

IDP/BUDGET 1ST QUARTER REVIEW SESSION**JULY –SEPTEMBER 2013****PERFORMANCE TARGETS SUMMARY**

DEPARTMENTS	TOTAL TARGETS FOR QUARTER	ACHIEVED TARGETS	UNACHIEVED TARGETS	WITHDRAWN TARGETS
MUNICIPAL MANAGER 'S OFFICE	80	62	18	0
MUNICIPAL MANAGER'S OFFICE (STRATEGIC SUPPORT)	25	20	5	0
SAFETY AND SECURITY	15	13	2	0
INFRASTRUCTURE AND ENGEERING SERVICES	34	12	22	0
FINANCE DEPARTMENT	14	10	4	0
CORPORATE SERVICES	37	30	07	0

FIRST QUARTER REPORT



JULY-SEPTEMBER 2013

KPA 1: Basic Service Delivery and Infrastructure Development

Project	Objectives	KPI No	KPI	Q1 Target(jul-Sep)	Baseline	Actual Performance	Reason for Variance	Corrective Action	Responsible Manager
Eldorado Sports Complex Phase 3	To provide Local communities with fully functional sporting facilities with 7 sporting codes	1	% of completion construction work	(100 % complete): CONSTRUCTION STAGES - Structural roof structure and floods light COMPLETION STAGE - Practical Completion close up reports and as built Drawings development	Roll-over project	100% Complete: Project construction is completed and now on defects liability period.	N/A	N/A	Senior Manager: Infrastructure and Engineering Services
Supply and installation of the pavilion seats for the Eldorado Sports Complex	To install seats for the concrete pavilion	2	No of seats installed on the existing concrete pavilion	Installation of 700 stadium pavilion seats	Existing Sports facility with roofed concrete pavilion	0% Complete: Service provider appointed on the 16th September 2013.	Delays in evaluation of bids.	Expedite progress to meet target by end of 2nd Quarter.	Senior Manager: Infrastructure and Engineering Services

<p>Construction of Raweshi Multipurpose Community Centre</p>	<p>To provide a municipal and other government services point for Raweshi community and other surrounding villages</p>	<p>3</p>	<p>% of completion of construction work</p>	<p>(100%) CONSTRUCTION PHASE - Roofwork, finisheds, Enviroloo block COMPLESION STAGE - Practical completion ,close up Reports and as built Drawings Development</p>	<p>Roll-over project</p>	<p>(75% Complete); Roofwork and ceilings have been completed. Contractor currently busy with concreterwork for the beam/gutter at entrance Lobby and finalising electrical and plumbing work. Tiling and painting to resume.</p>	<p>Previously the Contractor's slow progress was due to cashflow challenges and lack of proper supervision from the Consultant. The conflict between the two(2) parties had subsided and communication had improved, but the conflict started again recently. Two site meetings for the 23rd September and 4 October 2013 respectively; were postponed on short notice by the Consultant which made it difficult for us to tackle and resolve any other challenges on site.</p>	<p>A correspondence has been sent to Consultant to improve professional services, failure to which action will be taken against them as per the signed Service Level Agreement. And that action must be taken against the Contractor as they failed to complete the project by the extended date of 30 September 2013.</p>	<p>Senior Manager: Infrastructure and Engineering Services</p>
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construction of Senwabarwana Internal Streets Phase 1	To Provide Roads Infrastructure to the Senwabarwana community in order to enhance Service Delivery	4	Km of internal Streets paved with 80mm interlocking Blocks and related stormwater control.	(50% Complete): <u>CONSTRUCTION STAGE</u> – Site Handover, Site establishment, Earthworks, Layer works, Stormwater, Kerbing	2012/13 Financial Year Project delayed for implementation to 2013/14 Financial Year. Design and Tender Stages completed and Contractor appointed on 25 June 2013.	(35% Complete): <u>CONSTRUCTION STAGE</u> : Road 1 - currently busy with roadbed for portion 2 which was delayed due to excessive hardrock experienced on site, portion 1 and 3 base has been completed. Road 2 - Currently busy with roadbed preparation for portion 1.	Contractor experienced excessive hardrock on site that required blasting. Road 2 Earthworks were also delayed by negotiations between us and p&l on operational plan to avoid them losing business during construction of road. However, earthworks have resumed on portion 1 of the road.	Expedite progress to meet target by end of second quarter.	Senior Manager: Infrastructure and Engineering Services
Construction of Senwabarwana Traffic Station Phase 1	To provide a fully functional traffic station for the Blouberg Community, for improved traffic services	5	% of completion for construction work	Completion and handover if phase 1	Phase 1 construction almost complete save for VTS	95% Complete: <u>CONSTRUCTION STAGE</u> - Currently busy with finishes in the VTS.	Construction work is behind due to various challenges on the project, including cashflow challenges. But all issues have since been resolved.	Contractor to expedite progress for completion by end-October 2013.	Senior Manager: Infrastructure and Engineering Services
Construction of Senwabarwana Traffic Station Phase 2	To provide a fully functional traffic station for the Blouberg Community, for improved traffic services	6	% of completion for construction work	(42% Complete): <u>CONSTRUCTION STAGE</u> - Site Handover and Establishment, Site Clearance, Earthworks, Foundations	Phase 1 of project completed but not fully functional. Contractor appointed on 25 June 2013.	(45% Complete): <u>CONSTRUCTION STAGE</u> - Contractor currently busy with brickwork	N/A	N/A	Senior Manager: Infrastructure and Engineering Services
Construction of Lethaleng Creche	To provide the community of Lethaleng with a fully functional Early Childhood Development Centre(ECDC)	7	% of construction and operational readiness of the ECDC	(31% Complete): <u>PLANNING STAGE</u> - Inception, Concept and Viability, Design Development, Tender Stage,	New Indicator	(31% Complete): <u>PLANNING STAGE</u> - Project currently on Bid Evaluation Stage	N/A	N/A	Senior Manager: Infrastructure and Engineering Services

Construction of Edwinsdale Creche	To provide the community of Edwinsdale with a fully functional Early Childhood Development Centre(ECDC)	8	% of construction and operational readiness of the ECDC	(31% Complete): <u>PLANNING STAGE</u> - Inception, Concept and Viability, Design Development, Tender Stage,	New Indicator	(31% Complete): <u>PLANNING STAGE</u> - Project currently on Bid Evaluation Stage	N/A	N/A	Senior Manager: Infrastructure and Engineering Services
Construction of Cracouw Creche	To provide the community of Cracouw with a fully functional Early Childhood Development Centre(ECDC)	9	% of construction and operational readiness of the ECDC	(31% Complete): <u>PLANNING STAGE</u> - Inception, Concept and Viability, Design Development, Tender Stage,	New Indicator	(31% Complete): <u>PLANNING STAGE</u> - Project currently on Bid Evaluation Stage	N/A	N/A	Senior Manager: Infrastructure and Engineering Services
Construction of Pax Creche	To provide the community of Pax with a fully functional Early Childhood Development Centre(ECDC)	10	% of construction and operational readiness of the ECDC	(31% Complete): <u>PLANNING STAGE</u> - Inception, Concept and Viability, Design Development, Tender Stage,	New Indicator	(31% Complete): <u>PLANNING STAGE</u> - Project currently on Bid Evaluation Stage	N/A	N/A	Senior Manager: Infrastructure and Engineering Services
Construction of Dilaeneng Internal Streets Phase 1 (2-years Multiyear project)	To Provide Roads Infrastructure to the Dilaeneng community in order to enhance Service Delivery	11	km of internal Streets paved with 80mm interlocking Blocks and related stormwater control.	(40% Complete): <u>PLANNING STAGE</u> - Site Handover and Establishment	New Indicator	(29% Complete): <u>PLANNING STAGE</u> - Project currently on Bid Evaluation Stage	Delays in advertisement of bids due to other CIDB compliance issues that the SCM unit is currently addressing.	Expedite progress to meet target by end of Quarter.	Senior Manager: Infrastructure and Engineering Services
Upgrading of Ben Seraki Sports Complex - Phase 1 (3 Years Multiyear project)	To provide local communities with fully functional sporting facilities with 7 Sporting Codes	12	% of completed construction work for the sporting facility	(33% Complete): <u>PLANNING STAGE</u> - Inception, Concept and Viability, Design Development, Tender Stage and Site Handover and Establishment	New Indicator	(11% Complete): <u>PLANNING STAGE</u> - Project is on Concept and Viability Stage. Delays with finalising scope and identification of new land.	Project delayed by changes in scope due to the high water table at existing site, and negotiations with PSC and the Maleboho Tribal Office for an alternative site.	Expedite progress to meet target by end of 2nd Quarter.	Senior Manager: Infrastructure and Engineering Services

Construction of Laanglagte Multi-purpose Centre	To Provide a Service point for the Laanglagte Community and other surrounding Villages and/or wards	13	% of completion for construction work	(33% Complete): <u>PLANNING STAGE</u> - Inception, Concept and Viability, Design Development, Tender Stage, Site Handover and Establishment	New Indicator	(18% Complete): <u>PLANNING STAGE</u> - Project Designs completed, project now due for advertisement.	Delays with finalising building plans, different options have been referred back for changes. Land has been identified but the ownership is still not clear and the Consultant has raised a concern on this issue.	Expedite progress to meet target by end of 2nd Quarter.	Senior Manager: Infrastructure and Engineering Services
Electrification of Ward 1 Extensions (Mosehleng, Raweshi and Kgokonyane)	To provide 61 Households at Mosehleng, Raweshi and Kgokonyane with Electricity	14	No of households connected and energized	(42% Complete): <u>PLANNING STAGE</u> - Inception, Concept and Viability, Design Development, Tender Stage and Site Handover and Establishment, Surveying, Pegging and digging of holes	New Indicator	(16% Complete): <u>PLANNING STAGE</u> - Project on Tender Stage	Delays in advertisement of bids due to other CIDB compliance issues that the SCM unit is currently addressing.	Expedite progress to meet target by end of Quarter.	Senior Manager: Infrastructure and Engineering Services
Electrification of Ward 3 Extensions (Addney, Milbank, Miltonduff and Hlako)	To provide 186 Households at Addney, Milbank, Miltonduff and Hlako with Electricity	15	No of households connected and energized	(42% Complete): <u>PLANNING STAGE</u> - Inception, Concept and Viability, Design Development, Tender Stage and Site Handover and Establishment, Surveying, Pegging and digging of holes	New Indicator	(16% Complete): <u>PLANNING STAGE</u> - Project on Tender Stage	Delays in advertisement of bids due to other CIDB compliance issues that the SCM unit is currently addressing.	Expedite progress to meet target by end of Quarter.	Senior Manager: Infrastructure and Engineering Services
Electrification of Sweethome Ext	To provide 30 Households at Witten with Electricity	16	No of households connected and energized	(42% Complete): <u>PLANNING STAGE</u> - Inception, Concept and Viability, Design Development, Tender Stage and Site Handover and Establishment, Surveying, Pegging and digging of holes	New Indicator	(16% Complete): <u>PLANNING STAGE</u> - Project on Tender Stage	Delays in advertisement of bids due to other CIDB compliance issues that the SCM unit is currently addressing.	Expedite progress to meet target by end of Quarter.	Senior Manager: Infrastructure and Engineering Services

Electrification of Thorpe Ext	To provide 30 Households at Thorpe with Electricity	17	No of households connected and energized	(42% Complete): <u>PLANNING STAGE</u> - Inception, Concept and Viability, Design Development, Tender Stage and Site Handover and Establishment, Surveying , Pegging and digging of holes	New Indicator	(16% Complete): <u>PLANNING STAGE</u> - Project on Tender Stage	Delays in advertisement of bids due to other CIDB compliance issues that the SCM unit is currently addressing.	Expedite progress to meet target by end of Quarter.	Senior Manager: Infrastructure and Engineering Services
Electrification of Witten Ext Phase 3	To provide 309 Households at Witten with Electricity	18	Electrification of Witten Ext Phase 3	(42% Complete): <u>PLANNING STAGE</u> - Inception, Concept and Viability, Design Development, Tender Stage and Site Handover and Establishment, Surveying , Pegging and digging of holes	Phase 2 of project completed in the 2012/13 Financial year. More outstanding households to be electrified.	(16% Complete): <u>PLANNING STAGE</u> - Project on Tender Stage	Delays in advertisement of bids due to other CIDB compliance issues that the SCM unit is currently addressing.	Expedite progress to meet target by end of Quarter.	Senior Manager: Infrastructure and Engineering Services
Installation of Lightning Conductors in Wegdraai	To provide 4 Public Areas at Wegdraai Village with Lightning Conductors	19	Number of Public areas in Wegdraai Village provided with Lightning Conductors	(40% Complete): <u>PLANNING STAGE</u> - Tender Stage, Site Handover and Establishment	Project could not be implemented 2011/12 Financial Year due to shortage of budget	40% Complete: Service provider appointed on 16 September 2013 and site has been established.	N/A	N/A	Senior Manager: Infrastructure and Engineering Services
Public Facilities Management and Maintenance	To ensure proper management and maintenance of cemeteries	20	Development and implementation of a cemeteries maintenance plan	Maintenance Plan developed and approved by Council	New indicator	Currently the Development of a Draft Cemeteries Maintenance Plan is underway	New item to the Department	Expedite progress to meet target by end of Quarter.	Senior Manager: Infrastructure and Engineering Services
	To ensure proper management and maintenance of parks	21	Development and implementation of the parks maintenance plan	Maintenance Plan developed and approved by Council	New indicator	Currently the Development of a Draft Parks Maintenance Plan is underway	New item to the Department	Expedite progress to meet target by end of Quarter.	Senior Manager: Infrastructure and Engineering Services

	To ensure proper management and maintenance of pound	22	Review of the Pound Operational Plan (POP)	Plan reviewed and approved by Council	Pounding Operational Plan approved	Currently the Pounding Operational Plan is under review and will be tabled to EXCO meeting of October 2013 before it can proceed to Council for final adoption.	New item to the Department	Expedite progress to meet target by end of Quarter.	Senior Manager: Infrastructure and Engineering Services
	To ensure proper maintenance of the Eldorado Sports Complex	23	Development and implementation of the Eldorado Sports Complex maintenance plan	Maintenance Plan developed and approved by Council	New indicator	Draft currently underway	New item to the Department	Expedite progress to meet target by end of Quarter.	Senior Manager: Infrastructure and Engineering Services
	To ensure proper management and maintenance of Community Halls and Multipurpose Community Centres	24	Development and implementation of the Community Halls and Multipurpose Community Centres maintenance plan	Maintenance Plan developed and approved by Council	New indicator	Draft currently underway	New item to the Department	Expedite progress to meet target by end of Quarter.	Senior Manager: Infrastructure and Engineering Services
Maintenance of the Municipal Buildings	To ensure proper maintenance of the Municipal Buildings	25	Development and implementation of the Municipal Buildings maintenance plan	Maintenance Plan developed and approved by Council	New indicator	The Draft Municipal Building was tabled to Infrastructure and Engineering Portfolio Committee in August 2013 but was not considered because the portfolio committee felt that it lacked ownership especially because the Manager responsible is attached to the Corporate Services Department.	Refer the matter raised by the Portfolio Committee back to Management		Senior Manager: Infrastructure and Engineering Services

Roads and Stormwater Maintenance	To ensure proper maintenance of all surfaced and gravel internal streets and access Roads and related stormwater control	26	Review and implementation of the roads maintenance plan	Maintenance Plan reviewed and approved by Council	Approved 2012/13 Roads Maintenance plan available for review	Reviewed and approved by Council on 2 August 2013.	N/A	N/A	Senior Manager: Infrastructure and Engineering Services
		27	Km of surfaced and gravel internal streets and access roads maintained	125km of internal streets and access roads maintained	New Indicator	100km of internal streets and access roads maintained	Constant breakdown of plant, huge scope of work for re-gravelling of some of the roads, attending to emergencies and events.	Review the Roads Maintenance Plan	Senior Manager: Infrastructure and Engineering Services
		28	No of Culverts constructed on Access Roads	1 Culvert constructed on an access road	12 Culverts already built on some of the access roads and materials already available for others	1 Culvert completed at Vergelegen and another 1 currently under construction at Mankgakgatha High School (Lethaleng).	N/A	N/A	Senior Manager: Infrastructure and Engineering Services

New Senwabarwana CBD By-pass route	To reduce traffic congestion in Senwabarwana CBD	29	Km of new By-pass route in Senwabarwana	0.5km of new by-pass route open and operational	New Indicator	The by-pass has now been divided into 3 portions, portion one (0,4km) with an access through Desmondpark has been completed. The land-use unit will resume with survey of the second portion (Access through the new Education district office) as soon as negotiation have been finalised with Tibunyane Tribal Authority as we were stopped by them when we started grading it.	Unavailability of survey equipment, and recent stoppage by Tibunyane Tribal Authority.	Fast-track negotiations with Tibunyane Tribal Authority.	Senior Manager: Infrastructure and Engineering Services
Electrical Maintenance	To ensure proper maintenance of the Electrical network and addressing reported breakdowns	30	Development and implementation of the Electrical maintenance plan	Maintenance Plan developed and approved by Council	New Indicator	Developed and approved by Council on 2 August 2013.	N/A	N/A	Senior Manager: Infrastructure and Engineering Services
		31	% of Procurement of Electricity Equipment for Maintenance and Post Connections	50% of Material purchased and 100% maintenance work performed	Existing Electrical network	Specifications have been submitted for procurement, we await delivery. However, maintenance work is underway from some of the materials procured in the previous financial year.	Delays in procurement	Expedite procurement to meet target by end of 1st quarter.	Senior Manager: Infrastructure and Engineering Services

		32	% of Procurement of Transformers to attend to reported breakdowns	100% maintenance on demand	Existing Electrical network	There was a demand for 2 transformers in Alldays that were damaged and have been replaced.	N/A	N/A	Senior Manager: Infrastructure and Engineering Services
Environmental management	To ensure a safe and clean environment by implementing the Environmental management plan	33	Availability of an action plan to implement the EMP	Development and approval of an Action Plan to implement the approved EMP	Approved EMP				Senior Manager: Infrastructure and Engineering Services
Waste management	To ensure a safe and clean environment by implementing the IWMP	34	IWMP implemented	100% implementation	Approved IWMP	Target achieved. Action plan also approved.	N/A	N/A	Senior Manager: Safety and Security
Climate change	To reduce Green House Gases/Carbon emissions through education and awareness	35	Cleaning campaign conducted to communities	1 cleaning campaign	IWMP	Target achieved. Cleaning campaign conducted on the 26th Aug 2013.	N/A	N/A	Senior Manager: Safety and Security
Expansion of waste programmes	To expand waste collection Programmes to senwabarwana Ext 5, Machaba and Witten	36	Waste collection programmes Expanded	Awareness Campaign and refuse collection	IWMP	Target achieved. Waste collection plan reviewed. Mareis and Ext. 5 collection started during Sep 2013. Communities awareness were made.	N/A	N/A	Senior Manager: Safety and Security

KPA 2: Municipal Transformation and Institutional Development

Project	Objectives	KPI No	KPI	Q1 Target(jul-Sep)	Baseline	Actual Performance	Reason for Variance	Corrective Action	Responsible Manager
Support for Special Focus group	To promote the needs and interests of special focus groupings.	37	Establishment of Children forum	N/A	Children's calendar programmes	Second Quarter target	N/A	N/A	Municipal Manager ' office
		38	Functional of Children Forum	1	Children 's Programmes Calendar	Target not achieved	Budget Related	Budget process	Municipal Manager ' office

		39	% implementation of the children's forum resolutions	100% implementation of resolutions	Children's Programmes Calendar	Target not achieved	Budget Related	Budget process	Municipal Manager's office
		40	Functional of Disability forum	1	Disability Programmes	Target achieved	N/A	N/A	Municipal Manager's office
		41	% implemented disability forum resolutions	100% implementation of resolutions	Disability's Programmes Calendar	Target achieved	N/A	N/A	Municipal Manager's office
		42	Functional of Women's forum	1	Women's programmes	Target achieved	N/A	N/A	Municipal Manager's office
		43	% implementation of women's forum resolutions	100% implementation of resolutions	Women's Programmes Calendar	Target achieved women's forum established, 4 women's month's programme celebrated at letswatla	N/A	N/A	Municipal Manager's office
		44	Functional of Older people's forum	1	Older People's programmes	Target not achieved	Budget Related	Budget process	Municipal Manager's office
		45	% implemented of Older people's resolutions	100% implementation of resolutions	Older People's Programmes Calendar	Target not achieved	Budget Related	Budget process	Municipal Manager's office
		46	Functional of Youth Forum	1	Youth Programmes	Target achieved	N/A	N/A	Municipal Manager's office
		47	% implemented of youth forum resolutions	100% implementation of resolutions	Youth's Programmes Calendar	Target Partialy Achieved	Budget Related	Budget process	Municipal Manager's office
	To support the Reduction of new HIV/AIDS infections by	48	Functional of HIV & AIDS council	1	HIV/AIDS programme	Target achieved	N/A	N/A	Municipal Manager's office

	2018	49	% implemented of HIV & AIDS council	Programmes Calendar	Programmes Calendar	Target achieved	N/A	N/A	Municipal Manager ' office
Sports coordination	To coordinate Sporting Activities	50	Functional federations	100% Functional federations	Sports development plan	Target achieved	N/A	N/A	Municipal Manager ' office
Sports development for employees	To promote Sport Amongst Employees	51	Fit work force	100%	Sports development plan	Target achieved	N/A	N/A	Municipal Manager ' office
Skills development	To address the retention of skilled personnel	52	Retention and succession plan developed	1st Draft of Retention strategy	Skills Development Act and National Skills Development Strategy	Target achieved. The Draft will be presented before the upcoming Council sitting	N/A	N/A	Senior Manager: Corporate Services
	To address skills gaps	53	% of employees trained	Quarterly Training report	Work skills plan and Annual training Report. Skills Development and Skills Levy Act	Target Achieved. The report on the ATR and WSP was tabled before EXCO of the 27/09/13.	N/A	N/A	Senior Manager: Corporate Services
Employee wellness	To promote Employee Wellness and manage Injuries on duty (IOD)	54	Number Medical Surveillance and wellness campaigns	1 Awareness campaigns	Employees Assistance Policy and Occupational Health and Safety Act	Target not achieved. The actual surveillance was supported to be conducted on the 16/10/2013 but could not be done due to a bereavement.	The date for such a campaign was adjusted to minimise costs.	The campaign will be held simultaneously with the Fun Walk on 16th October 2013.	Senior Manager: Corporate Services
Occupational Health and safety	To promote safety in the work place	55	Conducive and safe working Environment	Risk analysis	Occupational Health and Safety Act and Occupational Health Safety Plan	Target Achieved. The Plan was presented before EXCO of the 27/09/13.	N/A	N/A	Senior Manager: Corporate Services
Conditions of Services	To regulate working conditions	56	Contracts of employment	Basic conditions of Employment act and collective agreements	Basic Conditions of Employment Act and Collective Agreements	Target Achieved. All employees have signed contracts.	NA	NA	Senior Manager: Corporate Services

Employment Equity	To address imbalances in the working place	57	% of designated group appointed	100% compliance	Employment Equity Plan and Employment Equity Act	Target Achieved. No new employee joined during the period under review.	NA	NA	Senior Manager: Corporate Services
	To comply with Employment Equity Act	58	Employment Equity Report	1 meeting and quarterly reports and targets	Employment Equity Plan and Employment Equity Act	Target Achieved. The meeting was held on the 09/10/13	NA	NA	Senior Manager: Corporate Services
Labour relations	To maintain good working relationship between Employees and Employer	59	% of cases resolved internally	100% of cases processed	Labour Relations Act and Disciplinary procedure and code of conduct	Target Achieved. There were no grievances during the period in issue while cases are handled through the Legal Services Division.	N/A	N/A	Senior Manager: Corporate Services
IT Software and Licensing	to secure and access software	60	availability of office software	100% software running	IT policy	Target not achieved. No software was secured.	Exorbitant claim from SITA for over the past years is a distraction.	Finalization of the matter with SITA	Senior Manager: Corporate Services
Machinery and Equipments	To constantly maintain municipal plant and equipment in order to keep it in good working order	61	No of plant and equipment kept in good working order	12 plant and equipment kept in good working order	New Indicator	7/12 Plant and equipment are operational	Shortage of personnel. One Mechanic not sufficient to address all breakdowns	Repair of other plant and equipment may have to be out-sourced.	Senior Manager: Corporate Services
Purchase of Furniture	To purchase furniture for the new Satellite offices	62	Furniture Purchased	Quotations	Opening of the new satellite office	Target set for the next quarter			Senior Manager: Corporate Services
Office equipment	To procure Office Equipments	63	Availability of Equipments	Report of all shortage and old Equipments	Equipments and maintenance plan	Target not achieved. No equipments were procured.	The report could not be sent through to the Portfolio Committee	The report will be presented in the next Portfolio Committee meeting	Senior Manager: Corporate Services

IT backup system & maintenance	Renewal of backup system	64	Availability of IT Backup system & maintenance	100% running backup system	IT backup system	Target not achieved. Protracted negotiations with SITA with regards to finalization of the SLA	Delay in the finalization of the SLA with SITA as well as their claim.	Signing of the SLA with SITA	Senior Manager: Corporate Services
vehicle purchase	To purchase vehicles	65	Availability of vehicles	3 vehicles plus grader purchased	Budget vote for purchase of vehicles catered for in the 2013/14	Target Achieved. The purchase will be done in the next quarter.	N/A	N/A	Senior Manager: Corporate Services
Evacuation plan	To implement an evacuation plan to ensure the safety of employees at work	66	4 Drills Conducted	1 Drill	Approved evacuation plan	Target achieved. 1 drill conducted in Alldays on the 27th Sep 2013.	N/A	N/A	Senior Manager: Safety and Security
Decentralization of municipal services	To decentralize municipal services in order to bring services closer to communities	67	Number of functional municipal satellite offices	100% functional satellite offices	There are currently 4 functional satellite offices with the 5th and sixth earmarked for establishment.	All four satellite offices are functional while Harris which is nearing completion	NA	NA	Municipal Manager's Office
		68	Review of the Decentralization of services plan	Process plan developed	Old decentralization plan	process plan developed	NA	NA	Municipal Manager's Office
		69	Feasibility study conducted on establishment of new service points	Process plan developed	There are currently 4 functional satellite offices with the 5th and sixth earmarked for establishment.	process plan developed	NA	NA	Municipal Manager's Office
Performance Management System Implementation	To ensure that performance of the institution and individual employees is planned, monitored and	70	Number of institutional performance reviews conducted	1	IDP process plan	Target achieved	N/A	N/A	Municipal Manager's Office

improved	71	Number of quarterly audited institutional performance reports submitted to Council	1	Internal Audit annual plan	This is the first report of the financial year and it will be submitted to council of the 31 October 2013	N/A	N/A	Municipal Manager's Office
	72	Number of senior management with signed performance agreements	N/A	PMS policy available	Target achieved, All Senior managers signed performance agreements and submitted to COGHSTA	N/A	N/A	Municipal Manager's Office
	73	% of institutional performance forum resolutions implemented	1	IDP process plan	Our first quarter review will on the 21 october 2013	N/A	N/A	Municipal Manager's Office
	74	Number of Institutional Performance Review Forums attended	1	IDP process plan	Target achieved	N/A	N/A	Municipal Manager's Office
	75	No of Departmental Managers with signed performance plans	2	Organization al structure	Target achieved, all performance plans are signed	N/A	N/A	Municipal Manager's Office
	76	Number of individual performance assessments conducted on all MMs Office Divisional Managers	1	PMS policy available	Target not achieved	Currently busy with the final assessment for 2012/13 financial year		Municipal Manager's Office

KPA 3: LOCAL ECONOMIC DEVELOPMENT

Project	Objectives	KPI No	KPI	Q1 Target(jul-Sep)	Baseline	Actual Performance	Reason for Variance	Corrective Action	Responsible Manager
Municipal EPWP	To create jobs through municipal capital works programme	77	The number of Jobs Created	Renewal of contracts and sustenance of 140 EPWP opportunities	Council Resolution	Target achieved. EPWP started working from the 01st Aug 2013.	N/A	N/A	Municipal Manager's Office

Senwabarwana RRR	To create Jobs and To reduce the volume of waste Generation, To capacitate existing recycling cooperatives	78	Number of cooperatives established	Capacity Building	Integrated Waste Management Plan	Target achieved. Waste cooperative received training on the 26th Aug 2013.	N/A	N/A	Municipal Manager's Office
Alldays RRR	To create Jobs and To reduce the volume of waste Generation, To establish recycling cooperatives	79	Number of cooperatives established	Establishment Phase and capacity building	Integrated Waste Management Plan	Target acheieved. Alldays and Taibosch recycling cooperatives were established.	N/A	N/A	Municipal Manager's Office
LED Strategy implementation	to implement LED strategy action plan	80	% implementation of LED strategy action plan	25% implementation of the action plan	approved LED strategy in place	target achived. Huge investments by Hacra mining/Iron veld for the envisaged operation of the mine in 2015. The hosting of chinese delegation for huge investments for local economic growth, Solar energy harvesting by sunedison at Zuurbult are part of the action plan to implement the LED stategy	N/A	N/A	Municipal Manager's Office
coordination of Provincial EPW Programme	to coordinate EPWP to attain alignment with IDP objectives	81	quarterly reports	1 report	600 EPWP allocation	target achieved. Quarterly reports available	N/A	N/A	Municipal Manager's Office
SMME Development	to capacitate and train SMME's	82	4 capacity building workshops and trainings	1 capacity building workshop and training	SMME's in place	target achieved. 8 entrepreneurs are trained by Nedbank	N/A	N/A	Municipal Manager's Office
Hawkers stalls and hawkers management	to manage and regulate hawkers and hawkers stalls	83	100% management and regulation of hawkers and hawkers stalls	renewal of permits and demarcation of business portions	hawkers and hawkers stalls in place	Target not achieved.	hawkers are reluctant to renew permits claiming that the tarrif is high	to rescucitate discussions with all hawkers to renew permits	Municipal Manager's Office

unemployed persons database	To develop a database of unemployed person	84	1 database	development of final data base	Project planned for in the 2012\13 FY but was delayed as a result of CDM implementing a similar project.	target achieved. Data base developed but contunous.	N/A	N/A	Municipal Manager's Office
tourism development	to promote tourism and tourism attractions within the municipality	85	Operationalization of the Senwabarwana Tourism Information Centre	Finalization of the refurbishment of the centre Configurat ion of the office of the Tourism officer Availability of support materials such as printers and ICT connectivity	New indicator	target not achieved.	computers donated by Wits and other related equipment were stolen	awaiting the partner to repalce computers	Municipal Manager's Office
		86	promotion of tourism attractions	I capacity building workshop	Tourism developme nt plan in place	target achieved. Capacity building workshop conducted	N/A	N/A	Municipal Manager's Office
		87	Hosting of cultural show	Development of a concept plan	Secured support from Wits University	target not achieved	no budget for the event	to defer it to the next financial year	Municipal Manager's Office
Functionality of the Blouberg Business Forum	To promote local business development and entrepreneurship	88	To offer support to the Blouberg Business forum through hands on approach to the coordination of its programmes	1	Blouberg Bussiness Forum Established in March 2013	Target acheieved. The forum was established and members opened bank account and developed the constitution and annual programme	N/A	N/A	Municipal Manager's Office

KPA 4 : FINANCIAL VIABILITY AND MANAGEMENT

Project	Objectives	KPI No	KPI	Q1 Target(jul-Sep)	Baseline	Actual Performance	Reason for Variance	Corrective Action	Responsible Manager
Supplementary valuation roll	To compile supplementary valuations to all ratable properties	89	Availability of a supplementary valuation roll	N/A	MPRA, Council resolution	N/A	N/A	N/A	Municipal Manager 's office
Expenditure management	To pay all invoices submitted for payment within	90	Report on payment of all money due by the municipality	100%	Invoices	Target achieved	N/A	N/A	Senior Manager: Finance (CFO)

	30 days								
Field cashiers	To compile a credible customer database	91	Availability of a credible customer database	Collect customer database	Council Resolution	Target achieved	N/A	N/A	Senior Manager: Finance (CFO)
Financial system revamp	To upgrade the Venus financial system to On-line Sola system	92	Connect all remote areas to the main Office	First phase of the implementation process	MFMA, Council resolution and Treasury regulations	Target achieved	N/A	N/A	Senior Manager: Finance (CFO)
Financial statements	To compile Annual Financial Statements which comply with treasury regulations	93	Availability of AFS, which complies with accounting standards and treasury regulations	Compile quarterly AFS to test compliance with regulations	MFMA, Council resolution and Treasury regulations	Target achieved	N/A	N/A	Senior Manager: Finance (CFO)
Support of Financial Viability and Management structures/forums	To ensure functionality of Financial Viability and Management (Financial Viability and Management)	94	Establishment and induction of Budget Steering Committee	establishment and induction of Budget steering committee	Budget steering committee established and functional.	Target achieved	N/A	N/A	Senior Manager: Finance (CFO)
		95	Number of meetings of the Budget Steering Committee	1 meeting held.	Number of meeting held for the year.	Target achieved	N/A	N/A	Senior Manager: Finance (CFO)
Financial systems	To upgrade and integrate financial systems	96	Integration of systems	25% (SLA signed with service providers)	New Indicator	Target not achieved. It is In progress.	VPN IT systems not installed.	IT Unit should speed up the process.	Senior Manager: Finance (CFO)
Financial Planning	To develop forward financial plans required for financial sustainability	97	Availability of 3/5 year financial plan	N/A	Ensure adoption of the 3/5 Budget within the prescribed legal requirements	N/A	N/A	N/A	Senior Manager: Finance (CFO)
Free basic Services	Update the indigent register	98	Number of awareness campaigns conducted to update the indigent register	1	New Indicator	Target Achieved. Meetings were held with ward councillors to cascade the information to various headmen and Chiefs about the importance of indigent registration	N/A	N/A	Senior Manager: Finance (CFO)

Dept Management	To improve Credit and Dept Management	99	% payment and collection rate	25%	Dept and Credit control policies	Achieved. Residents have signed agreements, to settle their debts and some are pursuing the matter through their legal representative	N/A	N/A	Senior Manager: Finance (CFO)
Revenue Enhancement strategy.	To review revenue enhancement strategy	100	Revenue Enhancement Strategy reviewed and approved by council.	N/A	prescribed legal	Target achieved	N/A	N/A	Senior Manager: Finance (CFO)
		101	Availability of action plan to realize Revenue Enhancement Strategy	Action plan implemented and review by management and Internal Audit.	requirements	Target achieved ,Action plan implemented and review by management and Internal Audit.	N/A	N/A	Senior Manager: Finance (CFO)
Revenue Management	To build a sustainable revenue base of the Municipality	102	% of projected revenue collected.	25%(R8.2million)	Indigent Register	60% debt submitted collected	Residents have signed agreements, to settle their debts and some are pursuing the matter through their legal representatives.	Debt collector's report submitted	Senior Manager: Finance (CFO)
		103	Availability of Supplementary Valuation Roll for all rateable new or improved properties	Identification of new properties for inclusion in the supplementary roll	Debt and credit control policies	Target achieved, Draft policy developed and adopted by council for public participation	N/A	N/A	Municipal Manager 's office
Expenditure Management	To ensure expenditure is kept within budget limit and cash flow projections	104	% capital budget spent on capital projects	25%(R12.2million)	Revenue enhancement strategy in place	Target not achieved, 25% (R11,620m)	2% (R1,218,701) spends as at end of September 2013.	Delay in appointment of contractors	Senior Manager: Finance (CFO)
		105	% of operating budget spent	25%(R34.8 million)	Action Plan developed	Target not achieved ,25% (R33,242m)	22% (R29,173,225) spends for the Quarter.	N/A	Senior Manager: Finance (CFO)

Assets and Inventory Management	To maintain integrity of the assets register by ensuring that all assets are recorded in the register physically located and functional. Ensure compliance to assets and inventory management policy (i.e GRAP 17 & GRAP 12)	106	Number of assets verifications conducted	N/A	Revenue enhancement strategy	1 asset verification done for the quarter	N/A	N/A	Senior Manager: Finance (CFO)
		107	Procurement Plan	Developed and Implementation of Procurement Plan	supplementary valuation revenue done	Target achieved	N/A	N/A	Senior Manager: Finance (CFO)
		108	Monitoring of the procurement plan	3x Monitoring	Projected capital expenditure budget	Target achieved	N/A	N/A	Senior Manager: Finance (CFO)
		109	Stock Counting	1 Stock Counting	projected operating expenditure budget	Target achieved	N/A	N/A	Senior Manager: Finance (CFO)
		110	% compliance to Inventory Standard (GRAP 12)	100% infrastructure assets unbundled and completed	Asset management policy	Target achieved	N/A	N/A	Senior Manager: Finance (CFO)
		111	Availability of Assets Maintenance Plan	1. Assets Maintenance Plan developed and consolidated	SCM Policy	Implementation of Assets Maintenance Plan	N/A	N/A	Senior Manager: Infrastructure and Engineering Services, Senior Manager Corporate Services and Safety and Security

KPA 5: GOOD GOVERNANCE AND PUBLIC PARTICIPATION

Project	Objectives	KPI No	KPI	Q1 Target (Jul-Sep)	Baseline	Actual Performance	Reason for Variance	Corrective Action	Responsible Manager
Council Support	To provide strategic and administrative support to the Mayor, Speaker, and Chief Whip, Councillors and Traditional Leaders	112	Number of Council meetings coordinated and supported.	1	Council Calendar	Target Achieved. One Council meeting was held on the 2nd August 2013 at Montz Village	N/A	N/A	Senior Manager: Corporate Services
		113	Number of Mayor/Magoshi meetings coordinated and supported	1	Council Calendar	Target achieved	N/A	N/A	Municipal Manager's office

		114	Number of portfolio committee meetings coordinated and supported	3	Council Calendar	Target achieved	NA	NA	Senior Manager: Corporate Services
		115	Number of Executive Committee meetings Coordinated and Supported	3	Council Calendar	Target Achieved. All three EXCO meetings were held.	NA	NA	Senior Manager: Corporate Services
Public Participation	To engage in programmes that foster participation, interaction and partnership	116	Number of ward public participation programmes held	3	Council calendar	Target Achieved. All Council and EXCO meetings were succeeded by Public Participation Programmes	NA	NA	Senior Manager: Corporate Services
		117	Number of MPAC public hearings Coordinated and Supported	NA	MPAC Programme	No public hearings was scheduled for the quarter ending september 2013	NA	NA	Municipal Manager 's office
		118	Number of Ward Committee Meetings Coordinated and Supported	2	Municipal Calendar	Target Achieved. All meetings were coordinated and supported	NA	NA	Senior Manager: Corporate
		119	Number of IDP/Budget public Participation Meetings Coordinated and Supported	NA	IDP process plan	No public hearings was scheduled for the quarter ending september 2013	NA	NA	Municipal Manager 's office
		120	Number of Mayoral Public Participation Meetings Coordinated and Supported/road shows	1	Council Calendar	Target achieved.Exco outreach meetings were held on monthly basis July-September 2013	NA	NA	Municipal Manager 's office
		121	Number of waste forums held	1	Integrated Waste Management Plan	Target achieved. Waste forum was held on the 07th August 2013.	NA	NA	Senior Manager: Safety and Security

		122	Number of roads and transport forums held	1	Local Integrated Transport Management Plan	Target achieved. Roads and Transport forum was held on the 06th August 2013.	N/A	N/A	Senior Manager: Safety and Security
		123	Number of disaster management forums held	1	Disaster Management Plan	Target achieved. Waste forum was held on the 07th August 2013.	N/A	N/A	Senior Manager: Safety and Security
		124	Number of Housing Forums held	1	Council calendar	target achieved	N/A	N/A	Municipal Manager 's office
		125	Number of LED forums held	1	Council calendar	target achieved	N/A	N/A	Municipal Manager 's office
		126	Number of Tourism Development Forums held	1	Council calendar	target achieved	N/A	N/A	Municipal Manager 's office
		127	Number of energy forums held	1	Council calendar	Energy Forum was held on the 14th August 2013	N/A	N/A	Senior Manager: Infrastructure and Engineering Services
Security Management	To protect the municipal properties and employees against potential physical security threats.	128	Number of reports on security management matters	3	Security contracts in place				Municipal Manager 's office
Auditing	To provide independent objective assurance and consulting activities of the internal control systems, risk management and governance processes	129	Approval of risk based internal audit plan approved.	100% approved	100% approval of risk based audit plan	Target achieved	N/A	N/A	Municipal Manager 's office
	To provide independent objective assurance and consulting	130	Number of risk based internal audit plan	1	Implementation of approved risk based audit plan	target achieved	N/A	N/A	Municipal Manager 's office

	activities of the internal control systems, risk management and governance processes.	131	Number of audit committee meeting held	1	Audit committee meeting are held as per MFMA	target achieved	N/A	N/A	Municipal Manager's office
	To address all queries raised by the internal audit	132	% of audit queries raised by internal audit unit	100%	Internal audit unit in place and annual audit plan annually developed	target achieved	N/A	N/A	Municipal Manager's office
Community participation	To improve and encourage participation of stakeholders and communities in the municipal affairs.	133	Coordinate meetings of stakeholders and communities as per approved schedule of meetings .	To hold Ward public meetings in all the 21 wards (Report back meetings)	AG annually audit municipalities and submit directives for improvements	Target not achieved. Meetings have been rescheduled for the final week of the quarter	Other Council activities.	Hold meetings in the final week of the quarter as well as te beginning of the next one	Municipal Manager's office
IDP Review	To review the 2013/14 IDP/Budget that is aligned to the budget	134	Credible IDP/Budget Document	Process Plan	Approved Schedule of meetings.	Target Achieved	N/A	N/A	Chief Operations Officer
Newsletter	To produce quarterly municipal newsletter	135	Produce and print newsletters for the community	1	2013/14 IDP Document	Target Achieved. The newsletter was printed.	N/A	N/A	Senior Manager: Corporate Services
Publicity and branding	To create a positive publicity for Blouberg Municipality	136	Produce Flyers, Issue out media releases and provide branding wherever the municipality is.	3	2013/14 IDP Document	Target Achieved. There was visible branding wherever the municipality was particularly during EXCO and Council meetings.	N/A	N/A	Senior Manager: Corporate Services
Ward committee conference	To enable all ward committees to have platform to share ideas on service delivery.	137	Coordinate Annual reports to the Ward Committee's conference	Coordinate Annual reports for ward committees conference and attendance thereof..	Approved schedule of meetings.	Target Achieved. The Annual Conference was successfully held from the 6th - 8th September 2013.	N/A	N/A	Senior Manager: Corporate Services

Out of pocket expenses	To Comply with guidelines on allocation of out pocket expenses for ward committees. .	138	Provision of out of pocket expenses to all 210 ward committees on monthly basis.	Submission of reports and attendance to meetings.	COGSHITA Guidelines and Council Resolution on provision of out of pocket expenses.	Target Achieved. All members were paid out of pocket expenses and mostly attended meetings	N/A	N/A	Senior Manager: Corporate Services
MPAC Programmes	To build axccountable and transparent governance structures responsive to the need of the community	139	Number of oversight meetinmgs coordinated	1	Approved Schedule of meetings.	Target Achieved.The MPAC Meeting was held	N/A	N/A	Municipal Manager's office
Ward committee support	To provide administrative support to ward committees.	140	coordinate and attend meetings of ward committees.	hold by-monthly	Approved Schedule of meetings.	Target Achieved. All ward committees were provided administrative support as evidenced by minutes	N/A	N/A	Senior Manager: Corporate Services
Vetting	To prevent corruption and fraud	141	Number of Employees vetted	50	Recruitmen t and selection policy and National Anti corruption strategy	Target Achieved. No new employee joined during the period under review.	N/A	N/A	Senior Manager: Corporate Services
Performance Bonuses		142			New Indicator				Municipal Manager's office
Risk Anti Fraud And Corruption	To provide independent objective assurance and consulting activities of the internal control system,risk management and governanace processes	143	Number of risk register developed.	1	Risk register	Target achieved. The risk register has been developed	N/A	N/A	Municipal Manager's office
		144	Number of Risk Committee meetings coordinated and Supported	1	Impelemtati on plan	Target achieved. The risk management meeting was coordinated on 8 August 2013	N/A	N/A	Municipal Manager's office

		145	Number of Risk Awareness Campaigns Coordinated and Supported	1	Risk register	Target achieved. Risk awareness campaigns were done	N/A	N/A	Municipal Manager's office
	To protect the municipality from potential risk.	146	Number of risk register developed.	1	Risk register	target achieved	N/A	N/A	Municipal Manager's office
	To ensure reduction of fraud and corruption within the municipality	147	Number of awareness campaigns	1	Implementation plan	target achieved	N/A	N/A	Municipal Manager's office
Installation of CCTV systems	To reduce risk and stabilize security	148	Awareness	1	New Indicator	Target Achieved.(A feasibility study was conducted and sketch was crafted by only awaits quotation for implementation.	N/A	N/A	Municipal Manager's office
communication Management	To provide communication support services, public liaison, marketing management.	149	Number of communication and corporate branding strategy reviewed	Revised communication and corporate branding strategy	Communication and Branding strategies	Target Achieved. The Corporate Branding Strategy was presented EXCO of the 27/09/13.	N/A	N/A	Senior Manager : Corporate Services
		150	% of corporate profiling on radios and magazines	1	Communication Policy	Target not achieved.	No proposals were sent through.	There'd be a need to buy slots	Senior Manager : Corporate Services
		151	Customer Care unit establishment	Implementation	Establishment of a customer care unit induction and training	Target Achieved. The unit is located in the Communication Unit.	N/A	N/A	Senior Manager : Corporate Services
		152	% of interviews broadcasted and printed	1	Communication Policy	Target Achieved. Local media conducted interviews on Ward Committees' Conference	N/A	N/A	Senior Manager : Corporate Services
		153	Number of media statements issued	1	Communication Policy	Target Achieved. No media statements were issued.	N/A	N/A	Senior Manager : Corporate Services

154	Number of media articles written	6	Communication Strategy	Target Achieved. Articles were sent through but it remains the discretion of the media house to publicise.	N/A	N/A	Senior Manager : Corporate Services
155	Number of newsletters printed	1	Communication Strategy and Policy	Target Achieved. The newsletter was received though later than expected.	N/A	N/A	Senior Manager : Corporate Services
156	Number of IDP, Budget speech and annual report produced and printed.	1	Budget speech has been consistently prepared and tabled	Target achieved	N/A	N/A	Municipal Manager's office
157	Number of diaries and calendars provided	N/A	Communication Strategy and Policy	Target prioritised for the second quarter	N/A	N/A	Senior Manager : Corporate Services
158	% of request for brochures, videos and other publications produced and printed	1	Communication Strategy and Policy	Target Achieved. No record of any such request	Unawareness that such requests can be made	Notification through council of such a possibility	Senior Manager : Corporate Services
159	programmes communicated and publicized	1	Communication Strategy and Policy	Target Achieved. All municipal programmes were communicated and publicised	N/A	N/A	Senior Manager : Corporate Services
160	coordinated and video produced	Finalize terms of reference appointment of service provider	Communication Strategy and Policy	Target not achieved. The ToRs are yet to be finalized.	Yet to identify the area of scope	Fasttrack the finalization of the Terms of Reference	Senior Manager : Corporate Services
161	Number of stakeholders meeting coordinated	3	Communication Strategy and Policy	Target achieved. There were several meetings with the business community, magoshi and other sectors of the community	N/A	N/A	Senior Manager : Corporate Services

		162	Number of information sharing sessions coordinated.	5	Communication Strategy and Policy	Target Achieved. The Ward Committee Conference was held from the 6th - 8th September 2013.	N/A	N/A	Senior Manager : Corporate Services
Traffic Management	To improve and ensure the safety of road users	163	Review and implementation of the traffic management operational plan	Traffic management Operational Plan reviewed and adopted	2012/13 Traffic Management Operational Plan	Target achieved. Resolution no.OE 08/13/7.3.1.	N/A	N/A	Senior Manager: Safety and Security
		164	Development and implementation of community safety plan	Process plan developed	New indicator	Target achieved.Resolution no. OE 08/13/7.3.6.	N/A	N/A	Senior Manager: Safety and Security
		165	Reduction of road fatalities.	3 joint operations	Traffic management operational plan	Target achieved	N/A	N/A	Senior Manager: Safety and Security
	To enforce Municipal By-laws to ensure community safety	166	Municipal By-laws Enforced	100% enforcement of By-laws	Approved By-laws	Target not achieved	By-law enforcement staff still to be deployed.	To be pursued in the 2nd quarter.	Senior Manager: Safety and Security
	To deliver traffic and licensing services closer to communities	167	Traffic services decentralized to Eldorado Satellite Office	Opening of the service point	Service decentralized to Alldays Satellite Office	Target achieved.	N/A	N/A	Senior Manager: Safety and Security
	To improve public transport management	168	Local ITP implementation plan developed	Action plan developed and approved.	Local Integrated Transport Management Plan	Target achieved. Resolution no. OE 08/13/7.3.1.	N/A	N/A	Senior Manager: Safety and Security
	To reduce the risks of disaster	169	Development of an action plan to implement the Disaster Management Plan	Action plan developed and approved.	Disaster Management Plan	Target achieved. Resolution no. OE 08/13/7.3.3.	N/A	N/A	Senior Manager: Safety and Security
	To protect the municipality from potential risk.	170	Number of risk register developed.	1	Risk register	target achieved	N/A	N/A	Municipal Manager's office
	To ensure reduction of fraud and corruption within the municipality	171	Number of awareness campaigns	1		target achieved	N/A	N/A	Municipal Manager's office

	To ensure functionality of licensing services	172	Licensing Services operational at Satellite offices	100% operational Licensing Services	Decentralization plan in place	Target not achieved.	Awaiting infrastructure number from Roads and Transport department.	To be pursued in the 2nd quarter.	Senior Manager: Safety and Security
SDBIP	To ensure that service delivery is implemented in a planned manner and in compliance with legislation	173	Availability of the SDBIP	N/A	2012/13 SDBIB	Target achieved	N/A	N/A	Municipal Manager's office
Annual performance report	To ensure that annual performance report is developed in time	174	Availability of annual performance report	Annual performance report be prepared and submitted	MFMA	Target achieved	N/A	N/A	Chief Financial Officer
Review of finance policies and strategies	To ensure alignment of policies to relevant legislation	175	Alignment of policies to relevant legislation	4 policies reviewed	MFMA	Target not achieved	13 policies and strategies adopted by council for implementation.	Due to year end processes	Chief Financial Officer
Audit	To ensure that the Municipality achieves clean audit on the financial statements by 2014	176	Availability and implementation of Action Plan to address all issues raised by the Auditor General on the 2013/14 Financial Statements	N/A	2012/13 Action plan	Target achieved Action plan reviewed by Management and Internal Audit (Finance Audit findings by AG)	N/A	N/A	Chief Financial Officer
AFS Preparation	To ensure timeous preparation of the year end and annual financial statements	177	Availability of year end procedure for the preparation of AFS	N/A	Implementation of audit intervention strategy	Target achieved year end procedure reports developed and approved	N/A	N/A	Chief Financial Officer
Budget Preparation	To ensure timeous preparation of the annual and adjustments budgets	178	Compliance with Annual and adjustment budget (2013/14) in terms of S 16 of the MFA	IDP and Budget time schedule developed and submitted to council	MFMA	Target achieved, IDP and Budget time schedule developed and submitted to council	N/A	N/A	Chief Financial Officer
		179	Compliance with Annual and adjustment budget (2013/14) in terms of S 16 of the MFA	N/A	MFMA	N/A	N/A	N/A	Chief Financial Officer

		180	Percentage progress with the timeous tabling and adoption of annual budget to council	N/A	MFMA	100% progress (public participation, compilation of final budget and submitted to Council for adoption by end May)	N/A	N/A	Chief Financial Officer
MFMA implementation	To ensure accountability and compliance to statutory and other compulsory reporting requirements	181	Number of sec 71 Reports Submitted to provincial and National treasury	36 Report (OSA, CAA, CFA, BSAO, AD, AC, RME, Schedule C and conditional Grands reports MSIG, MIG, FMG, INEP and EPWP)	Continuous compliance	Target achieved 36 Reports (OSA, CAA, CFA, BSAO, AD, AC, RME, Schedule C and conditional grants reports MSIG, MIG, FMG and EPWP)	N/A	N/A	Chief Financial Officer
		182	Number of financial management reports to Council	1	Municipal Calendar	Target achieved	N/A	N/A	Chief Financial Officer
		183	Availability of Monthly reconciliation developed and approved	32 reconciliations completed and approved (Debtors, Creditors, grants, investments, stores, suppliers, payroll, VAT 201)	MFMA	Target achieved 32 reconciliations completed and approved (Debtors, Creditors, grants, investments, stores, suppliers, payroll, VAT 201)	N/A	N/A	Chief Financial Officer
		184	Half-Year Financial performance assessment report compiled and submitted to the Mayor, Provincial and National Treasury	N/A	MFMA (section 72)	N/A	N/A	N/A	Chief Financial Officer
Support of Good Governance and public participation Structures /forum	To ensure functionality of good governance and public participation forum/Structure to achieve the strategic objective (good Governance and public participation)	185	% of compliance with MPAC programme of action (PoA)	1	MPAC established	Target Achieved	N/A	N/A	Municipal Manager's office
		186	% of MPAC resolution Implemented or responded to	1	Resolutions of the MPAC in place	Target Achieved	N/A	N/A	Municipal Manager's office
		187	Number of Ethics and Disciplinary Committee (EDC) meeting held	1	EDC is in existence	Target achieved	N/A	N/A	Municipal Manager's Office
		189	% of EDC resolution Implemented	1	EDC is in place	Target achieved	N/A	N/A	Municipal Manager's office

		190	Establishment of local (intergovernmental Relations) IGR structure	1	New Indicator	Target achieved	NA	NA	Municipal Manager's office
KPA6: SPATIAL PLANNING AND RATIONALE									
Project	Objectives	KPI No	KPI	Q1 Target(jul-Sep)	Baseline	Actual Performance	Reason for Variance	Corrective Action	Responsible Manager
Functionality of the Local Geographic Names Committee	To ensure naming and renaming of streets and places of importance in Blouberg Municipality	191	Number of LGNC meetings held	1	LGNC established alongside the LUMC	target not achieved	backlog of LUM applications	to ensure that the LGNC is functional and sitting as scheduled before the end of the second quarter	Municipal Manager's office
		192	Availability of a register of street names for Senwabarwana and Alldays	Development of a framework and guideline on the naming and renaming of streets and public facilities Introduction of the LGNC to both Senwabarwana and Alldays residents	LGNC established alongside the LUMC	Target not achieved.	Attending LUMC issues to address LUM backlogs	matter prioritised for the second quarter	Municipal Manager's office
Senwabarwana & Alldays Master plans development	to develop master plans for Senwabarwana & Alldays town so that the town's are properly planned	193	approved draft master plans	appointment of service provider	terms of reference developed	Target achieved. terms of ref approved and advert sent to supply chain	NA	NA	Municipal Manager's office
Senwabarwana urban renewal strategy	to implement the urban renewal strategy	194	Clean, Accessible and safe environment	development of action plan	Adopted Urban Renewal strategy	Target achieved, action plan developed	NA	NA	Municipal Manager's office
Alldays urban renewal plan	to implement the urban renewal strategy	195	Clean, Accessible and safe environment	development of action plan	Adopted Urban Renewal strategy	Target achieved, action plan developed	NA	NA	Municipal Manager's office
Land acquisition	to acquire Puraspan, Laanglagte & Amulree	196	written agreements/ deed of donation	entering into initial negotiations	Potential state land has been identified	Target achieved, correspondence sent to Public Works and they awaiting treasury approval	NA	NA	Municipal Manager's office

		197		entering into initial negotiations	Potential state land has been identified	Target achieved, correspondence sent to Public Works and they are awaiting treasury approval	N/A	N/A	Municipal Manager's office
		198		entering into initial negotiations	Potential state land has been identified	Target achieved, correspondence sent to Public Works and they are awaiting treasury approval	N/A	N/A	Municipal Manager's office
Township Establishment	To facilitate township establishment projects at Tolwe, Senwabarwana Extension 8	199	Approved townships	EIA finalised and approved Tolwe and Senwabarwana 8	Service provider is already appointed and the layout plans have been developed	Target achieved, Tolwe EIA approved and Ext 8 GP approved	N/A	N/A	Municipal Manager's office
Human Settlement	To ensure access to safe and habitable housing	200	Functionality of the Housing Forum	1 Meeting of the Housing Forum held	New indicator	Target achieved, Housing forums successfully held on 05 August 2013	N/A	N/A	Municipal Manager's office
	To ensure all land development practices and changes occur in compliance to the land use management scheme	201	Functionality of the Land Use Committee	1 Meeting of the Land use Committee Held	Land use Committee is Established	Target achieved, All monthly LUM meetings held successfully in Alldays, Tolwe and Municipal offices Senwabarwana	N/A	N/A	Municipal Manager's office
Land use Management	To attain fast tracked development with regard to land development applications received and processed	202	% of Compliance with LUMS	100% processing and finalization of all land development applications and change of land use rights in line with the land use management scheme	Land use Management Scheme is in place	target achieved, all land use applications processed	N/A	N/A	Municipal Manager's office

	203	Acquired land with title deeds	Resubmit a proposal on the transfer of land from the Department of Public Works, as well as Rural Development and Land Reform	State land has been approved identified at Envogelsdri ft for the establishment of an agri-village	Target not achieved	delays in the finalisation of architectural designs from DRDLR	facilitating DRDLR to finalise the proposed architectural drawings	Municipal Manager's office
To acquire strategically located land in Harriswhich	204	Acquired land with title deeds	finalize the registration [process of the farm portion	Land has been identified at Harriswhich for development and the establishment of a municipal satellite office and offer to sell has been signed	Target not achieved	Seller not yet paid	facilitating the payment of the land owner by budget & treasury and infrastructure department	Municipal Manager's office
To Acquire strategically located land in Eldorado	205	Acquired land with title deeds	Develop a proposal on the transfer of land from the land owners:reopen negotiations with the bahananoca Traditional authorities	Land Has been purchased from individual owners at Eldorado but consent from title holders still outstanding	Target not achieved	Postponment of meetings by Bahananoca tribal representatives	We have re-opened negotiations and the last meeting held 09/10/2013	Municipal Manager's office

BLOUBERG LOCAL MUNICIPALITY

CODE : LIM 351



QUARTELY FINANCIAL PERFORMANCE REPORT FOR THE PERIOD JULY TO
SEPTEMBER 2013

PURPOSE

The purpose of this report is to adhere to the requirements of the legislation and regulations, section 71 of Municipal Finance Management Act and requirement 52s stipulated in the Government Gazette No.32141 of the 17 April 2009 (Municipal Budgeting Monitoring and Reporting Regulations: MBMRR).

STRATEGIC OBJECTIVE

To track monthly progress against the targets set in the attached SDBIPs. This will intern to inform decision making and future goal setting. To provide up to date financial and non-financial information to all interested parties as prescribed by MFMA.

To identify problems regarding actual performance of municipal programs with a view to obtain solutions and determine whether the objectives of the Municipality has been met.

To set out the budgeting principles and procedures which the municipality will follow in preparing each annual budget, as well as the responsibilities of various officials and office bearers in compiling such a budget.

BACKGROUND

The Service Delivery and Budget Implementation Plan (SDBIP) is a legal requirement in terms of section 53 (1) of the Municipal Finance Management Act 2003, Act No. 56 of 2003.

The SDBIP provides the link between the Mayor, Council and the administration, and facilitates the process for holding management accountable for its performance. The SDBIP is a management, implementation and monitoring tool that will assist the Mayor, Councilors, municipal manager, senior managers and the community to measure performance against projected targets.

Section 52 (d) and 71 of the MFMA and in terms of Section 28 of the Government Notice 32141 dated 17 April 2009, regarding the "Local Government: Municipal Finance Management Act 2003 Municipal Budget and Reporting Regulation Compliance- Section 71 of the MFMA requires that:

FINANCIAL IMPLICATIONS

The report for the period ending 31 September 2014 indicates various financial risks which require monitoring:

- Achievement of the operating expenditure and revenue budget;
- Achievement of the capital expenditure budget and
- The management of our cash flow on a daily basis.

EXECUTIVE SUMMARY

Cash Flow

The municipality has a bank balance of R 13,563,018 at the end of the month under review and the investment amount of R 20,214,755. Therefore the municipality has R 33,777,773 at the end of September 2013. The progress of Capital projects(conditional grant) and the municipal revenue collection especially services charges is very poor, there is a need for municipality to pull up and fast track the projects, so that we can avoid unauthorized expenditure or roll-over projects .

The municipal has R 33,777,773 cash and cash equivalent and R 17, 70,597 for unspent grant; therefore municipality has cash back for unspent grant and also have fund to fund operational expenses for the coming month.

Therefore is a cause of concern both collection and spending on grant allocation.

INVESTMENT MANAGEMENT

The investment portfolio is prepared in line with the requirement of the municipal investment and PPP regulations –Gazette No.27431, 1 April 2005 issued by the National Treasury.

The below table investment number 20-70-75-0019 indicates the Accrued interest earned from Guarantee investment at the end of September 2013 amounting to R 55,696.15. During the previous month municipality invested R 20,094,569.86 for 30 days. The said investment expired on 2013/09/18, with the interest of R 85,553.32 (R 20,180,123.18) and we did re-investment for 30 days .The re-investment expired on 2013/10/18 and the accrued interest to date is R34, 632.40.

Summary of Investment Register-20-7075-0019

Investment Register	
	Amount
Opening balance at the beginning of the year	3,079,000.00
Accrued Interest earned to date	55,696.15
Closing at the end of the period under review	3,134,696.15

Summary of Investment Register-20-7353-4650

Investment Register	
	Amount
Opening balance at the beginning of the year	20,180,123.18
Accrued Interest earned to date	34,632.40
Closing at the end of the period under review	20,214,755.58

Municipal Revenue

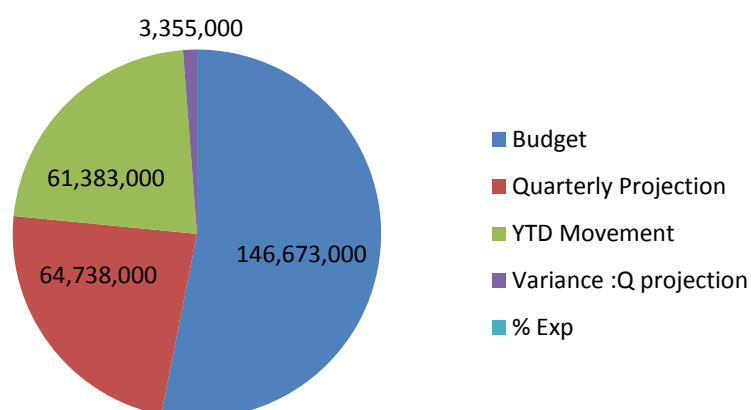
Grant Revenue:

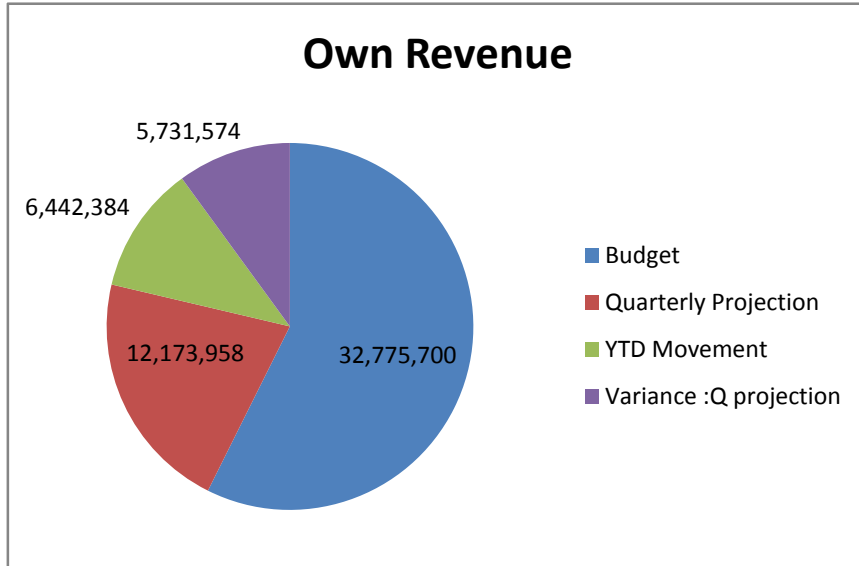
The municipal Grant revenue for the quarter under review is at R 61,383,000 with the quarterly projection of R 64,738,000.

Municipal Revenue

	Budget	Quarterly Projection	YTD Movement	Variance :Q projection	% Exp
Grant Revenue	146,673,000	64,738,000	61,383,000	3,355,000	95
Own Revenue	32,775,700	12,173,958	6,442,384	5,731,574	53
Total	179,448,700	76,911,958	67,825,384	9,086,574	88

Grant Revenue





Operating Grant Received

Operating grants were received as per National treasury schedule

Description	Budget Year 2013/14				
	Original Budget	Quarterly Projection	YearTD actual	Q YTD variance	YTD %
R thousands					
RECEIPTS:					
-					
Operating Transfers and Grants					
Local Government Equitable Share	100,568,000	33000000	41,903,000	-8,903,000	42
Finance Management	1,650,000	1650000	1,650,000	0	100

Municipal Systems Improvement	890000	890000	890,000	0	100
Epwp:public works	1,000,000	1000000	400,000	600,000	40
Total Operating Transfers and Grants	104,108,000	36,540,000	44,843,000	-8,303,000	0
District Municipality:	0	0	0	0	0
<i>None</i>	0	0	0	0	0
				0	0
Total Operating Transfers and Grants	104,108,000	44,843,000	44,843,000	59,265,000	43

Capital Grant Received

Capital grants were received at the end 31 September 2014 as per National Treasury Schedule allocation, except grant from the District for electrification contributions.

Capital Transfers and Grants	Original Budget	Quarterly Projection	YearTD actual	Q YTD variance	YTD
Municipal Infrastructure Grant (MIG)					%
<i>INEP /DME</i>	7,000,000	3,000,000	3,500,000	-500,000	50
<i>Total Capital Transfers and Grants</i>	41,565,000	19,895,000	16,540,000	3,355,000	39
District Municipality:	1,000,000	0	0	0	0
<i>District Grant: Electricity</i>	1,000,000	0	0	0	0
				0	0
					39
Total Capital Transfers and Grants	42,565,000	19,895,000	16,540,000	3,355,000	

Municipal Own Revenue:

The municipal Own revenue for the quarter under review is at R 6,442.384 with the quarterly projection of R 12,173,958.

Property rate

On property rates for the quarter we have billed R 11,454,044 amount with the quarterly projection of R6, 509,999, which is 175%. We billed according to valuation roll.

In terms of collection we collected R 1, 8 million under the quarter review with the projection of R 6, 5 million. Due to non-payment of resident, business and government but public works promise to pay.

Refuse

Refuse, the current bills are still a month behind due to year end process.

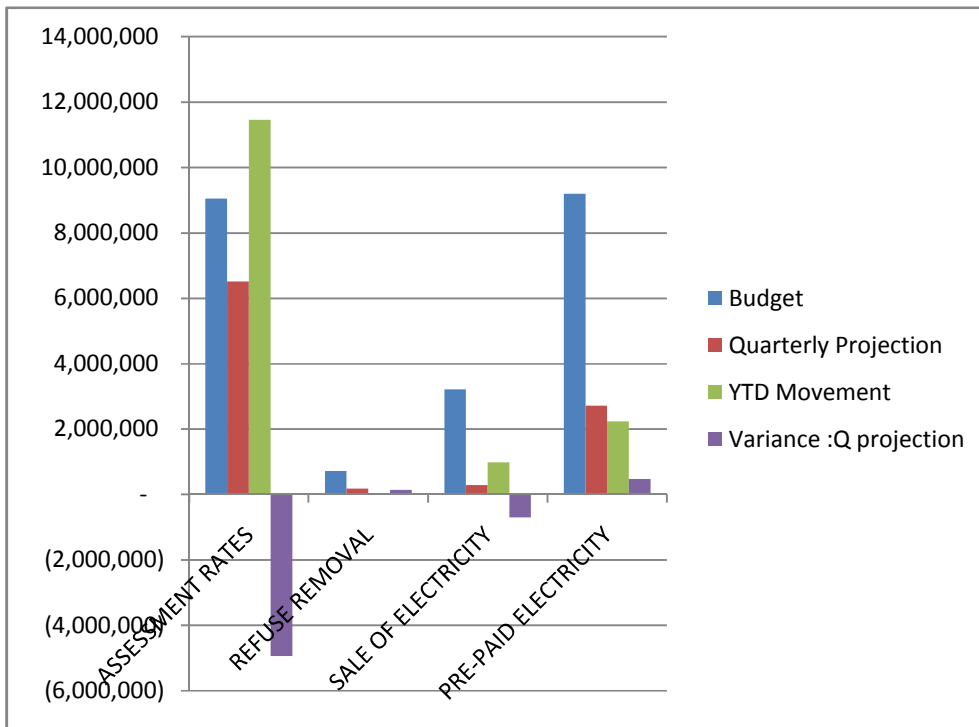
In terms of collection we collected R 55,679 under the quarter review with the projection of R 182,649, reason being non payment both resident and business.

Electricity

On electricity we are doing well on prepaid the challenge is on billing .we collected R 2,4 million with the projection of R 3,0 million.

Budget Vs Billing Income

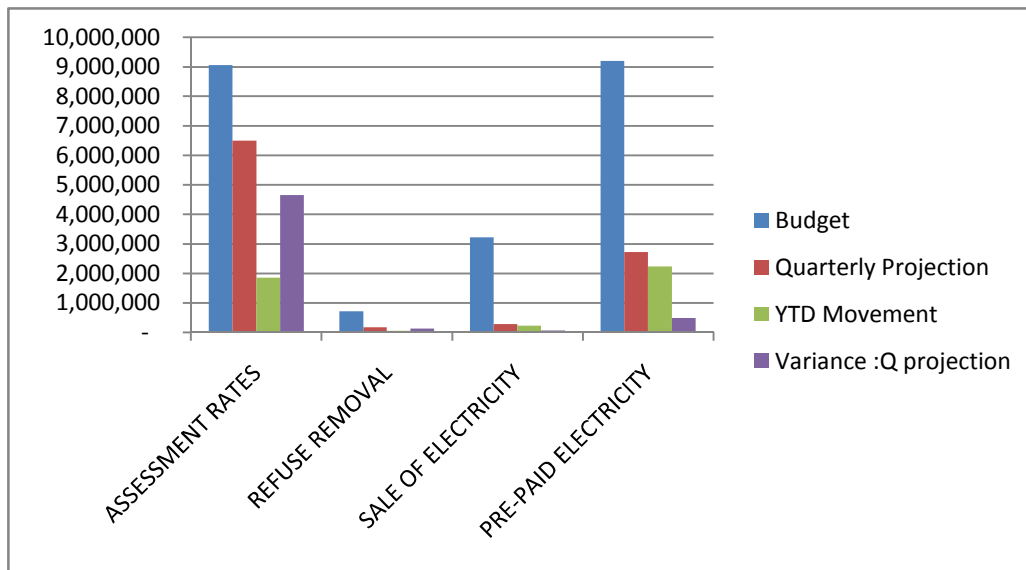
SERVICES CHARGES					
	Budget	Quarterly Projection	YTD Movement	Variance :Q projection	% Billing
ASSESSMENT RATES	9,057,022	6,509,999	11,454,045	(4,944,046)	175.9
REFUSE REMOVAL	721,650	182,649	40,538	142,111	22.19
SALE OF ELECTRICITY	3,216,336	286,000	986,533	(700,533)	344.9
PRE-PAID ELECTRICITY	9,200,000	2,719,510	2,237,357	482,153	82.27
TOTAL TRADING SERVICES	22,195,008	9,698,158	14,718,472	(5,020,314)	151.8



Budget Vs Actual Income

SERVICES CHARGES					
	Budget	Quarterly Projection	YTD Movement	Variance :Q projection	% collection
ASSESSMENT RATES	9,057,022	6,509,999	1,858,043	4,651,956	28.54
REFUSE REMOVAL	721,650	182,649	55,679	126,970	30.48
SALE OF ELECTRICITY	3,216,336	286,000	227,786	58,214	79.65
PRE-PAID ELECTRICITY	9,200,000	2,719,510	2,237,357	482,153	82.27

TOTAL TRADING SERVICES	22,195,008	9,698,158	4,378,865	5,319,293	45.15
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Traffic Services:

The total collection for traffic is at R 806,445 with the projection of R 1,149,300 in percentage is 70%.

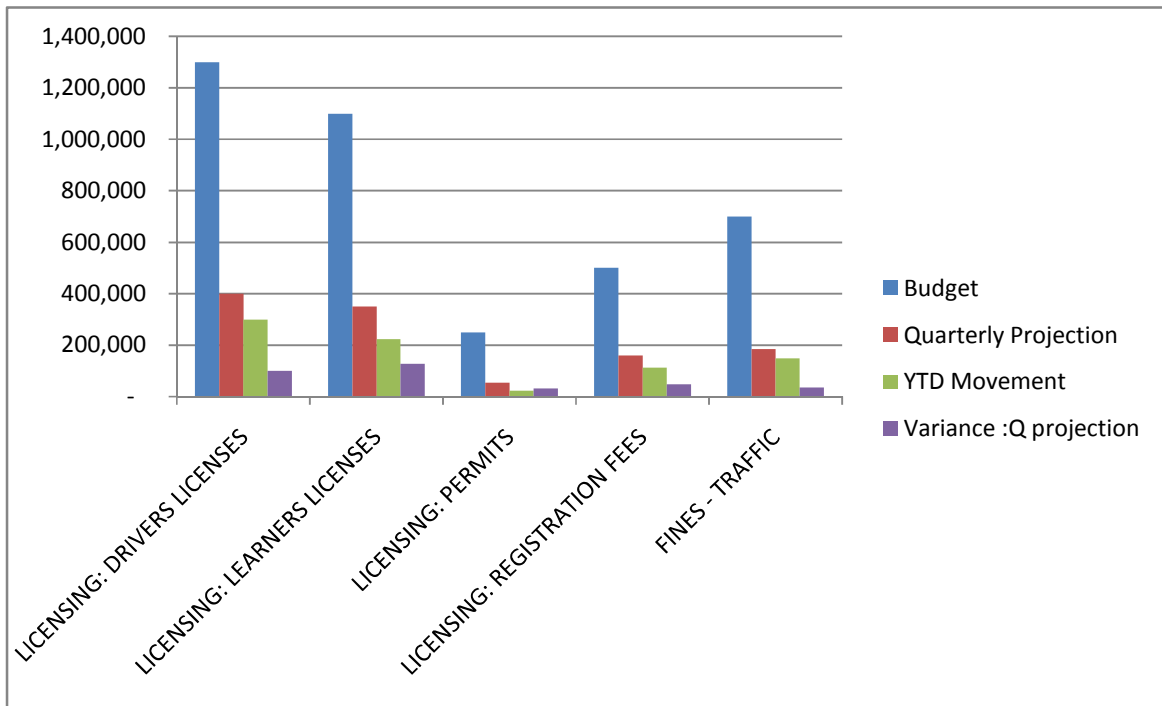
The municipality did not do well on traffic fine as per quarterly projections. Because of unavailability of overtime budget, most of the peoples who get fines are from Pretoria and they coming back on weekend although we send them the SMS some they respond and others they ignore.

On licensing the municipality did not perform well as per quarterly projections, due to poor attendance of applicants for drivers and learners licenses. Registration fee is because of online RWC and we are planning to approach local farmers to register their vehicle at Blouberg municipality.

Traffic Services

	Budget	Quarterly Projection	YTD Movement	Variance :Q projection	% Collection
LICENSING: DRIVERS	1,300,000	400,000	299,289	100,711	74.82
LICENSING: LEARNERS	1,100,000	350,000	222,875	127,125	63.68
LICENSING: PERMITS	250,000	54,000	22,544	31,456	41.75
LICENSING: REGISTRATION FEES	500,000	160,300	112,298	48,002	70.05
FINES - TRAFFIC	700,000	185,000	149,440	35,560	80.78

SUB-TOTAL FINES	3,850,000	1,149,300	806,445	342,855.38	70.17
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Other Income:

Other Revenue

In terms of other revenue we have collected R 1, 257,, 074 with the quarterly projections of R1,326,500, in percentage is 95% of the quarterly budget.

The following are other revenue per source.

OTHER REVENUE

Description	Budget	Quarterly Projection	YTD Movement	Variance :Q projection	% Collection
ADVERTISEMENT	6,085	1,000	-	1,000	
AUCTION KRAAL	21,200	1,500	5,263	(3,763)	24.82
BILLBOARDS	23,400	2,500	-	2,500	
BUILDING PLANS	100,000	18,000	20,020	(2,020)	20.02
BURIAL FEES	44,944	8,300	9,704	(1,404)	21.59
COMMISSION : WATER	-	-	233,941	(233,941)	
CATTLE POUND	110,040	6,000	10,658	(4,658)	9.68

CONNECTION FEES	244,500	50,000	35,316	14,684	14.44
DATABASE REGISTRATION	40,856	27,000	31,300	(4,300)	76.6
DEVELOPMENT FUND/RURAL RENT	700,000	105,075	132,015	(26,940)	18.85
HAWKERS FEES	84,240	25,000	171	24,829	0.2
CURRENT AND GENERAL	350,344	50,000	41,463	8,537	11.83
INVESTMENTS	336,840	150,000	-	150,000	
DEBTORS IN ARREARS	407,925	97,125	19,381	77,744	4.75
LICENSING : REGISTRATION FEES	-	-	347	(347)	*
LIBRARY SERVICES	-	-	323	(323)	*
FINES - TAMPERED METERS ILLEGAL CONN	147,250	25,000	12,099	12,901	8.21
LGSETA REFUND (CAPACITY BUILDING)	546,112	74,000	39,814	34,186	7.29
LOGBOOK & CAR POTS	38,955	30,000	1,176	28,824	3.01
PHOTO COPIES	29,121	4,000	4,206	(206)	14.44
RECONNECTION FEES	202,500	45,000	9,980	35,020	4.92
SALE OF STANDS/SITES	2,500,000	480,000	538,513	(58,513)	21.54
SUNDRY INCOME	-	-	22,854	(22,854)	
SWIMMING POOLS	-	-	877	(877)	
TENDER DOCUMENTS	42,000	40,000	63,547	(23,547)	151.30
RENTAL FACILITIES	312,900	30,000	24,106	5,894	7.7
STADIUMS	300,000	35,000	-	35,000	
STREET TRADERS : PERMITS	141,480	22,000	-	22,000	
TOTAL OTHER INCOME	6,730,692	1,326,500	1,257,074	69,426	95

Municipal Expenditure:

Grant Reconciliation- Receipts Versus Expenditure

The below table shows that there is currently an under spending against received funds.

At the end of September 2013 the municipality has spent 11% of the grants amount received as per DORA allocation to date.

A fundamental part of the review is the performance of major capital projects. At the end of September 2013, the major capital projects were not perform very well as expected .Due to the fact that the contracts are appointed late. The Departments responsible to the projects will monitor and fast track the projects to be completed as per their SDBIP. The total unspent for the month ended 30 September 2013 is at **R 17,700,597**. The total cash and cash equivalent is amounting to **R 33,777,773** and the total grant receive and not spent is amounting to **R 17,700,597**. Therefore municipality has cash back for unspent grant.

Summary of grants: End August 2013							
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	MSIG	FMG	EPWP	CDM	INEP	MIG	Total
Opening balance							
Current receipts	890,000	1,650,000	400,000	-	3,500,000	13,404,000	19,844,000
Conditions met - transferred to revenue	(52,536)	(260,322)	(83,845)		-	(1,746,700)	(2,143,403)
Conditions still to be met - unspent	837,464	1,389,678	316,155	-	3,500,000	11,657,300	17,700,597

Capital Expenditure :

The below table shows the municipal capital projects per item. As we can see there is a serious challenge on the projects, the performance is very poor .

Capital projects for 2013/14 Financial year

CAPITAL PROJECTS

	Budget	YTD EX	Balance	% Ex
INSTALLATION OF CCTV	1,100,000.00		1,100,000.00	
CULVERTS	300,000.00		300,000.00	
PURCHASE OF VEHICLES	2,675,600.00		2,675,600.00	
FURNITURE & FITTINGS	100,000.00	15,300.00	84,700.00	15.3
OFFICE EQUIPMENT	84,200.00		84,200.00	
PURCHASE OF COMPUTERS	112,000.00	27,270.45	84,729.55	24.34
MACHINERY	35,000.00		35,000.00	
CABLE FAULT TRACKER	318,000.00		318,000.00	
LIGHTNING CONDUCTOR WEGDRAAI	600,000.00		600,000.00	
ELECTRIFICATION OF WARD (CLUSTER 1)	915,000.00		915,000.00	
ELECTRIFICATION OF WARD 3 (CLUSTER 1	2,790,000.00		2,790,000.00	
ELECTRIFICATION OF SWEETHOME EXT FAS	450,000.00		450,000.00	
ELECTRIFICATION OF THORPE EXT PHASE	3,845,000.00		3,845,000.00	
SENVABARWANA INTERNAL STREET PHASE 1	6,755,980.00		6,755,980.00	
SENVABARWANA TRAFFIC STATION PHASE 2	5,509,020.00	243,499.07	5,265,520.93	4.42
LETHALENG PRE SCHOOL	2,100,000.00	180,526.32	1,919,473.68	8.59
EDMNSDALE PRE SCHOOL	2,100,000.00	180,526.32	1,919,473.68	8.59
CRACOUW PRE SCHOOL	2,100,000.00	180,526.32	1,919,473.68	8.59

PAX PRE SCHOOL	2,100,000.00	180,526.32	1,919,473.68	8.59
BEN SERAKI SPORTS COMPLEX UPGRADING	2,600,000.00		2,600,000.00	
LANGLAAGTE (MANKGODI) MPCC	6,300,000.00		6,300,000.00	
DILAENENG INT STREETS AND STORMWATER	3,000,000.00	210,526.31	2,789,473.69	7.01
CDM GRANT : SPORTS FACILITIES	500,000.00		500,000.00	
COMPUTER AND OFFICE EQUIPMENT	90,547.00		90,547.00	
TOTAL ASSETS FROM GRANTS AND SUBSIDI	46,480,347.00	1,218,701.11	45,261,645.89	2.85

The major capital projects were performed very poor with an amount of R 1,218,701 From July to September 2014. The department responsible will outline the reasons and provide the corrective measures to ensure that projects are complete in time to avoid roll over.

Operational Expenditure:

Summary Expenditure Per Department

DESCRIPTION	BUDGET	Q PROJECTION	ACTUAL EX	VARIANCE Q PROJECTION	VARIANCE: ANNUAL BUDGET	% EX PER Q
Councillor and municipal manager	30,641,611	7,335,151	7,299,312	35,839	23,342,299	99.51
Corporate services	26,180,085	6,368,401	5,417,811	950,590	20,762,275	85.07
Budget and treasury Office	19,619,378	5,330,724	3,233,903	2,096,821	16,385,475	60.67
Safety and Security	19,515,634	4,827,732	3,893,630	934,102	15,622,004	80.65
Infrastructure and Engineering	28,699,077	7,746,117	7,478,615	267,502	21,220,462	96.55
ED and planning	8,312,567	2,107,987	1,849,952	258,035	6,462,615	87.76
TOTAL	132,968,353	33,716,112	29,173,223	4,542,889	103,795,130	510.21

	BUDGET	Q PROJECTION	ACTUAL EX	VARIANCE Q PROJECTION	VARIANCE: ANNUAL BUDGET	% EX PER Q
EMPLOYEE COST	65,459,629	16,194,388	15,335,874	858,514	50,123,755	95
REMUNARATION OF COUNCILLOR	10,974,724	2,749,605	2,656,792	92,813	8,317,932	97
GENERAL EXPENDITURE	38,027,686	7,632,310	6,445,052	1,187,258	31,582,634	84
REPAIR AND MAINTENANCE	2,016,354	342,250	88,810	253,440	1,927,544	26
SECURITY	2,189,960	547,488	317,397	230,091	1,872,563	58
BULK PURCHASE	14,300,000	3,550,000	4,329,300	(779,300)	9,970,700	122
			-			
TOTAL	132,968,353	31,016,041	29,173,225	1,842,816	103,795,128	482

The following item are at more than 30% spending of the total Budget.

- 📌 Training at 41%
- 📌 Community Participation at 41%
- 📌 Accommodation at 46% for Councillors
- 📌 Accommodation at 49 for Municipal manager 's Office
- 📌 Accommodation at 59% for safety & Security
- 📌 Accommodation at 45% for ED and Planning

Corporate Services

	Budget	YTD Actual	Balance	% Exp
TRAINING	582,640	248,185	334,455	42.59

Councillors and Municipal manager				
CONFERENCES AND CONGRESSES	212,000	98,163	113,837	46.3
CONFERENCES AND CONGRESSES	127,200	62,478	64,722	49.11
COMMUNITY PARTICIPATION	201,400	83,540	117,860	41.47
Safety and Security				
CONFERENCES AND CONGRESSES	63,600	37,626	25,974	59.16
ED and Planning				
CONFERENCES AND CONGRESSES	65,023	29,766	35,257	45.77

Recommendation:

- The accounting officer, Chief Financial Officer and other Directors should encourage better cash management, possibly by prioritising spending.
- Speed up the rate of projects completion in accordance with targets especially the MIG projects.
- Fully Implementation of municipality policies.

SUMMARY MUNICIPALITY

EXPENDITURE

EMPLOYEE/COUNCILLORS RELATED COST

EMPLOYEE SALARIES AND ALLOWANCES

	Budget	Quarterly Actuals	Balance	%
ACTING ALLOWANCE	290000	90,086.67	199,913.33	31.06
BASIC SALARY	41298051	9,033,036.35	32,265,014.65	21.87
HOUSING SUBSIDY	63684	30,159.00	33,525.00	47.35
ANNUAL BONUS	2951436	810,348.82	2,141,087.18	27.45
OVERTIME	550000	202,912.33	347,087.67	36.89
PERFORMANCE BONUS	107000		107,000.00	
REDEMPTION OF LEAVE	409490	83,508.20	325,981.80	20.39
STANDBY ALLOWANCE	255150	44,077.14	211,072.86	17.27
TEMPORARY WORKERS	123585		123,585.00	
TELEPHONE /CELLPHONE ALLOWANCES	1018244	331,237.72	687,006.28	32.53
TRANSPORT / VEHICLE ALLOWANCE	7233735	1,996,672.10	5,237,062.90	27.6
REDEMPTION OF LEAVE : LONG SERVICES	42191		42,191.00	
PERSONAL ALLOWANCE: MAYORS OFFICE	294000	90,000.00	204,000.00	30.61
LONG SERVICE	40175		40,175.00	
SUB-TOTAL EMPLOYEE SAL AND ALLOWANCE	54676741	12,712,038.33	41,964,702.67	23.24
EMPLOYEE SOCIAL CONTRIBUTIONS				
MEDICAL AID SCHEME	1612387	428,329.80	1,184,057.20	26.56
PENSION FUNDS	8279574			24.11

		1,996,771.57	6,282,802.43	
UNEMPLOYMENT INSURANCE FUND	358642	75,173.07	283,468.93	20.96
SKILLS DEVELOPMENT LEVY	518245	119,937.70	398,307.30	23.14
BARGAINING COUNCIL	14040	3,623.80	10,416.20	25.81
SUB-TOTAL SOCIAL CONTRIBUTIONS	10782888	2,623,835.94	8,159,052.06	24.33
COUNCILLORS ALLOWANCES	65,459,629.00	15,335,874.27	50,123,754.73	
ALLOWANCES COUNCILLORS	7789414	1,876,225.72	5,913,188.28	24.08
TRAVELLING ALLOWANCE COUNCILLORS	1573980	362,787.69	1,211,192.31	23.04
PENSION CONTRIBUTIONS COUNCILLORS	944388	281,374.49	663,013.51	29.79
CELL-PHONE ALLOWANCE COUNCILLORS	666942	136,404.00	530,538.00	20.45
SUB- TOTAL COUNCILLORS ALLOWANCES	10974724	2,656,791.90	8,317,932.10	24.2
TOTAL EMPLOYEE/COUNCILLORS RELATED C	76434353	17,992,666.17	58,441,686.83	23.54
GENERAL EXPENDITURE				
IT-SYSTEM COSTS	634444		634,444.00	
AUDIT FEES EXTERNAL/INTERNAL	2186252	440,746.24	1,745,505.76	20.15
AUDIT COMMITTEE ALLOWANCES	159000	48,850.27	110,149.73	30.72
ADVERTISEMENTS	106000	50,311.60	55,688.40	47.46 *
ADMINISTRATION COST (MIG)	200000	22,425.63	177,574.37	11.21
BANK CHARGES	371000	63,433.89	307,566.11	17.09
BUILDING PLANNING COSTS	10600	3,859.65	6,740.35	36.41
BURSARIES	21200		21,200.00	
CASUAL WORKERS	1760480			4.76

		83,845.00	1,676,635.00	
CEMETERY COSTS	21200		21,200.00	
CONFERENCES AND CONGRESSES	1210423	329,311.73	881,111.27	27.2
GROUP SCHEMES	94686	24,885.00	69,801.00	26.28
COMMUNITY PARTICIPATION	201400	83,540.00	117,860.00	41.47 *
DIGINET LINE	318000		318,000.00	
DISCRETIONARY FUND	159000		159,000.00	
DISASTER PROVISION	5956		5,956.00	
FREE BASIC SERVICES ELECTRICITY	617980	154,496.97	463,483.03	25
FREE BASIC SERVICES REFUSE	145304		145,304.00	
FINANCE MANAGEMENT GRANT EXPENSES	1150000	209,536.21	940,463.79	18.22
FLEET MANAGEMENT COSTS	224720	57,386.88	167,333.12	25.53
HEALTH AND SAFETY	95400		95,400.00	
IDP (COST)	790000	46,833.79	743,166.21	5.92
INSURANCE	600676	114,472.17	486,203.83	19.05
LAND MANAGEMENT SCHEME	100000		100,000.00	
LICENSES - MOTOR VEHICLES	92432	19,195.10	73,236.90	20.76
MEMBERSHIP FEES	583000	425,570.49	157,429.51	72.99
FUEL & OIL	2569360	326,481.83	2,242,878.17	12.7
NEWSLETTER	212000		212,000.00	
MAYOR'S BURSARY FUND	530000		530,000.00	
NETWORK CABLE	53000		53,000.00	
POVERTY ALLEVIATION	106000		106,000.00	
OUT OF POCKET EXPENSES: WARD COMMITT	2902259	631,167.01	2,271,091.99	21.74
PEST CONTROL	53000		53,000.00	

POSTAGE	22472		22,472.00	
POUND COSTS	21200		21,200.00	
PRINTING & STATIONARY	605496	82,251.65	523,244.35	13.58
PROTECTIVE CLOTHING	424000		424,000.00	
PUBLICITY	121900	1,292.00	120,608.00	1.05
PROFESSIONAL SERVICES	742000	143,900.00	598,100.00	19.39
RENTAL OF OFFICE EQUIPMENT	800000	25,621.52	774,378.48	3.2
REFRESHMENTS	84800	5,701.32	79,098.68	6.72
REFUSE BINS	53360	14,026.32	39,333.68	26.28
SPECIAL FOCUS	318000	104,218.13	213,781.87	32.77
SPORTS FOR EMPLOYEES	224000	178,303.54	45,696.46	79.59 *
SYSTEM IMPROVEMENT	1000000	24,576.00	975,424.00	2.45
VALUATION COST EXPENSES	1000000	293,859.51	706,140.49	29.38
SPORTS DEVELOPMENT	414800	37,875.00	376,925.00	9.13
STORES & MATERIALS	364665	6,130.71	358,534.29	1.68
SUBSISTENCE AND TRAVELLING ALLOWANCE	3381971	675,255.86	2,706,715.14	19.96
SUBSISTENCE AND TRAVELLING COUNCILLO	1401000	289,028.52	1,111,971.48	20.63
SUPPORT FOR WARD COMMITTEES	901000	684,688.00	216,312.00	75.99 *
TRAINING	582640	248,185.37	334,454.63	42.59
TELEPHONE : CELL - PHONES	845880	9,724.48	836,155.52	1.14
WATER AND ELECTRICITY	78652	3,766.04	74,885.96	4.78
IT SOFTWARE AND LICENSES	349800	38,873.75	310,926.25	11.11
EMPLOYEE ASSISTANCE PROGRAMME	57028		57,028.00	
VEETTING	12720		12,720.00	
ARTS & CULTURE	116600			62.74

		73,157.89	43,442.11	
RISK COSTS	53000		53,000.00	
MPAC	100000		100,000.00	
UNBUNDLING OF ASSETS	1500000	368,266.95	1,131,733.05	24.55
MASTER PLANS FOR SENWABARWANA	1100000		1,100,000.00	
SUB-TOTAL GENERAL EXPENSES	34961756	6,445,052.02	28,516,703.98	18.43
GENERAL EXPENSES - BULK PURCHASE				
PURCHASE OF ELECTRICITY	14300000	4,329,299.91	9,970,700.09	30.27
SUB-TOTAL GENERAL EXPEN BULK PURCHAS	14300000	4,329,299.91	9,970,700.09	30.27
GENERAL EXPENSES - CONTRACTED SERVICES				
SECURITY	2189960	317,396.58	1,872,563.42	14.49
SUB-TOTAL GENERAL EXPEN - CONTR SERV	2189960	317,396.58	1,872,563.42	14.49
TOTAL GENERAL EXPENSES	127886069	29,084,414.68	98,801,654.32	22.74
REPAIR AND MAINTENANCE - MUNICIPAL ASS	E			
MUNICIPAL BUILDINGS	600000		600,000.00	
POUND	21200		21,200.00	
MOTOR VEHICLES	324000	64,860.00	259,140.00	20.01
OFFICE FURNITURE & EQUIPMENT	73034		73,034.00	
ELECTRICITY RETICULATION NETWORK	200000		200,000.00	
MACHINERY & EQUIPMENT	74200		74,200.00	
ROADS	428000			5.59

		23,950.00	404,050.00	
IT MAINTENANCE	53000		53,000.00	
WEBSITE MAINTENANCE	44520		44,520.00	
GENERAL REPAIR AND MAINTENANCE	148400		148,400.00	
SPORT MAINTENANCE	50000		50,000.00	
TOTAL REPAIR AND MAINTENANCE - MUNIC	2016354	88,810.00	1,927,544.00	4.4
DEPRECIATION				
DEPRECIATION ON ASSETS	951600		951,600.00	
TOTAL DEPRECIATION	951600		951,600.00	
TRANSFERS TO AND FROM PROVISIONS				
CONTRIBUTION TO BAD DEBTS RESERVE	2114330		2,114,330.00	
TOTAL TO & FROM PROVISIONS	2114330		2,114,330.00	
TOTAL EXPENDITURE (NETT)	132968353	29,173,224.68	103,795,128.32	21.93
REVENUE				
TRADING SERVICES				
ASSESSMENT RATES	-9057022	(11,454,044.67)	2,397,022.67	126.46
REFUSE REMOVAL	-721650	(40,537.61)	(681,112.39)	5.61
SALE OF ELECTRICITY	-3216336	(986,533.36)	(2,229,802.64)	30.67
SEWERAGE CHARGES		(74,543.84)	74,543.84	*
WATER SERVICES CHARGES		(159,396.92)	159,396.92	*

PRE-PAID ELECTRICITY	-9200000	(2,237,356.53)	(6,962,643.47)	24.31
TOTAL TRADING SERVICES	-22195008	(14,952,412.93)	(7,242,595.07)	67.36
OPERATING GRANTS AND SUBSIDIES				
EQUITABLE SHARE	-100568000	(41,903,000.00)	(58,665,000.00)	42
FINANCIAL MANAGEMENT GRANT	-1650000	(1,650,000.00)	-	100
MUNICIPAL SYSTEM IMPROVE GRANT (MSIG	-890000	(890,000.00)	-	100
EXPANDED PUBLIC WORKS PROGR INTERGRA	-1000000	(400,000.00)	(600,000.00)	40
			-	
SUB-TOTAL OPERATING GRANTS AND SUBSI	-104108000	-44843000	-59265000	43.07
CAPITAL GRANTS AND SUBSIDIES				
MUNICIPAL INFRASTRUCTURE GRANT (MIG)	-34565000	(13,040,000.00)	(21,525,000.00)	37.72
MUNICIPAL ELECTRIFICATION (DME)	-7000000	(3,500,000.00)	(3,500,000.00)	50
CONTRIBUTION : CDM	-1000000		(1,000,000.00)	
SUB-TOTAL CAPITAL GRANTS AND SUBSIDI	-42565000	(16,540,000.00)	(26,025,000.00)	38.85
LICENSING: DRIVERS LICENSES	-1300000	(299,288.60)	(1,000,711.40)	23.02
LICENSING: LEARNERS LICENSES	-1100000	(222,874.55)	(877,125.45)	20.26
LICENSING: PERMITS	-250000	(22,543.66)	(227,456.34)	9.01
LICENSING: REGISTRATION FEES	-500000	(112,297.81)	(387,702.19)	22.45
SUB-TOTAL LICENSES AND PERMITS	-3150000	(657,004.62)	(2,492,995.38)	20.85
FINES				
FINES - TAMPERED METERS ILLEGAL CONN	-147250			8.21

		(12,098.68)	(135,151.32)	
FINES - TRAFFIC	-700000	(149,440.00)	(550,560.00)	21.34
SUB-TOTAL FINES	-847250	(161,538.68)	(685,711.32)	19.06
INTEREST EARNED - EXTERNAL INVESTMENT	S			
CURRENT AND GENERAL	-350344	(41,462.99)	(308,881.01)	11.83
INVESTMENTS	-336840		(336,840.00)	
SUB-TOTAL INT. EARNED-EXTERNAL INVES	-687184	(41,462.99)	(645,721.01)	6.03
INTEREST EARNED - OUTSTANDING DEBTORS				
DEBTORS IN ARREARS	-407925	(19,381.18)	(388,543.82)	4.75
SUB-TOTAL INTEREST EARNED-OUT. DEBTO	-407925	(19,381.18)	(388,543.82)	4.75
RENTAL INCOME				
RENTAL FACILITIES	-312900	(24,105.72)	(288,794.28)	7.7
STADIUMS	-300000		(300,000.00)	
SUB-TOTAL RENTAL INCOME	-612900	(24,105.72)	(588,794.28)	3.93
OTHER INCOME				
OTHER INCOME		(4,817.85)	4,817.85	*
ADVERTISEMENT	-6085		(6,085.00)	
AUCTION KRAAL	-21200	(5,263.16)	(15,936.84)	24.82
BILLBOARDS	-23400		(23,400.00)	
BUILDING PLANS	-100000			20.02

		(20,020.46)	(79,979.54)	
BURIAL FEES	-44944	(9,703.69)	(35,240.31)	21.59
CATTLE POUND	-110040	(10,657.89)	(99,382.11)	9.68
CONNECTION FEES	-244500	(35,316.08)	(209,183.92)	14.44
DATABASE REGISTRATION	-40856	(31,299.57)	(9,556.43)	76.6
DEVELOPMENT FUND/RURAL RENT	-700000	(132,015.48)	(567,984.52)	18.85
HAWKERS FEES	-84240	(171.05)	(84,068.95)	0.2
LICENSING : REGISTRATION FEES		(347.36)	347.36	*
LIBRARY SERVICES		(323.32)	323.32	*
LGSETA REFUND (CAPACITY BUILDING)	-546112	(39,814.02)	(506,297.98)	7.29
LOGBOOK & CAR POTS	-38955	(1,176.00)	(37,779.00)	3.01
PHOTO COPIES	-29121	(4,206.17)	(24,914.83)	14.44
RECONNECTION FEES	-202500	(9,979.95)	(192,520.05)	4.92
SALE OF STANDS/SITES	-2500000	(538,513.16)	(1,961,486.84)	21.54
SUNDRY INCOME		(22,853.57)	22,853.57	*
SWIMMING POOLS		(877.19)	877.19	
TENDER DOCUMENTS	-42000	(63,546.83)	21,546.83	151.30 *
STREET TRADERS : PERMITS	-141480		(141,480.00)	
SUB-TOTAL OTHER INCOME	-4875433	(930,902.80)	(3,944,530.20)	19.09
TOTAL OPERATING INCOME	-179448700	(78,169,808.92)	(101,278,891.08)	43.56
TOTAL OPERATING SURPLUS / DEFICIT	-46480347	(48,996,584.24)	2,516,237.24	105.41
CAPITAL				
OWN INCOME FUNDED CAPITAL PROJECTS				

INSTALLATION OF CCTV	1100000		1,100,000.00	
CULVERTS	300000		300,000.00	
PURCHASE OF VEHICLES	2675600		2,675,600.00	
FURNITURE & FITTINGS	100000	15,300.00	84,700.00	15.3
OFFICE EQUIPMENT	84200		84,200.00	
PURCHASE OF COMPUTERS	112000	27,270.45	84,729.55	24.34
MACHINERY	35000		35,000.00	
CABLE FAULT TRACKER	318000		318,000.00	
LIGHTNING CONDUCTOR WEGDRAAI	600000		600,000.00	
TOTAL ASSETS FROM OWN FUNDS (CRR)	5324800	42,570.45	5,282,229.55	0.79
GRANTS FUNDED CAPITAL PROJECTS				
ELECTRIFICATION OF WARD (CLUSTER 1)	915000		915,000.00	
ELECTRIFICATION OF WARD 3 (CLUSTER 1	2790000		2,790,000.00	
ELECTRIFICATION OF SWEETHOME EXT FAS	450000		450,000.00	
ELECTRIFICATION OF THORPE EXT PHASE	3845000		3,845,000.00	
SENWABARWANA INTERNAL STREET PHASE 1	6755980		6,755,980.00	
SENWABARWANA TRAFFIC STATION PHASE 2	5509020	243,499.07	5,265,520.93	4.42
LETHALENG PRE SCHOOL	2100000	180,526.32	1,919,473.68	8.59
EDWINDALE PRE SCHOOL	2100000	180,526.32	1,919,473.68	8.59
CRACOUW PRE SCHOOL	2100000	180,526.32	1,919,473.68	8.59
PAX PRE SCHOOL	2100000	180,526.32	1,919,473.68	8.59
BEN SERAKI SPORTS COMPLEX UPGRADING	2600000		2,600,000.00	
LANGLAAGTE (MANKGODI) MPCC	6300000		6,300,000.00	

DILAENENG INT STREETS AND STORMWATER	3000000	210,526.31	2,789,473.69	7.01
CDM GRANT : SPORTS FACILITIES	500000		500,000.00	
COMPUTER AND OFFICE EQUIPMENT	90547		90,547.00	
TOTAL ASSETS FROM GRANTS AND SUBSIDI	41155547	1,176,130.66	39,979,416.34	2.85