and submit draft Annual Report template to all departments | Annual report template circulated to all departments | ***y*** | ***R0.00*** | ***R0.00*** | None | None | Annual report template |  |
| 11.5.2.2.3 | IDP developed with stakeholder engagement | IDP Review | F1 | Improve Municipal planning and spatial development | Number of meetings held | ***R 600 000.00*** | ***1300044047*** | ***4*** | ***2*** | ***1*** | Conduct 1 Meeting (Rep & Steering Committees)  Transfer of IDP support funds to 4 LMs  Conduct 1 Meeting (Rep & Steering Committees) | -IDP Rep forum and Steering Committee did not sit.  -IDP funds not transferred to LMs yet.  -1 IDP steering committee and IDP Rep forum conducted on the 1st of December 2016 | ***n*** | ***R200 000.00*** | ***R0.00*** | To arrange IDP Rep Forum and Steering Committee on the second quarter.  Transfer of funding to LMs to be done on the second quarter. | -IDP meetings to sit as per the IDP/PMS and Budget Process Plan.  -To speed up the process of funding transfers. | Meeting minutes |  |
|  | 1 adopted IDP document by the Council | IDP Review | F1 | Improve Municipal planning and spatial development | Number of IDPs adopted by 31 May 2017 |  |  | ***1*** | ***1*** | ***0*** | ANDM Strategy Formulation and budget prioritization | None | ***n*** | ***R400 000.00*** | ***R0.00*** | ANDM Strategy formulation will take place in February 2017. | Strategy formulation to take place in the second quarter. | None |  |
|  | 4 LMs consulted on District IDP development |  | F3 | Strengthen Intergovernmental Relations | Number of LMs consulted on District IDP development |  |  | ***4*** | ***2*** | ***1*** | Development of 1IDP Process Plan and facilitate adoption process by the Council  Conduct 1 ANDM Situational Analysis/  Research | IDP/PMS and Budget Process Plan developed and adopted by Council on the 30th of August 2016.  None | ***n*** | ***R0.00*** | ***R0.00*** | The SLA between ECSECC and ANDM has not yet been signed by the MM | To conduct the situational analysis in January 2017. | None |  |

##### KPI Analysis

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| ***Total Number of Target*** | ***Achieved*** | ***% Achieved*** | ***Not Achieved*** | ***% Not Achieved*** |
| 6 | 3 | 50% | 3 | 50% |

# 

# Budget & Treasury Office

*Department Overview*

The Budget and Treasury Office (BTO) is the anchor office of the Municipality as it provides support to all departments of the Municipality. The primary role is dealing with the management of a municipal's funds and ensures financial sustainability for the institution.

For any plan to be implemented there is a need for cash, as actions won’t materialize without cash injections i.e. consider the concept of fuel for vehicle fleet, you may have the best car designs with the most sophisticated engines, but for anyone of the these vehicles to move you need fuel.

Hence the fleet won’t be able to serve its purpose without a drop of fuel. Hence similar to the Municipality scenario where you may have hired the best personnel, with state of the art working tools (which in turn need cash to be acquired). In turn the highly skilled personnel will have to be paid.

It is clear that the Municipality cannot operate without cash, which has to be made available to all departments and it’s controlled by BTO in terms of the Municipal Finance Management Act of 2003.

The BTO ensures that the finances of the municipality are properly managed and provides support through the following units, Budgeting, Revenue, Supply Chain Management and Expenditure.

*The Budgeting and Reporting Unit*

* *The unit prepares strategic, credible and sustainable budget as required by the legislation. It monitors operational activities, indicates on a monthly basis any deviations from the original budget plans to enable departments to take corrective action timeously.*
* *The Unit also controls expenditure by highlighting exhausted budgeting items to assist management in deciding on how to deal with the underlying expenditure in question.*
* *The Budgeting Process synchronises departmental plans (as set out in the IDP) to operational activities, which are further broken down into time frames through the Service Delivery and Budget Implementation Plan.*
* *At every financial year BTO department prepares Annual Financial Statements which are audited by Auditor General*

*Revenue Management Unit*

* *This unit deals with the inflow of income into the Municipality, be it statutory or non – statutory. It ensures correct management of cash received and that all funds received are accounted for in a correct prescribed manner;*
* *It also ensures that consumer data is accurate in order to bill correctly, thereby improving cash collections and reducing outstanding debts*
* *It also deals with investment and Cash flow management*
* *It also deals Cash and Bank Management*

*Supply Chain Management Unit*

* *This Unit deals with the fulfilment of demands of all departments on all goods and services required to fulfil each departmental to enhance service delivery as set out in the IDP.*
* *It ensures that those products and services are made available timeously.*

*Expenditure Management Unit*

* *This Unit ensures that funds of the Municipality are spent in terms of an approved budget and sets up controls to minimize misuse of funds through fraud and corruption and it ensures that the municipality is financially viable*
* *Manage payroll and third party payments*
* *Capital and operational expenditure management, work-in-project, commitments and contingencies*

*Assets and Liability Management*

* *This unit produce and maintain an accurate asset register and to ensure that council’s assets and liabilities are effectively managed.*
* *Manage of long-term liabilities and finance costs processes*

*Performance Overview*

*Achieved Targets vs Not Achieved by Unit*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Unit | Total No. of Targets | No.  Achieved | No  Not Achieved | % Achieved | %  Not Achieved |
| General Expenditure | 9 | 6 | 3 | 67% | 33% |
| Project Expenditure | 6 | 3 | 3 | 50% | 50% |
| Budget & Reporting | 8 | 5 | 3 | 63% | 37% |
| Supply Chain Management | 10 | 8 | 2 | 80% | 20% |
| Revenue Management | 12 | 12 | 0 | 100% | 0% |
| Assets & Liabilities Management | 4 | 4 | 0 | 100% | 100% |
| Financial Information Systems | 9 | 8 | 1 | 89% | 11% |
|  |  |  |  |  |  |

*Projected Expenditure vs Actual by Unit*

|  |  |  |  |
| --- | --- | --- | --- |
| Unit | Projected | Actual | Variance |
| General Expenditure |  |  |  |
| Project Expenditure |  |  |  |
| Budget & Reporting |  |  |  |
| Supply Chain Management |  |  |  |
| Revenue Management |  |  |  |
| Assets & Liabilities Management |  |  |  |
| Financial Information Systems |  |  |  |
| Total |  |  |  |

*Performance highlights*

*Budget And Reporting*

The budget and reporting section mandated by the municipality is required to submit monthly reports to Treasury, relevant departments and also within the municipality.

This section has managed to submit these reports without fail from the period July 16 to December 16 even though there were challenges at the beginning of the financial due to the implementation of mSCOA but eventually we overcame those challenges.

The municipality has opted on early adoption of mSCOA as a result the budget implementation is on mSCOA as at July 2016.

BTO, as the custodian of the Annual Financial Statements has managed to perform and submit both the ANDM and Consolidated (including ANDA) AFS to the office of the Auditor General by the 31 August 2016 and achieved a Qualified Report thereof.

*Asset Management*

Asset management is responsible for ensuring that the assets of the Municipality are safe guarded, maintained, establishing and maintaining the asset register and reporting of Assets in compliance with the National Treasury regulations and GRAP. This also involves clarifying responsibilities and accountabilities for the asset management process.

The Municipality is currently implementing a number of capital projects and these are still in the construction phase, and have been recorded under Assets under construction (AUC), when these projects are completed, all the project costs are unbundled and assets are recorded in the asset register. The municipality has developed sound financial controls to ensure that the asset register is complete.

There is a an update on GRAP 17 and the amendment requires that the projects that are still under construction be reported per class and this requires that the Municipality must unbundle all the projects that have been reported as work in progress.

Some of the infrastructure assets of the municipality are old, these assets are maintained but there are some that need to be replaced. The municipality is in the process of engaging a service provider to assist the Municipality in the drafting of the Asset Replacement /maintenance Plan. The plan will ensure that assets are all reviewed and replaced where necessary.

*Financial Information Systems Management*

The section is there to implement financial internal controls on financial information systems, review roles and responsibilities and implement segregation of duties. Also change control processes with regard to financial system are controlled in this section. The aim is to improve organizations capacity, knowledge and transformation.by optimizing systems, administration and operating procedures.

The mSCAO rollout had been done successfully and end users had been trained

All users are created in line with policies and reviewed.

We had managed to submit all requirements as per circulars to National treasury.

Caseware had been implemented and is interphase, we had successfully managed to do NT reports using Caseware as a reporting tool.

Some modules were not able to be activated as planned by the SDBIP as those modules are still under development by the service provider making them mSCOA compliant, we were promised February 2017 there will be an upgrade which will address the problems in those modules.

Day ends and month ends has been able to be done on time from Q2 only. In Q1 we experiences a challenge as we were having a backlog in the implementation of mSCOA.

There is a plan in implementing Caseware for AFS, implementation will be starting in Q3.

*Project Expenditure*

The unit is responsible for ensuring that all infrastructure grant funded projects are paid timeously as per the conditions of grants. Reporting to COGTA and DPW to be done monthly to avoid withholding of funds. Reports are done manually and to ensure that they tally with S71 expenditure reports are submitted to Budget unit. All queries relating to payments of service providers should also be addressed effectively.

Project files that were missing in 14/15 were compiled, filed and updated on month to month basis. Retention register and supporting documents are kept as required timeously. Commitment register is updated but there are constraints as it has to be exact with contract register and appointment letters that are required.

A discussion with asset unit and project expenditure should be held to assure their role in WIP.

*Expenditure Management*

The section is responsible for Coordinating and controls the application of accounting procedures within the Section by attending to the verification, reporting, processing and reconciliation of operational expenditure accounts guided by section 65 and 66 of the MFMA

The municipality is paying its creditors within 30 days about 80% of creditors are paid on time. Salaries are paid on the 15 and the 25th of the month for Councillors and employee’s restropectively.3rd party payments are paid before the 7th of each month and no penalties have been charged. A quarterly withdrawal report is done in order to show all the expenditure that is made within the municipality. Vat returns are submitted on a monthly basis and the money is received by the municipality.

Month end reconciliations are performed for both creditors and payroll. We have a challenge of performing creditor’s reconciliation since the beginning of the financial year due to MSCOA implementation but we have communicated with MUNSOFT. This also leads to not providing the reports on credit notes.

We will try and push that all outstanding reconciliation be done before the end of March 2016.

*Challenges*

|  |  |  |
| --- | --- | --- |
| Key Issues | Problem Statements | Resolution |
| Delay in updating of Infrastructure Asset Register | Partial - compliant with GRAP 17 Standards and funds not provide for the 2016/2017 financial year.  The current service provider appointed is not performing and the matter is being dealt with Council to priorities appointment of Engineers to comply with GRAP 17 for the preparation of 2016/2017 financial year | Provide more funding during budget adjustments and appoint consultants as possible to comply with GRAP Standards |
| Municipal Liquidity | The municipality has negative Cash Flows. The amount of +R160 million from municipal reserves was utilised to pay for DBSA Funded projects whilst we were waiting for DBSA loan transfer  The municipality has high cost drivers that need to be capped  Non checking in and/ or for booked accommodation and/ or flights causing fruitless expenditure | Leadership to assist and approach NT for the signing of the DBSA loan  To introduce cost cutting measures.  Venue Hire be limited as meeting to conducted in-house  No. of delegates Conferences must be limited; Promotional Material must be governed or not procured at all until such time the municipality is stable.  Protective Clothing Policy to be in place.  Cap Overtime, Shift Allowances, Travelling and Catering costs and accommodation expenses  Monitor Fleet Management  Draft a cost recovery plan and turnaround strategy to be presented to council and COGTA |
| None compliance with Cash flow projections for the year | Inadequate Spending Against Capital Budget. The municipality applied for the DBSA frontloading and the application expired before funds were transferred affecting the cash flow of the municipality since projects are underway | The municipality is looking at other source of financial modelling to speed up the implementation of projects and to strengthen the municipal cash flows.  To spend according to the cash flow projections to avoid none availability of funds  The IDMS to meet on a monthly basis to discuss performance of projects and expenditure for the month and comply with their cash flow projections that is aligned to the business plans, budget and funding trenchel2s |
| Poor management of Work-In-Progress (WIP) and Contract Management | The issue of work in progress remain a challenge even the audit has vast of issues raised for projects not completed on time,  Non-performing Service Providers (SP’s) not charged penalties and extension of Contract now and then  The project files are not ready available for audit and updating of the Asset register  Some other projects are appearing on WIP instead of being captured on the Asset Register yet they are complete and in use | The projects which are under construction to be completed within time frames and be capitalised; and non performing SP be charged penalties  The project files be updated monthly with financial and non-financial information and this will assist in compiling credible Contract Management Register and WIP Register.  The municipality to comply with Section 116 of the MFMA which deals with Contract management and performance of Service providers |
| Non- filling of critical and vacant posts | To be fully functional and be able to deliver the BTO objectives to support municipality | To fill in the CFO Position as possible and any other unfilled position within the departments |
| Disposal of Asset | The municipality has asset that has lapse the useful life and some have been impaired | To dispose the asset as per the Municipal Asset Management policy and to auction the asset and write-off asset from the Asset Register |
| Irregular, Unauthorised and Wasteful expenditure | Supply Chain Management – non implementation of SCM policy resulting to deviation from SCM regulations  The deviation report for the year has not been considered and condoned by council to allow for the correct disclosure in AFS.  MPAC to consider the report and advise council | The council to consider the report from the MPAC and to condoned deviation report if satisfied.  Comply fully with the Act and Regulations |
| Revenue Collection | The municipality does not collect revenue to its maximum level | The municipality is facing with drought, the schemes are dry, and the quantity demand is less than the quantity supply. The municipality is supposed to produce 4,8mg per day but is producing 1, 8 mg. The municipality need to invest and refurbish the current existing infrastructure.  The municipality adopted Revenue Enhancement Strategy and its implementation is underway. There has been a slight improvement for revenue collection. In order to effectively implement this strategy we need more funding for installation of meters  The IDMS to provide Budget and Treasury Office with credible Indigent register to identify qualifying indigent consumers for free basic services |
| Delay in Addressing of Audit Issues | Non-Implementation of audit action plan | The non-resolve issues will be included in the audit action plan and implementation is imperative to improve audit opinion from Qualified to Unqualified Audit Opinion. The audit queries should be addressed before end of April and invite auditor general to audit the books |
| None processing of creditors within timeframes | Payments are processed on the 15th and 30th of the month, however not all invoices are paid within 30 days of receipt. This is due to departments receiving, keeping the invoices and not submitting them for payment. | Centralise receipt of invoices  Appoint a dedicated person who will be responsible for the receipt of invoices (Placement can address the issue |

*Budget & Treasury Office SDBIP Report*

*Asset Management Midterm*

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| SDBIP Number | Output | IDP Project | IDP Ref | Strategic Objective | KPI | Total Budget | Vote No. | Annual Target | MIDTERM Target | MIDTERM Actual | MIDTERM  Activities | MIDTERM  Activity Achieved | Achieved (Y/N) | MIDTERM Budget | MIDTERM Expense | Reason for Variance | Corrective Action | POE | POE Submitted (Y/N) |
| 11.6.2.3.1 | Updated and GRAP Compliant fixed asset register | Update fixed asset register. | D5 | Optimise use of municipal assets | % of GRAP compliance fixed assets register updated | R 1 550 000.00 | 14000 44027 | 12 | 6 | 6 | Monthly reconciliations and updating of FAR with additions.  Updating of prior year infrastructure FAR.  Identify all municipality properties and the land values | Achieved - monthly recon  and movables asset register was updated  Achieved - prior year infrastructure register updated | Y | R950 000.00 | R 0. 00 | Service provider not paid, process delayed by the fact that the information was not coming from IDMS | Meeting held with IDMS and the service provider | Monthly recons |  |
|  | Updated and GRAP Compliant fixed asset register | Update fixed asset register. | D5 | Optimise use of municipal assets | No of engineers SP appointed for updating of FAR | R 0. 00 |  | 12 | 6 | 6 | Monthly reconciliations and updating of FAR with additions.  Updating of prior year infrastructure FAR. | ACHIEVED - ASSET REGISTER UPDATED PER AUDIT FINDINGS  ACHIEVED - PRIOR YEAR INFRASTRUCTURE REGISTER UPDATED | y |  |  | None | None | Infrastructure FAR |  |
| 11.6.2.3.2 | Insurance contract | Safeguarding and maintenance of assets | D5 | Optimise use of municipal assets | % of assets exposed to risk safeguarded. | R 1 700 000.00 | Vote: 14000 44049 | 100% | 100% | 100% | Achieved - Physical asset verification of Non-infrastructure done quarterly.  Updating Insurance portfolio monthly with new acquisitions.  Achieved -Physical asset verification of Non-infrastructure done quarterly.  Updating Insurance portfolio monthly with new acquisitions | Achieved - Physical verification done for quarter 1  Achieved - insurance updates done | y | R1 200 000.00 | R 486 234.82 | There are still pending insurance claims and the funds will be utilised then | None | Verification report  E-mail to insurance company  Verification of the 2nd quarter to be done in January 2017. |  |
| 11.6.2.3.3 | Updated Fleet register | Fleet Management | D5 | Optimise use of municipal assets | % of Council vehicles maintained. | R 1 250 000.00 | 14000 38007 / 50400 141 | 100% | 100% | 100% | Monthly updating of Fleet Register.  Monthly deviation report on monitoring of the fleet.  Monthly updating of Fleet Register.  Monthly deviation report on monitoring of the fleet.  Procure Fleet management system | Achieved - Fleet register is up to date  Not achieved - deviation report | Y | R450 000.00 | R77 366.93 | The fleet management system has not been procured and not possible to produce deviations report. The funds were set aside for this. | None | None |  |

##### KPI Analysis

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Total Number of Target | Achieved | % Achieved | Not Achieved | % Not Achieved |
| *4* | *4* | *100%* | *0* | *0%* |

*Budget and Reporting Midterm*

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| SDBIP Number | Output | IDP Project | IDP Ref | Strategic Objective | KPI | Total Budget | Vote No. | Annual Target | MIDTERM Target | MIDTERM Actual | MIDTERM  Activities | MIDTERM  Activity Achieved | Achieved (Y/N) | MIDTERM Budget | MIDTERM Expense | Reason for Variance | Corrective Action | POE | POE Submitted (Y/N) |
| 1.6.1.3.1 | Reports submitted timeously and presented accurately. | Budget management and Reporting | D4 | Improve budgeting, reporting and compliance. | Number of reports submitted | R300 000.00 | 14000 | 41 | 20 | 20 | Section71 Monthly reports,  Section52 quarterly reports,  S66 monthly reports.  Management Accounts  Section52 quarterly reports,  Management Accounts  Comply with S75 of the MFMA  Conduct Caseware training | S71 reports, 66 reports and Management Accounts have been submitted even though the July and Aug. reports were submitted late due to mScoa implementation  Achieved, s52 for both Q4 & Q1 reports done & submitted to treasury  management accounts have submitted to all managers  Achieved, reports have been placed on website in compliance with s75  Partially achieved basic modules conducted for Caseware training | Y | R75 000.00 | R0.00 | The Caseware training conducted was an introduction and did not cover all the modules to allow BTO to produce AFS and compliant reports in-house | Budget will be spent during the 3rd quarter once all modules are covered for Caseware training | S71 reports  S52 report  S66 reports  Management Accounts  Website report  CaseWare Training Register |  |
| 11.6.1.3.2 | mSCOA consultation | mSCOA Rollout | D4 | Improve budgeting, reporting and compliance. | % of mSCOA Implementation and Chart of Accounts produced | Nil | N/A | R0.00 |  |  | Submission of mSCOA budget to NT mSCOA Consultants  mScoa Consultation | Achieved, mScoa budget has been submitted to treasury  Achieved, mScoa consultation have been done for Q1 & Q2 | Y | R0.00 | R0.00 | N/A | N/A | mSCOA budget  mSCOA register for Consultation |  |
|  | mSCOA consultation | mSCOA Rollout | D4 | Improve budgeting, reporting and compliance. | No of training held for Staff | NIL | N/A | 4 | 2 | 2 | Training of staff on mSCOA  Training on mSCOA | Achieved, training of staff on mScoa have been done  Achieved, training of staff on mScoa have been done | Y | R0.00 | R0.00 | N/A | N/A | mSCOA training Attendance registers |  |
|  | mSCOA Compliant Financial Management System | mSCOA Rollout | D4 | Improve budgeting, reporting and compliance. | % of Charts of Accounts updated | Nil | N/A | R0.00 | 4 | 2 | Quarterly update of Financial System  Implementation of mSCOA Circulars  Implementation of mSCOA Circulars | Achieved, the financial system has been updated quarterly  Achieved, mScoa circulars have been implemented  Partially Achieved, mScoa circulars have been implemented even though it was not on time | N |  | R0.00 | Challenges during implementation stages. Delay in the Billing, Payroll and other challenges in other modules  Delay in complying with circulars and implementation plan | The Munsoft Consultants visit our site on a monthly basis to resolve this in preparation for July 2017 to be fully compliant  The implementation plan reviewed and the municipality to comply by end of December | Quarterly update of Financial System  mSCOA Circulars |  |
| 11.6.1.3.3 | Annual Financial Statement to be Prepared and Submitted to Auditor General. | Preparation of Annual Financial Statements and submission to AG. | D4 | Improve budgeting, reporting and compliance. | Number of financial statements submitted. | R 4 500 000.00 | 14000 44027 | 5 | 5 | 5 | Submit AFS to Audit Committee and Auditor General by 31st August.  Submit consolidated AFS to AG by 30 September.  Submit adjusted AFS to AG by 30 November.  Submit Adj. Consolidated AFS to AG by 5th December | Achieved, AFS were submitted to audit committee & AG by 31st August  Achieved, consolidated AFS were submitted to AG on time  Achieved, adjusted AFS were submitted to AG by 30 November  Achieved, Adjusted consolidated AFS were submitted to Ag by 5th December | Y | R3  500 000.00 | R1 497 915.40 | The service provider has not submitted yet the closeout report | Service Provider to be paid as soon as it submits closeout report. | ANDM Audited AFS, AG confirmation of AFS submission.  Audit Report meeting minutes.  Consolidated AFS (including ANDA) |  |
| 11.6.1.3.4 | Audit queries resolved | Follow up and resolve Audit Queries | E2 | Strengthen governance and reduce risk. | Number of audit queries resolved | R0.00 | N/A | 100% | 100% | 75% | Audit queries effectively resolved within timeframes provided by the AG.  Resolve Internal Audit queries within timeframes | Partially achieved, not all AG audit queries were resolved within timeframes  Achieved, internal audit queries were resolved within timeframes for Q1 & Q2 | N | R0.00 | R0.00 | Delays in responding to the AG queries by the departments | To adhere to AG timeframes as agreed on audit steering committee meetings | AG Audit report.  Internal Audit report. |  |
| 11.6.1.1.5 | Tabled and Implemented IDP/Budget Process for 2016/2017 financial year | Develop an IDP/Budget Process Plan | F1 | Improve Municipal Planning and spatial development | Number of IDP/budget process plans developed and tabled to Council | R0.00 | N/a | 1 | 1 | 1 | Prepare and table IDP/budget process plan to Council.  Implement IDP/budget process plan: | Achieved, IDP/budget process plan developed and tabled to council  Achieved,  IDP/budget process plan has been implemented | Y | R0.00 | R0.00 | N/A | N/A | Council resolutions: IDP budget process plan, |  |
|  | Tabled and Implemented IDP/Budget Process for 2016/2017 financial year | Approved Municipal budget and IDP | F1 | Improve Municipal Planning and spatial development | Number of IDP/budget process plans developed and tabled to Council | R30 000.00 | 14000 44002 | 4 | 1 | 0 | Implement budget as approved by Council | Achieved, budget is implemented as approved by the council | N | R10 000.00 | R0.00 | There were delays in approving rollovers by NT | To include the rollovers during mid-term adjustments budget | tabled budget |  |

##### KPI Analysis

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Total Number of Target | Achieved | % Achieved | Not Achieved | % Not Achieved |
| *8* | *5* | *63%* | *3* | *37%* |

*Financial Information System Midterm*

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| ***SDBIP Number*** | Output | IDP Project | IDP Ref | Strategic Objective | KPI | ***Total Budget*** | ***Vote No.*** | ***Annual Target*** | ***MIDTERM Target*** | ***MIDTERM Actual*** | MIDTERM  Activities | MIDTERM  Activity Achieved | ***Achieved (Y/N)*** | ***MIDTERM Budget*** | ***MIDTERM Expense*** | Reason for Variance | Corrective Action | POE | POE Submitted (Y/N) |
| 11.6.2.4.1 | To Ensure that municipal Financial System is SCOA compliant | M SCOA Rollout |  | mSCOA Implementation and rollout | % Implementation of SCOA and migration to SCOA | R850 000 | 14000 | 100% | 50% | 50% | Rollout of mSCOA Budget  Monitoring and incident management | Achieved  Migration from old vote structure to mSCOA vote structure  Live processing on mSCOA  Live Budget on mSCOA | Y | R550 000.00 |  | None | None | mSCOA Budget  Incident Report |  |
| 11.6.2.4.2 | To ensure that financial management system is healthy and effective | Financial Management System support and maintenance |  | Functional Financial Management System modules | Number of Munsoft modules implemented as per request | R875 000 | 14000 44242 | 100% | 80% | 70% | Implementation of Sebata Billing Module  Parallel Run of Billing on Munsoft and Sebata.  Implementation of SCOA  Implementation of Munsoft Bank Reconciliation Module  Training of staff on activated modules.  Implementation of Fleet Management Module  Implementation of Job costing Module  Training of staff. | Billing running live monthly but interphase between the two systems being done with a journal | N | 875 000 | 362 177 | Service provider still working on a solution for seamless migration  Bank reconciliation Module still under development  Fleet Management Module not available currently on Munsoft | Implement after new version rollout |  |  |
| 11.6.2.4.3 | Reduced number of errors on the financial management | Maintenance of Financial Management System |  | Maintained Financial Information system | % of parameters and vote structures maintained | R0.00 | R0.00 | 100% | 50% | 50% | Maintenance of system parameters and Vote creation in terms of SCOA | Votes are created in line with Mscoa requirements | y | R0.00 |  | None | None | Vote Master file |  |
| 11.6.2.4.4 | Approved Access control forms for users | Maintenance of Financial Management System |  |  | % of access control forms approved | R0.00 | R0.00 | 100% | 50% | 50% | Create users in line with the approved access control forms | All users were created in line with signed access forms | Y | R0.00 |  | None | None | User Access forms |  |
| 11.6.2.4.5 | Roles and responsibilities reviewed and signed by supervisors and approved by ICT Manager | Review and enforcement of Roles and Responsibilities |  | Financial Management System support and maintenance | Roles and responsibilities reviewed for all business systems (VIP, Munsoft, Sebata, Action It) | R0.00 | N/A | 4 | 2 | 2 | First review report of Roles and Responsibilities  Second review report of Roles and Responsibilities | Roles and responsibilities were reviewed | Y | R0.00 |  | None | None | Q2 Review |  |
| 11.6.2.4.6 | Timeously and accurate presentation of reports | Maintenance of accurate state of business systems |  | Maintenance of Financial Management System | Number of Reports sent to management | R0.00 | N/A | 12 | 6 | 6 | Ensure System Controls are in balance at all times | System controls reviewed, unauthorised transactions deleted and daily posting from modules to General Ledger performed | Y | R0.00 |  | None | None | Trial Balance  General ledger |  |
| 11.6.2.4.7 | Updated and renewed SLA | Annual renewal of Licences |  | Coordinate payment of support fees | % of support fees paid. | R10000000 | 1 4000 044242 | 100% | 50% | 50% | Co-ordinate AND Monitor Monthly Support | All incidents logged and followed uptill log is closed  Monthly support fees paid | Y | R500000 | R 406100 | None | None | Support Logs  POP |  |
| 11.6.2.4.8 | Resolve all user error, incident and challenges within no time | Incident Management Monitoring System |  | Review and enforcement of Roles and Responsibilities | % of calls or reports logged for financial management system | R0.00 | R0.00 | 100% | 50% | 50% | Development of BTO Incident Management procedure aligned with the Helpdesk System | Achieved Munsoft Sysaid being used to log calls | Y | R0.00 |  | None | None | Incident Report |  |
| 11.6.2.4.9 | Ensure that financial system is Balanced, reconciled and Closed timeously | Month-end Procedure |  | Ensure Month-end are done timeously and accurately by the 2nd working day of the month | Number of Month ends performed | R0.00 | R0.00 | 12 | 6 | 6 | Co-ordinate and Ensure all module transactions are updated to the General Ledger | Month-ends are done on time for S71 Reports, however not by the 2nd working day but by the 5th | Y | R0.00 |  | None | None | General Ledger  Trial Balance |  |

##### KPI Analysis

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Total Number of Target | Achieved | % Achieved | Not Achieved | % Not Achieved |
| *9* | *8* | *100%* | *1* | *0%* |

*General Expenditure Midterm*

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| SDBIP Number | Output | IDP Project | IDP Ref | Strategic Objective | KPI | Total Budget | Vote No. | Annual Target | MIDTERM Target | MIDTERM Actual | MIDTERM  Activities | MIDTERM  Activity Achieved | Achieved (Y/N) | MIDTERM Budget | MIDTERM Expense | Reason for Variance | Corrective Action | POE | POE Submitted (Y/N) |
| 11.6.1.1.1 | Timely and accurate payment of Salaries. | Payroll Management | D2 | Improve expenditure management and controls | Number of payroll calendar | R0.00 | N/A | 2 | 1 | 1 | Develop Payroll Calendar for July - December | Payroll Calendar was developed up to December 2016 | Y | R0.00 | R0.00 | None | None | Payroll Calendar |  |
|  | Payroll reconciliations. | Payroll Management | D2 | Improve expenditure management and controls | Number of payroll runs processed. | R0.00 | N/A | 24 | 12 | 12 | Salaries released by 15th and 25th of each month | Salaries are paid on the 15th and the 25th of the month for Councillors and Officials retrospectively for Q1 & Q2 | Y | R0.00 | R0.00 | As much as salaries are released on time, overtime need to be worked due to system challenges because of the server being loaded during working hours | IT and VIP Payroll to assist with diagnosing the problem and resolve to reduce overtime and pressure for BTO | Bank Statements |  |
|  | Payroll reconciliations. | Payroll Management | D2 | Improve expenditure management and controls | Number of reconciliations performed | R0.00 | N/A | 14 | 7 | 7 | Perform payroll reconciliations  Perform payroll reconciliations  Submission of provisional EMP reconciliation to SARS | Payroll Reconciliation are prepared on a monthly basis  Emp501 was submitted to SARS on time. | Y | R0.00 | R0.00 | None  None | None  None | Payroll Reconciliations  EMP501 |  |
|  | Timely payment of 3rd parties. | Payroll Management | D2 | Improve expenditure management and controls | % of 3rd party payments made on time | R0.00 | N/A | 100% | 100% | 100% | Payment of 3rd parties by 7th of each month  Payment of 3rd parties by 7th of each month | 3rd party payments are paid before the 7th of the month | Y | R0.00 | R0.00 | None | None | Bank Statements |  |
| 11.6.1.1.2 | Timely and accurate payment of creditors | Creditors Management | D2 | Improve expenditure management and controls | % of Creditors paid within 30 days from receipt of invoice. | R0.00 | N/A | 100% | 100% | 70% | Payments processed within 30 days of receipt of invoice | Payments are made on the 15th and 30th of the month, 70 % of invoices is paid within 30 days. | N | R0.00 | R0.00 | Delay in submission of invoices from departments resulting in delay of 30 day payments terms.  Late submission of payments by SCM and user departments  SCM and user departments not adhering to the payment calendar. | SCM and user department must adhere to payment calendar.  Outstanding payments from creditors reconciliation must be attended to. | Creditors Reconciliation |  |
|  | Timely and accurate payment of creditors | Creditors Management | D2 | Improve expenditure management and controls | Number of monthly reconciliations performed | R0.00 | N/A | 12 | 6 | 0 | Perform Creditors monthly reconciliations. | Creditors Reconciliations are not performed on a monthly basis | N | R0.00 | R0.00 | Creditors Reconciliations are not done due to MSCOA challenges | Munsoft must assist us with the reports to perform creditors’ reconciliation Perform creditors’ recon. On monthly basis. To address backlog by end of January | Creditors reconciliation  Creditors age analysis  Withdrawal Report |  |
|  | Timely and accurate payment of creditors | Creditors Management | D2 | Improve expenditure management and controls | Number of Quarterly reports on withdrawal performed | R0.00 | N/A | 4 | 2 | 2 | Prepare quarterly withdrawal report | Withdrawal report is done on a quarterly basis and is up to date | Y | r0.00 | R0.00 | None | None | Withdrawal Report |  |
|  | Timely and accurate payment of creditors | Creditors Management | D2 | Improve expenditure management and controls | Quarterly report of Credit note processed | R0.00 | N/A | 4 | 2 | 0 | Prepare report on credit notes | No credit notes have been processed due to delay in creditors’ recon | N | R0.00 | R0.00  Rr0.00 | Challenges experienced during mScoa implementation | Perform creditors recon on a monthly basis to identify errors on time | Credit note report |  |
| 11.6.1.1.3 | Ensure fully implemented Vat controls and recovery. | VAT Recovery | E2 | Strengthen Governance and reduce risk and to maximise VAT collection | Number of VAT returns submitted monthly. | R6 125 569.00 | 140044125 | 24 | 12 | 12 | Perform and submit VAT returns by 25th of the month to SARS  Perform monthly VAT reconciliations. | Vat is submitted to SARS on a monthly basis before the 25th of the month.  Vat reconciliations are performed on a monthly basis | y | R3 062 784.00 | R5 980 124 .70 | None  None | None  None | VAT 201 Form  VAT reconciliations  SARS Statement |  |

##### KPI Analysis

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Total Number of Target | Achieved | % Achieved | Not Achieved | % Not Achieved |
| *9* | *6* | *67%* | *3* | *33%* |

*Project Expenditure*

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| ***SDBIP Number*** | ***Output*** | ***IDP Project*** | ***IDP Ref*** | ***Strategic Objective*** | ***KPI*** | ***Total Budget*** | ***Vote No.*** | ***Annual Target*** | ***MIDTERM Target*** | ***MIDTERM Actual*** | ***MIDTERM***  ***Activities*** | ***MIDTERM***  ***Activity Achieved*** | ***Achieved (Y/N)*** | ***MIDTERM Budget*** | ***MIDTERM Expense*** | ***Reason for Variance*** | ***Corrective Action*** | ***POE*** | ***POE Submitted (Y/N)*** |
| 11.6.1.2.1 | Timely and accurate payment of creditors. | Capital Project Expenditure Management and Reporting | *D2* | Improve expenditure management and controls | % of Creditors paid within 30 days from receipt of invoice | R0.00n | N/A | 100% | 50% | 45% | Payments processed within 30 days of receipt of invoice  Payments processed within 30 days of receipt of invoice | 90% achieved as some payments were not paid within 30 days. | N | R0.0 | 0% | Non adherence to projected Cash Flow per projects causing shortage on funds  Under Budgeting for projects causing virements  Variation orders which are not talling to the business plan  Retention not budgeted for  Outstanding funds not transferred by DBSA /Loan and Human Settlement | Spending as per the projected cash flow and budget.  Credible budget be drafted at all timed. Minimise virements for urgent projects and when there is a saving Variation orders be aligned to the business plan.  Make a clear plan for retentions and include on the budget  Make follow up on outstanding Loans and Grants | Creditors Listing and Age Analysis  Creditors Statement |  |
|  |  | Capital Project Expenditure Management and Reporting | *D2* | Improve expenditure management and controls | No of Fruitless and wasteful expenditure report | R0.00 | N/A | 4 | 2 | 1 | Fruitless and wasteful expenditure report (Quarterly) | Report for Fruitless and Wasteful Expenditure prepared Quarterly | N | R.00 | 0% | Eskom invoices not received on time and resulting to interest charged | Visiting Eskom offices for accounts reconciliations can reduce the problems encounter and explore debit order option | Fruitful and Wasteful Expenditure Register (Quarterly) |  |
|  | Timely and accurate Expenditure reports | Capital Project Expenditure Management and Reporting | *D2* | Improve expenditure management and controls | % of Expenditure reports performed and submitted. | R0.00 | N/A | 12% | 6 | 6 | Perform Monthly reconciliations.  Perform and submit capital project monthly reports by the 4th and 7th of each month. | Monthly reconciliations partially complete.  Monthly reports submitted to Provincial monthly | Y | R0.00 |  | Challenges with Financial system not closed on 30th of each month and reports are due on the 4th and 7th | Improvement on financial system closure dates | MIG  WSOG  EPWP  RBIG  Human Settlement.  Rams Reports  Expenditure recon |  |
|  |  | Capital Project Expenditure Management and Reporting | *D2* | Improve expenditure management and controls | Number of monthly reconciliations performed | R0.00 | N/A | 12 | 6 | 3 | Perform Creditors monthly reconciliations.  Perform Capital Votes Recon  Quarterly report of Credit note processed | 30% achieved as there are delays in getting statements from service providers  Partially achieved due to system changes  Credit note not yet processed | N | R0.00 |  | Capital project service providers makes it difficult to send statements as the certificate normally shows the amount paid and owed to date. | Request statements to allow us to perform creditor’s recons.  Capital recons to be performed by end of January. | Creditors’ statements to sub-ledger Recons.  Recons reports.  Capital Vote  Creditors age analysis report  Quarterly Report -Credit Note |  |
|  | Timely and accurate payment of EPWP Wages | Payroll Management | *D2* | Improve expenditure management and controls | No of EPWP Run | R0.00 | N/A | 12 | 6 | 6 | EPWP Wages released by 25th of each month.  Submit report and reconciliations on a monthly basis | EPWP paid on the 25th even though there | Y | R0.00 |  | Late submission of payments by EPWP coordinator for approval by Senior managers  EPWP Co-ordinator not always available. | EPWP co -ordinator to timeously submit payments for approval by Senior managers and Submitting to BTO two days before for FNB authorisation.  Ensure that any changes are discussed before implementation. | EPWP monthly Reports |  |
| 11.6.1.2.3 | Timely and accurate accounting and recording of project expenditure. | Capital Project Management Accounting | *D2* | Improve expenditure management and controls | % of project files updated. | R0.00 | N/A | 50% | 40% |  | Monthly Updating of project files.  Monthly update and reconciliation of retentions register.  Quarterly reconciliation and updating Capital Commitments schedule.  Annual reconciliation of Work- in-progress (WIP) | 90% achieved as retentions reconciliations are updated monthly  WIP 40% achieved as consultants  are fully involved and not transferring any skills  Commitment register 100% achieved | Y | N/A | 0% | Supporting documents not received from project managers and service provides for some old projects.  Required to correct errors done by consultants for work we are able to perform  None as retentions are updated monthly  None as WIP is done annually | Arrange meeting with the IDMS manager  Improve access control to the store room without approval and procure a filling cabinet.  None as retentions are updated monthly  None as WIP is done annually  None as its done annually | Project files.  Retentions register.  Capital vote reconciliations  WIP schedule.  Commitment Register |  |

##### KPI Analysis

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Total Number of Target | Achieved | % Achieved | Not Achieved | % Not Achieved |
| *6* | *3* | *50%* | *3* | *50%* |

*SCM*

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| SDBIP Number | Output | IDP Project | IDP Ref | Strategic Objective | KPI | Total Budget | Vote No. | Annual Target | Mid Term Target | Mid Term Actual | Midterm  Activities | Mid Term  Activity Achieved | Achieved (Y/N) | Midterm Budget | Midterm Expense | Reason for Variance | Corrective Action | POE | POE Submitted (Y/N) |
| *11.6.2.2.1* | Updated Contracts Register.  Signed SLA’s. | Contract Management | *A2* | Optimise systems, administration and operating procedures | Number of Contracts Register | *R 200 000.00* | *14000 44326 044326* | *4* | *2* | *2* | Quarterly Updating of contracts register. | Contract Register Updated | *Y* | *R200 000* | *0* | No Invoiced have been submitted for payment from the Nyalambisa Financial Services | Payment will been made during third quarter | Contracts Register. |  |
|  | Updated Contracts Register.  Signed SLA’s. | Contract Management | *A2* | Optimise systems, administration and operating procedures | % of SLA’s updated. | *R 0.00* | *N/A* | *100%* | *100%* | *0%* | Signing of SLA’s. | Appointment letters have been issued | *N* | *R0.00* |  | Due to AG on site no SLA’S have been signed | Appointment letters will be signed during third quarter | Signed SLA |  |
|  | Updated Contracts Register.  Signed SLA’s. | Contract Management | *A2* | Optimise systems, administration and operating procedures | No. of Performance Contract Register | *R 0.00* | *N/A* | *4* | *2* | *2* | Quarterly report on performance of contractors. | Achieved | *Y* | *R 0.00* |  |  |  | Quarterly performance reports of contractors. |  |
| *11.6.2.2.2* | BID Committee recommendation for the appointment of Service providers | Sitting of BID Committees | *A3* | Increase performance and efficiency levels | % of bids awarded within 90 days | *R 0.00* | *N/A* | *100%* | *100%* | *100%* | Sitting of bids within 90 days | Achieved | *Y* | *R0.00* |  |  |  | Advert, bid adjudication minutes |  |
|  | BID Committee recommendation for the appointment of Service providers | Sitting of BID Committees | *A3* | Increase performance and efficiency levels | Number of Bid Trainings to be conducted | *R 250 000.00* | *14000 44333* | *2* | *1* | *0* | Training of all bid committees | Not achieved | *N* | *R150000* |  | Due to AG on site no training of committee have been conducted | Training will be done during the third quarter | Attendance Register, bid committee training attended, |  |
| *11.6.2.2.3* | Approved procurement plans. | Annual procurement plan | *D3* | Maximise economies of scale and value for money by complying with SCM policies. | Number of procurement plans approved. | *R0.00* | *N/A* | *1* | *1* | *1* | Consolidate procurement plan.  Quarterly report on implementation of procurement plan.  Monthly reminders to departments. | Achieved | *Y* | *R0.00* |  | The budget was loaded late by the MSCOA | Some of the projects have been done late and not as per procurement plan | Consolidated procurement plan.  Quarterly reports. |  |
| *11.6.2.2.4* |  | Implementation of Supply Chain Management Policy | *D3* | Maximise economies of scale and value for money by complying with SCM policies. | No of SCM Deviations from SCM policy | *R0.00* | *N/A* | *12* | *6* | *6* | Monthly Valid deviations reports from SCM policy | Achieved | *Y* | *0* |  |  |  | Deviation register |  |
| *11.6.2.2.5* | Supplier Database updated | Supplier Database Management | *D3* | Maximise economies of scale and value for money by complying with SCM policies. | % of supplier database updated on verification of suppliers and deviation | *R 250 000.00* | *14000* | *100%* | *100%* | *100%* | Update supplier database  Advertise Supplier Database registration | Achieved | *Y* | *R 250 000.00* |  |  |  | supplier database report |  |
| *11.6.2.2.6* | Timely and accurate Implementation of Council Approved SCM Policy and Reports | Implementation of Supply Chain Management Policy |  | Supply Chain Management reports | Number of SCM report produced on a monthly and Quarterly report | *R 0.00* | *N/a* | *12* | *6* | *6* | Prepare Quarterly reports on:  Irregular Exp, Pending order, long Term Contract, Quotation Report, and 7day Notice Report | Achieved | *Y* | *R0.00* |  | Due to installation of MSCOA the system was not full working for the past three months. | July t0 September reports have been completed and up to date | Irregular Exp., Pending order  Long Term Contract Quotation Report  7day Notice Report |  |
| *11.6.2.2.7* | Reviewed SOP, BTO delegations and fully fledged contract management unit | BTO SOP`s delegations and contract management |  | To optimise systems administration and operating procedures | % SOP`s delegations and contract management developed | *R200 000.00* | *14000 44326* | *100%* | *100%* | *100%* | Development of contract management unit ,Review and updated SOP and delegation framework  Presentation of first draft report | Achieved | *Y* | *R100 000.00* | *R 99 000.00* |  |  | Approved SOP manual  Delegations Framework  Contract management manual |  |

##### KPI Analysis

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Total Number of Target | Achieved | % Achieved | Not Achieved | % Not Achieved |
| ***10*** | ***8*** | ***80%*** | ***2*** | ***20%*** |

*Revenue Management Midterm*

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| ***SDBIP Number*** | Output | IDP Project | ***IDP Ref*** | Strategic Objective | KPI | ***Total Budget*** | ***Vote No.*** | ***Annual Target*** | ***MIDTERM Target*** | ***MIDTERM Actual*** | MIDTERM  Activities | MIDTERM  Activity Achieved | ***Achieved (Y/N)*** | ***MIDTERM Budget*** | ***MIDTERM Expense*** | Reason for Variance | Corrective Action | POE | ***POE Submitted (Y/N)*** |
| 11.6.2.1.1 | Allocation of free basic services to qualifying consumers on a monthly basis. | Indigent Support | B1 | Implement Indigent policy | % of approved indigent debtors billed with allocation of free basic water and sanitation | R0.00 | N/A | 100% | 50% | 50% | Timeous allocation of free basic services to  qualifying applicants.  Update financial system with qualifying indigent consumers.  Extract Monthly report of indigent consumers.  Timeous allocation of free basic services to  qualifying applicants  Update financial system with qualifying indigent consumers.  Extract Monthly report of indigent consumers. | Achieved-No Customers residing in town qualified to free basic services.  Achieved-No residential Customers qualified to free basic services.  Achieved-No Customers qualified to free basic services | Y | R0.00 | R0.00 | Most residential Customers have flats in their yards and that is the contributing factor not qualifying to free basic services.  Most Residential Customers have flats in their yards and that is the contributing factor not qualifying to free basic services.  Most Residential Customers have flats in the yards that is the contributing factor not qualifying to free basic services. | Conduct Awareness campaign and encourage Customers to register for free basic services.  Conduct Awareness Campaign and encourage Customers to register for free basic services.  Conduct Awareness Campaign and encourage Customers to register for free basic services. | N/A |  |
| 11.6.2.1.2 | Ensure that the municipality is financial viable | Revenue enhancement strategies |  | Implement revenue enhancement strategies | % Revenue collection rate as measured in accordance with the MSA performance Regulations | R 4 900 000.00 | 14000 44091/1400044324/50400 111 | 100% | 50% | 50% | Perform Monthly Revenue Report, Sec 71 Reports,  Implement revenue enhancement programs.  Refurbish offices | Achieved-Revenue reports are done and transactions that contribute to section 71 are captured to Accounting systems.  Achieved-Prepaid Meters are installed to Cedarville, Matatiel and Maluti.  Reconciliations of Billing to Valuation rolls are done.  Achieved-Cedarville office was refurbished and currently the municipality are in a process of refurbishing Mount Frere offices. | Y | R2 000 000.00 | R 50,249.76 | Advert for refurbishment of offices has been prepared and is going to be submitted to Supply Chain Management unit before or by the end of the month. | Advert for refurbishment of offices has been prepared and is going to be submitted to Supply Chain Management unit before or by the end of the month. | Revenue Management report.  Reports of Customers billed under prepaid sales  Report for Cedarville pay point. |  |
| 11.6.2.1.3 | Accurate and  timeous monthly  billing before  the 7th of every  Month. | Consumer management and billing |  | Billing customers and sending of statement on time | Number of accounts billed and meters read | R0.00 | N/A | 12 months | 6 | 6 | Undertake reading of  4 715 meters monthly  Undertake reading of 4 715 meters monthly  Download readings and print exception reports monthly.  Download readings and print exception reports monthly.  Refer faulty meters and leaks to IDMS  Refer faulty meters and leaks to IDMS | Achieved –Meters are read from the 15-25 of every month  Achieved-Readings are downloaded from Meter men to the server  Achieved Register of Faulty Meters are sent to IDMS on a monthly basis. | Y | R0.00 | 10472 | The number of must based on the number of Meters on the ground  Obstruction /Faulty Meters are not attended timeously. | The number of must be adjusted downward to the total of 13374 for six months.  Obstruction & Faulty Meters must be attended timeously. | Meter Reading Report.  Deviation Report  Register of Faulty or Obstruction Meters |  |
| 11.6.2.1.4 | Accurate and  timeous monthly  billing before  the 7th of every  Month. | Consumer management and billing |  | Implement credit control policy, GRAP104,9 and sec 64 of the MFMA | Rand value of billing | R27 500 000.00 | 1440017010 & 140017009 | 7 731 | 3490 | 3490 | .  Perform Billing and  send  Statements to consumers  Perform Billing and  send  Statements to consumers | Achieved-Month end are done before the seven of every month and statement are sent before the 11th of every month. | Y | R16 600 000.00 | R 12,457,213.46 | The Budget is not based to anticipated Revenue to be collected. | The Budget must be adjusted downwards because is not based to anticipated Revenue to be collected. | Billing Report and Age Analysis Report. |  |
| 11.6.2.1.5 | Improved collection ratio and reduction of debtors book by 15% | Consumer Management |  |  | Revenue management Reconciliations | R0.00 | N/A | 24 | 12 | 12 | Refer non-paying consumers to IDMS for restriction and disconnections  Refer non-paying consumers to IDMS for restriction and disconnections  Perform Monthly debtors recons  Perform Monthly votes recons  Perform Monthly debtors recons  Perform Monthly votes recons  Perform Monthly reports on revenue collection.  Perform Monthly reports on revenue collection.  Implementation of credit control and debt management policy.  Implementation of credit control and debt management policy. | Partially-Achieved –Lack of staff  Achieved-Debtors are reconciled on a monthly basis  Achieved-Reports to COGHTA, standing Committee are prepared on a monthly basis and submitted,  Partially-Achieved –Lack of staff | Y | R.00 | R0.00 | Personnel working for the section was suspended long time ago.  Personnel working for the section was suspended long time ago. | The position of Senior Accountant Credit Control must be filled with immediate effect.  The position of Senior Accountant must be filled with immediate effect. | List of Customers that were contacted about their debts.  Debtor Reconciliation  Revenue Management Reports  List of customers with contact details. |  |
| 11.6.2.1.6 | Updated Customer data | Consumer data cleansing |  | Promote Accurate billing | % of Customer information updated. | R500 000.00 | 14000 44091 | 100% |  |  | Update customer information.  Reconcile billing system and valuation roll.  Update customer information.  Reconcile billing system and valuation roll. | Achieved-Customer data are updated for Cedarville, Matatiel and Maluti and for other areas reconciliation of Valuation against Billing system are performed. | Y | R0.00 | R0.00 | The advert is going to be done and submitted to Supply Chain Management unit | The Budgeted amount is very small last year the actual expenditure incurred was R1, 200, 000.00. Therefore an additional amount of R1000,000.00 | Application forms/Reconciliation Billing vs Valuation rolls |  |
| 11.6.2.1.7 | Identify discrepancies between bank and Cashbook on time | Cash management and Investment | E2 | Increase revenue collection | % of daily banking processed | R0.00 | N/A | 100% |  |  | Banking all cash collected daily.  Banking all cash collected daily. | Cash are dropped in the safe on daily basis  And is automated the bank. | Y | R0.00 | R0.00 | N/A | N/A | Daily Cash lists/Drops |  |
|  | Revenue received from grants, investments made and subsidies |  |  | Collect municipal funds on time | % of grants received, updated and reconciled | R0.00 | N/A | 12 | 6 | 6 | Perform Report on grants received vs DORA allocation and variance report  Perform Report on grants received vs DORA allocation and variance report | Achieved –all grants are recorded to the correct liability vote and transferred to the correct vote. | Y | R0.00 | R0.00 | N/A | Role overs must be submitted on time to National Treasury for | Liability Register,Acknowledgement letter |  |
|  |  |  |  |  | No of grants register updated and reconciled to DORA | R0.00 | N/A | 12 | 6 | 6 | Update grants income register monthly.  Update grants income register monthly. | Achieved –Grant | Y | R0.00 | R0.00 | N/A | N/A | Grant Register/Register of Income Received |  |
| 11.6.2.1.8 | Ensure that the municipality if financial viable | Cash management and Investment |  | Strengthen Governance and reduce risk | No. of bank reconciliations performed | R0.00 | N/A | 12 | 6 | 6 | Perform monthly bank reconciliations  Perform monthly bank reconciliations | Achieved-Bank reconciliation are performed on a monthly basis | Y | R0.00 | R0.00 | N/A | N/A | Bank Reconciliation |  |
|  | Updated Investment Register |  |  | Effective and efficient Cash management | No. investment register updated and reconciled | R0.00 | N/A | 12 | 6 | 6 | Update and reconcile investment register monthly  Update and reconcile investment register monthly. | Achieved-Interest Register | Y | R0.00 | R0.00 | N/A  N/A | N/A  N/A | Investment Register, Reconciliations and Procedures. |  |
|  | Updated interest register |  |  | Maintain favourable cash and bank management | No. of updated interest register | R0.00 | N/A | 12 | 6 | 6 | Update and perform monthly reconciliation interest register  Update interest register on a monthly basis and perform reconciliations | Achieved –Register of Interest agrees with the Bank statement and General ledger. | Y | R0.00 | R0.00 | N/A | N/A | Schedule of Interest received. |  |

KPI Analysis

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Total Number of Target | Achieved | % Achieved | Not Achieved | % Not Achieved |
| *12* | *12* | *100%* | *0* | *0%* |

*Past Year Challenges*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| No | Responsible Department | IDP Project | Achievements | Challenges | Solutions |
|  | Budget and Reporting | Follow up and resolve audit queries. | Partially Achieved,  Not all audit queries have been resolved on time | Delays in the submission of supporting information to resolve queries. | The non-resolve issues will be included in the audit action plan and implementation is imperative to improve audit opinion from Qualified to Unqualified Audit Opinion.  Sitting of Audit Steering Committee; HOD’s to report on progress in MANCO Meetings; Internal Audit to monitor implementation. |
|  | Budget and Reporting | mSCOA Rollout | The municipality opted for early adoption of mSCOA rollout | Provincial Treasury has not conducted the training yet  Some of the modules like payroll and Billing is not fully implemented | Provincial treasury to conduct trainings for proper implementation of mSCOA  The VIP Payroll and Billing to be aligned with mSCOA requirements before May 2017 |
|  | Budget and Reporting | Preparation of AFS and submission to AG | The AFS were prepared and submitted to AG in time. | Although there were major misstatements due to the interruptions in the implementation of the AFS plan. The AFS were revised ‘during the audit.  Mid-term financial have not been produced to prepare for the year end  Misstatement not addressed on time | A service provider to assist the Municipality in developing a comprehensive plan to address all the issues and components of the audit outcomes  Prepare midterm AFS and review  Address misstatement before April 2017 to allow Auditor General to audit before year end  Conduct training for Caseware to assist in producing financial in-house |
|  | Supply Chain Management | Implementation of Supply Chain Management Policy. | Partially Achieved  Deviation report is compiled on a quarterly bases | Poor planning resulting in deviations from SCM policy.  Non-compliance with procurement plan  Non-compliance with SCM Policy resulting to deviations | Advertise and Appoint Term Tenders for sole service providers.  Ensure full adherence to procurement plan target dates and also comply with SCM Policy  The deviation reports are being compiled on quarterly bases but no investigations have taken place as per the Municipal Public Accounting Committee |
|  | Supply Chain Management | Contract Management | The issue of work in progress remain a challenge even the audit has vast of issues raised for projects not completed on time, non-performing Service Providers (SP’s) not charged penalties and extension of Contract now and then | No contract management unit in place to monitor the processes. Non-compliance with SLAs and Contracts.  Multi Year projects not completed on time and poor contract management | ANDM must have a fully-fledged contract management unit in order to evaluate the information |
|  | Revenue Management | Revenue Collection and Debt management | Manage to collect 58 % | Shortage of Staff-position of Senior Accountant Credit control is not filled. | Prioritise Revenue vacancies without Revenue raising the organisation is going down |
|  | Revenue Management | Consumer data cleansing-Consumer Management | When we come in contact with Customer they fill application forms. All Prepaid Customers fill application forms.  Achieved-Meters are read from the15th-25th of every month and Billing system is closed before the 7th of every month. | Shortage of staff  -Senior Accountant Credit Control and Accountant positions are vacant.  The Service provider brought information that is not assisting. | Prioritise Revenue vacancies to allow the municipality to raise and collect its revenue on time  Community outreach and other source of communication be utilised to communicate this project to all communities.  The revenue to perform reconciliation between billing system, data collected to date as well valuation roll information |
|  | Revenue Management | Cash management and Investment | Attend all prior year issues raised by.  Clear reconciling items to Reconciling items to Cash and Cash equivalent.  All Investment procedures agrees to the GL and Bank statements | Staff Shortage-Absence of supervisors to Cashiers and this can lead Rolling of cash.  No isolation of responsibilities. | Fill all vacant positions for effectiveness of internal controls. |
|  | Revenue Management | Indigent Household | Achieved-No Customer qualified to Indigent application | No list of qualifying indigents was submitted to the Billing Unit. | Indigent management unit within IDMS to submit a verified and approved list of indigents for inclusion in billing data-base. |
|  | Expenditure Management | Vat Recovery | Achieved | None | None |
|  | Projects Expenditure | Capital Project Management Accounting | Managed to attend to the Queries of the prior year with regards to Retentions  MIG and EPWP reports to done on time manually.  Project files provided to AG | Creditors not paid within 30 days  Non – financial information for previous years still outstanding  The loan agreement between the Municipality and DBSA expired and this negatively affected the cash flow  Delays in transferring funds from NT and DWA  Delays in system closure which affects performance of reconciliations  Late approval of statutory report  Use of consultants leading to errors for commitment and WIP register that are expected to be fixed by our unit.  Shortage of staff | Invoices to be submitted on time with all the attachments required.  Effective Contract management  Facilitate engagements with NT and DBSA to finalise the new agreement  Prioritisation of reports when sent for approval by the signature  Fast tracking the appointment of the Financial Systems Assistant Manager  Do away with consultants or advise for skill transfer  Appoint more staff |
|  | Asset Management | Inventory Management | Not Achieved | Stores module not fully running at remote sites.  Purchase of stock items without following SCM procedures. | Facilitate access to the network for all stores.  Departments to procure material following SCM processes |
|  | Asset Management | Management of Long-term Liabilities | All payments are made within time and no penalties were incurred. | None | None |
|  | Asset Management | Safeguarding and maintenance of assets | Assets are verified on a quarterly basis.  Municipal Assets are insured and maintained | Infrastructure Assets are not labelled and that makes it difficult for those without coordinates on the register to be identified.  The Municipality has no maintenance plan and asset replacement plan | All infrastructure assets at ground level to be labelled  To facilitate drafting of the asset maintenance plan by IDMS |
|  | Financial Information System Management | Implement Financial Management System | Implemented Munsoft Financial information System  Training had been successfully done  Staff were able to work in live environment | Assistant Manager Systems posted was scheduled to move to ICT leaving a GAP in BTO  Contract of Assistant Manager Systems support ends June 2015.  No clear plan to fill this position and new system had just been implemented.  Only one staff member in that section, personnel shortage (lack of capacity) | BTO needs to have their own Assistant Manager :Financial Information Systems |
|  | Financial Information System Management | Maintenance of Financial Management System | Munsoft successfully implemented  Month ends done timeously  Reports available and submitted on time | N/T is still piloting the mSCOA project on identified municipalities.  No capacity in system support section to roll-out mSCOA | Develop a road-map for early adoption.  Establish a Steering Committee.  Extend NT adviser with regards to mSCOA |