

# LIMPOPO PROVINCE

## MUNICIPAL BACK TO BASICS SECOND QUARTER/MID-YEAR REPORT

2020/2021

### BLOUBERG LOCAL MUNICIPALITY



**B·B**  
**BACK TO BASICS**  
SERVING OUR COMMUNITIES BETTER

Back to Basics  
Serving Our Communities Better!

- Putting people first and engaging with communities
- Delivering basic services
- Good governance
- Sound financial management
- Building capabilities

Documents on the Back to Basics can be found here: <http://www.cogta.gov.za/summit2014/>



A collage of four small images: a person in a yellow jacket working outdoors, a person holding a baby, a person in an orange uniform, and a group of people in blue uniforms.

NO	Key focus area	Baseline/ Status	KPI for reporting	Expected Output	Quarterly Targets				Timeframes	Responsibility
					Quarter 2	Progress to date	Reason for variance	Measures to be taken		
1	PUTTING PEOPLE FIRST									
1.1	Public Participation/ community engagement	Community Engagement sessions	Number of public participation/feed back meetings held	4 public participation meetings held (one per quarter)	01	No public Participation meetings held during the quarter under review as per COVID-19 regulations	COVID-19 regulations	Wait until COVID-19 has subsided	Quarterly	Corporate services
			Number of Imbizos held	4 Imbizos held per annum	01	No public Imbizo meetings held during the quarter under review as per COVID-19 regulations	COVID-19 regulations	Consider that visual measures of public engagement	Quarterly	Corporate services
			Number of issued raised & resolved during imbizos	100 % Resolve all issues raised	100%	No Issues raised and resolved	No issues raised	Consider that visual measures of public engagement	Quarterly	Corporate services
1.2	Communication	Communication strategy	Communication strategy in place	One Communication strategy reviewed and implemented	N/A	N/A	N/A	N/A	30 June 2021	MM' Office
			Number of communication events held	4 communication events held (one per quarter)	01 Communication event	No communication event held for the quarter under review	COVID-19 regulations	Consider that visual measures of public engagement	Quarterly	MM' Office
1.3	Strengthening community representatives	Community meetings	Number of ward committee meetings held	12 ward committees meetings held	22 ward committees meetings held	22 ward committees meetings held	N/A	N/A	Quarterly	Corporate services

NO	Key focus area	Baseline/ Status	KPI for reporting	Expected Output	Quarterly Targets				Timeframes	Responsibility
					Quarter 2	Progress to date	Reason for variance	Measures to be taken		
			Number of ward committee reports submitted to speakers office	04 Reports submitted to the speaker's office per quarter	01	Ward Committee reports submitted to Office of the Speaker	N/A	N/A	Quarterly	Corporate services
1.4	Batho Pele Service Standards Framework for Local Government	Batho Pele committee	Established Batho Pele committee in place and functional	Establish Batho Pele committee	N/A	N/A	N/A	N/A	30 June 2021	Corporate services
			Batho Pele service standards approved by council	Develop/review Batho Pele service standards	N/A	N/A	N/A	N/A	30 June 2021	Corporate services
			Number of Batho Pele events held	1 Batho Pele event held	N/A	No event was held due current COVID-19 Regulations	Covid19 regulations	Wait until Covid 19 subsides	30 June 2021	Corporate services
1.5	Customer Care	Customer register	Complaint management system in place	Develop /review Complaint management system	Complaint system developed	Complaints received through letters	N/A	N/A	30 June 2021	Corporate services
			Number of complaints registered and resolved	100 % Resolve all complaints received	100%	100% complaints received attended	N/A	N/A	Quarterly	Corporate services
1.6	Community satisfaction feedback	Complaints register	Number of Community satisfaction surveys conducted	1 Community satisfaction survey conducted	N/A	N/A	N/A	N/A	30 June 2021	Corporate services

NO	Key focus area	Baseline/ Status	KPI for reporting	Expected Output	Quarterly Targets				Timeframes	Responsibility
					Quarter 2	Progress to date	Reason for variance	Measures to be taken		
1.7	Community protest		Number of community protests against the municipality	0 community protests experienced. Issues raised during protests and resolved	100% of issues raised and addressed from community protests.	No issues raised form community protests	N/A	N/A	Quarterly	Corporate services
1.8	Community protest		Areas where the protest has taken place and the nature of protest	100 % Report on areas (hotspots) where the protests has taken place	100% report on where protests took place	No report on the protests for the period under review	N/A	N/A	Quarterly	Corporate services
<b>2</b>										
2.1	MIG Expenditure	MIG Spending	% MIG expenditure reported.	100% of MIG expenditure.	50 % of MIG expenditure	43 % of MIG expenditure	Slow progress on project implementation	Accelerate Spending on MIG	30 June 2021	Technical services
			Number of MIG projects Implemented/completed.	Three MIG projects implemented and progress.	N/A	N/A	N/A	N/A	30 June 2021	Technical services
2.2	Other conditional Grants		% INEP expenditure reported.	100% of INEP expenditure.	50% of INEP expenditure	83% of INEP expenditure.	None	Accelerate spending on INEP	30 June 2021	Technical services
			Number of INEP projects completed.	Seven INEP projects implemented and progress.	Progress report	Progress report developed	N/A	N/A	30 June 2021	Technical services

NO	Key focus area	Baseline/ Status	KPI for reporting	Expected Output	Quarterly Targets				Timeframes	Responsibility
					Quarter 2	Progress to date	Reason for variance	Measures to be taken		
2.3	Maintenance of Infrastructure	Infrastructure	Percentage Budget on Maintenance and operations spent	100% operational and maintenance budget spent.	50 % operational and maintenance budget spent.	55% spent on Maintenance and operational	N/A	N/A	30 June 2021	Technical services
2.4	Electricity	New household extensions	Number of Households with access to electricity	741 Households with access to electricity	N/A	N/A	N/A	N/A	30 June 2021	Technical services
			Number of illegal connection identified	100 % Reduction of illegal electricity connection	Quarterly reports on reduction of illegal electricity connections	Installation of smart prepaid meters	Illegal Connections and lack of staff and budget	Meter Audit and installation of auto re-closers	Quarterly	Technical services
			Number of street lights maintained	100 %Maintenance of street lights	100% Maintenance of street lights	Street lights 100% maintenance street lights	N/A	N/A	Quarterly	Technical services
			Percentage of electricity losses	Reduction of electricity losses by 3%	3 % Reduction of electricity losses	Not Achieved	Lack of budget and shortage of staff	Provide budget for hiring additional personnel and conducting Meter Audit	Quarterly	Technical services
			Number of electricity interruptions	Reduction of electricity interruptions	Report on electricity interruption	No electricity interruptions reported	N/A	N/A	Quarterly	Budget & Treasury

NO	Key focus area	Baseline/ Status	KPI for reporting	Expected Output	Quarterly Targets				Timeframes	Responsibility
					Quarter 2	Progress to date	Reason for variance	Measures to be taken		
			reported and attended		s reported and attended					
2.5	Free basics services	Free basic services	Updated indigent register in place Number of beneficiaries registered to receive Free Basics services	01 Updated indigent register in place	N/A	N/A	N/A	N/A	Ongoing	Budget & Treasury
			Number of beneficiaries received Free Basic electricity	18410 hh provided with FBE	18410 hh provided with FBE	18410 hh provided with FBE	N/A	N/A	Ongoing	Budget & Treasury
			Number of beneficiaries received Free Basic water	1799 hh provided with FBW	Provision of FBW to 1799 households	Provision of FBW to 1799 households	N/A	N/A	Ongoing	Budget & Treasury
			Number of beneficiaries received Free Basic sanitation	1284 provided with FBS	Provision of FBS to 1284 households	Provision of FBS to 1284 households	N/A	N/A	Ongoing	Budget & Treasury
			Number of beneficiaries received Free Basic waste removal	1284 provided with FBWR	Provision of FBWR to 1284 households	Provision of FBWR to 1284 households	N/A	N/A	Ongoing	Technical services
2.6	Roads and Storm water	Backlog of kilometers to	Km of roads upgraded from gravel to tar	4,9 km Road infrastructure Developed and maintained	N/A	N/A	N/A	N/A	30 June 2021	Technical services

NO	Key focus area	Baseline/ Status	KPI for reporting	Expected Output	Quarterly Targets				Timeframes	Responsibility
					Quarter 2	Progress to date	Reason for variance	Measures to be taken		
		be re-gravelled	Number of road km gravelled	35 km of Road infrastructure Developed re-gravelled and maintained	12km road graveled	22 kilometers re-gravelled covering cluster A(Buyswater to SADU), A(Hlako toThabanantlhana) and B(Gideon)	N/A	N/A	30 June 2021	Technical services
			Number of road km bladed	400 km of road bladed and maintained	100km Road bladed	125 kms bladed	Shortage of plant	Procurement of additional graders grader	30 June 2021	Technical services
			Number of roads km maintained	09 Culverts Road infrastructure Developed and maintained	3	03 Culverts installed for the quarter under review	N/A	N/A	30 June 2021	Technical services
			Theft of infrastructure	04 Reports on Theft of infrastructure	Report on theft infrastructure	No reports received for the period under the quarter under review	N/A	N/A	Ongoing	Community services
2.7	Waste Management	Waste collected	Number of household with access to once a week waste collection against the total number of households	95% weekly waste collection from households	Report on household collection	Report on household connections developed	N/A	N/A	Quarterly	Community services
			Number of households with extended waste collection in rural areas against total households	75% weekly Waste collection extended in rural areas	Report on rural waste collection	Report on rural waste collection developed	N/A	N/A	Quarterly	Community services

NO	Key focus area	Baseline/ Status	KPI for reporting	Expected Output	Quarterly Targets				Timeframes	Responsibility
					Quarter 2	Progress to date	Reason for variance	Measures to be taken		
			Number of licensed land fill site	Landfill site operated in line with waste management act	100% Landfill site operated in line with waste management act	Developed report on 100% Landfill site operated in line with waste management act	N/A	N/A	30 June 2021	N/A
2.8	Human Settlements	Beneficiary list	Housing beneficiary list in place	Compilation of Housing beneficiary list	N/A	N/A	N/A	N/A	30 June 2021	N/A
2.9	Water Services management	Water backlog	Number of SLA with WSP signed and implemented	Signed Service Level Agreement	N/A	N/A	N/A	N/A	30 June 2021	N/A
3										



NO	Key focus area	Baseline/ Status	KPI for reporting	Expected Output	Quarterly Targets				Timeframes	Responsibility
					Quarter 2	Progress to date	Reason for variance	Measures to be taken		
3.1	Audit Outcome	Qualified Audit Opinion	AG opinion	Unqualified AG audit opinion	Unqualified AG audit opinion	Audit report not yet released due to revised audit process.	N/A	N/A	30 November 2021	Budget & Treasury
			Submission of AFS and APR to the AG within the legislated time frame	Compile and submit AFS and APR within the legislated time frame	Compile and submit AFS and APR within the legislated time frame	AFS and APR submitted within the legislated time frame	N/A	N/A	31 August 2021	Budget & Treasury
			Number of AG findings resolved	AG action plan developed and implemented.	N/A	N/A	N/A	N/A	30 June 2021	Budget & Treasury
			Section 32 expenditure amount reported.	Compliance with management of MFMA section 32	100 % compliance with regulation MFMA section 32	100% complied with regulation MFMA section 32	N/A	N/A	Quarterly	Budget & Treasury
3.3	Credible budget	Compile a credible budget 2021/22	Credible budget adopted.	Compile a credible budget.	N/A	N/A	N/A	N/A	31 May 2020	Budget & Treasury
			Cashed back budget	Budget cashed back.	N/A	N/A	N/A	N/A	31 May 2021	Budget & Treasury
3.4	Spending on capital budget	Spent Capital Budget	100% capital budget spent( Excluding grants)	100% spending on capital budget	50 % spending on capital budget	55% Spending capital budget	N/A	N/A	30 June 2021	Budget & Treasury

NO	Key focus area	Baseline/ Status	KPI for reporting	Expected Output	Quarterly Targets				Timeframes	Responsibility
					Quarter 2	Progress to date	Reason for variance	Measures to be taken		
3.5	Revenue collection	Revenue collected	Percentage of own revenue collected against the billing	100% of own revenue collected against the billing	50 % of own revenue collected against the billing	51% revenue collected	N/A	N/A	Ongoing	Budget & Treasury
3.6	Payment of creditors	Paid Creditors	Number of creditors paid within 30 days against all invoices	100% payment of creditors on all invoices within 30 days	100% payment of creditors on all invoices within 30 days	N/A	N/A	N/A	Monthly	Budget & Treasury
3.7	Personnel budget	Personnel Budget	Percentage of budget spent on personnel	100% spending of budget spent on personnel	100% spending of budget spent on personnel	100 % Spent on personnel budget for the quarter	N/A	N/A	Ongoing	Budget & Treasury
3.8	Liquidity and cash balances.		% Payments of creditors	100% payments to creditors within 30 days	100% payments to creditors within 30 days	100 % payments made to creditors for the quarter	N/A	N/A	Ongoing	Budget & Treasury
3.9	The extent to which debt is serviced.		% of debt serviced	100% of debt serviced	100% of debt serviced	100% of Debt serviced	N/A	N/A	Ongoing	Budget & Treasury
3.10	Payment of debts by Government Dept		Amount of debt owed by Government Dept	100% payment of Government debt paid	100% payment of Government debt paid	100% payment of Government debt paid	N/A	N/A	Ongoing	Budget & Treasury

NO	Key focus area	Baseline/ Status	KPI for reporting	Expected Output	Quarterly Targets				Timeframes	Responsibility
					Quarter 2	Progress to date	Reason for variance	Measures to be taken		
3.11	Efficiency and functionality of supply chain management and political interference		Number of supply chain committees in place	Establish functional supply chain committees.	N/A	N/A	N/A	N/A	Quarterly	Budget & Treasury
			Number of bids above quotation threshold awarded within 90 days	100 % award of bids within 90 days ( Except quotation threshold)	100% awarding of bids within 90 days ( Except quotation threshold)	100% bids awarded within 90 days Except quotation threshold	N/A	N/A	Ongoing	Corporate services
4										
4.1	Council Stability		Council stability status	One schedule of council meetings developed.	N/A	N/A	N/A	N/A	Ongoing	Corporate services
			Number of ordinary council meetings held	4 Ordinary council meetings held in accordance with the legislation.	01	01 Council Meeting held	N/A	N/A	Quarterly	MM' Office
			Number of special council meetings held	100 % special council meetings held	Report on Special council meetings held	No special council meetings held for the period under review			Quarterly	MM' Office
4.2	Audit/ Performance Audit Committee	Audit Committee	Appointed Audit and Performance	Appoint Audit/ Performance Audit	N/A	N/A	N/A	N/A	Ongoing	MM' Office

NO	Key focus area	Baseline/ Status	KPI for reporting	Expected Output	Quarterly Targets				Timeframes	Responsibility
					Quarter 2	Progress to date	Reason for variance	Measures to be taken		
			Audit committee in place							
			Number of ordinary audit and Performance committee meetings held	04 Audit/Performance Audit committee meetings held	01 Audit/Performance Audit committee	No meeting held for Audit/Performance Audit Committee	Clashed of programmes due to revised external audit process	Meeting scheduled for January 2021	Quarterly	Corporate services
			Number of special audit and Performance audit committee meetings held	100% Special Audit/Performance Audit committee meetings held	special Audit/Performance Audit committee meetings held	No Special Audit/committee meetings held	N/A	N/A	Ongoing	Corporate services
4.3	MPAC	Approved MPAC committee	Number of MPAC meetings held	04 MPAC meetings held	01 MPAC meeting held	01 MPAC meeting held	N/A	N/A	Quarterly	MM' Office
			Number of MPAC reports compiled	Compile 4 MPAC reports per quarter	01 report compiled	01 MPAC report compiled	N/A	N/A	Quarterly	MM' Office
4.4	Anti-Fraud and Corruption policies and committee	Approved Fraud and corruption policies	Number of fraud and corruption cases reported	100 % Cases of fraud and corruption dealt with on quarterly basis	100 % Cases of fraud and corruption dealt with on quarterly basis	No formal report of cases on fraud and corruption received	No reports received	Encourage cases to be formally reported	Quarterly	MM' Office

NO	Key focus area	Baseline/ Status	KPI for reporting	Expected Output	Quarterly Targets				Timeframes	Responsibility
					Quarter 2	Progress to date	Reason for variance	Measures to be taken		
4.5	Forensic Investigations		Number of forensic investigations conducted	100 % Implementation of forensic investigations	Report on forensic investigations	No formal Report on forensic investigations for the period under review	No reports received	Encourage cases to be formally reported	Quarterly	MM' Office
			Number of employees implicated/disciplined from forensic investigation conducted	100 % Employees disciplined as a result of forensic investigation	100 % Employees disciplined as a result of forensic investigation for the period under review	No employee was disciplined during the quarter under review	N/A	N/A	Quarterly	MM' Office
4.6	IGR structures	Approved IGR structure	Number of IGR structures in place	Establish IGR structures	N/A	N/A	N/A	N/A	N/A	Corporate services
			Number of IGR meetings held	Convene IGR meetings per quarter	N/A	N/A	N/A	N/A	N/A	Quarterly
4.7	Traditional Council	One traditional council delegation	Number of traditional leaders participated in council activities in accordance with the legislation	Traditional leaders participating in council activities per quarter	01 Traditional leaders participating in council activities per quarter	01 (Makgato Traditional Authority) participating in council activities per quarter	N/A	N/A	Quarterly	MM' Office
4.8	Annual report	N/A	Number of draft annual report tabled before	1 draft annual report tabled before council	N/A	N/A	N/A	N/A	31 January 2021	MM' Office

NO	Key focus area	Baseline/ Status	KPI for reporting	Expected Output	Quarterly Targets				Timeframes	Responsibility
					Quarter 2	Progress to date	Reason for variance	Measures to be taken		
			council in accordance with the legislation							
4.9	Annual Report	N/A	Number of annual reports compiled, adopted and submitted within the timeframe	1 Annual report compiled , adopted and submitted within the timeframe	N/A	N/A	N/A	N/A	31 March 2021	MM' Office
4.10	MPAC oversight report	Approved oversight report	Number of oversight compiled, adopted and submitted within the timeframe	1 oversight compiled, adopted and submitted within the timeframe	N/A	N/A	N/A	N/A	31 March 2021	Corporate services
5.1	Vacancies	Number of funded vacancies	Number of funded posts filled against the organogram	All funded posts filled on the organogram.	N/A	N/A	N/A	N/A	30 June 2021	Corporate services
			Number of section 57(MM) Manager post filled/vacant	Filling of section 57(MM) post in accordance with the regulations	Report on filling of Section 57 post(MM)	MM' position filled	N/A	N/A	Quarterly	Corporate services
			Number of section 57 (Directors) Manager posts filled	Filling of section 57 (Directors) posts in accordance	Report on filling of Section 57(Directors)	Director: Community services post still not filled	Delays in the recruitment process	Interview were conducted awaiting appointment by Council	Quarterly	Corporate services

NO	Key focus area	Baseline/ Status	KPI for reporting	Expected Output	Quarterly Targets				Timeframes	Responsibility
					Quarter 2	Progress to date	Reason for variance	Measures to be taken		
				with the regulations						
5.2	Technical Capacity	Technical skills	Number of employees in the technical department with technical skills e.g. engineers, town planners and technicians	Filling of posts in the technical department by personnel with technical skills appointed e.g. engineers, and technicians	Report on filling of posts in the technical department by personnel with technical skills appointed e.g. engineers, and technicians	Technical Services Director Appointed. Technicians also appointed with technical skills	Shortage of electricians and operators	Provide additional budget for appointment of electrician and operators	Quarterly	Corporate services
			Number of municipal officials trained in line with WSP	100 % Municipal officials trained in line with WSP	Report on training Municipal officials trained in line with WSP	Training not yet rolled out due to COVID-19 regulations	COVID-19 Regulations	Awaiting changes with regard to COVID-19 measures and regulations	Quarterly	Corporate services
			Number of councillors trained in accordance with WSP	100 % Municipal councillors trained in accordance with WSP	Report on Municipal councillors trained in accordance with WSP	No councillors trained in accordance with WSP for the period under review	COVID-19 Regulations	To be implemented in the 03 <sup>rd</sup> Quarter	30 June 2021	Corporate services

NO	Key focus area	Baseline/ Status	KPI for reporting	Expected Output	Quarterly Targets				Timeframes	Responsibility
					Quarter 2	Progress to date	Reason for variance	Measures to be taken		
			Number of training reports submitted to LGSETA	1 annual report submitted.	N/A	N/A	N/A	N/A	30 June 2021	Corporate services
5.3	Local Labour Forum (LLF)	LLF forum	Number of LLF meeting held	4 LLF meetings convened	01	01 Meeting held	Lack of quorum	Ensure adherence to schedule of meetings	Quarterly	Corporate services
5.4	Realistic and affordable municipal organograms	Approved Organizational structure	Organizational structure approved by council aligned with IDP/Budget	Develop Organizational structure for approval by council	N/A	N/A	N/A	N/A	31 May 2021	Economic Development & Planning
6.1	LED strategy	Approved LED strategy	LED strategy approved by Council	Develop/Review LED strategy	N/A	N/A	N/A	N/A	31 May 2021	Economic Development & Planning
6.2	LED strategy	LED job creation	Number of job opportunities created through LED initiatives	100 % Job opportunities created through LED initiatives	Report on Job opportunities created through LED initiatives	Report on Job opportunities created through LED initiatives compiled	N/A	N/A	Quarterly	Economic Development & Planning



NO	Key focus area	Baseline/ Status	KPI for reporting	Expected Output	Quarterly Targets				Timeframes	Responsibility
					Quarter 2	Progress to date	Reason for variance	Measures to be taken		
6.3	EPWP	210 Job opportunities	Number of job opportunities created through EPWP initiatives	210 Job opportunities created through EPWP initiatives	Report on Job opportunities created through EPWP initiatives	Report on Job opportunities created through EPWP initiatives available	N/A	N/A	Quarterly	Community Services
6.4	CWP	CWP job opportunities	Number of job opportunities created through CWP initiatives	1187 Job opportunities created through CWP initiatives	Report on Job opportunities created through CWP initiatives	Report on Job opportunities created through CWP initiatives available	N/A	N/A	Quarterly	Economic Development & Planning
7	<b>Key focus area</b>	<b>Baseline/ Status</b>	<b>KPI for reporting</b>	<b>Expected Output</b>					<b>Timeframes</b>	<b>Economic Development &amp; Planning</b>
7.1	SPLUMA		Number of land development applications adjudicated by the tribunal	04 reports on land development reports compiled	01	01 developed report on land development and submitted to District Tribunal	N/A	N/A	30 June 2021	Economic Development & Planning

APPROVED BY

*Machaba ms*  
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MACHABA JUNIAS  
MUNICIPAL MANAGER

01-02-2021  
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DATE