

1/15/2015



MATATIELE

LOCAL MUNICIPALITY

**MATATIELE
LOCAL
MUNICIPALITY**

**2014/15 MID-TERM PERFORMANCE
REPORT**

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1. INTRODUCTION

In terms of Section 72(1) OF THE Local Government: Municipal Finance Management Act, 56 of 2003 (MFMA), the accounting office of a municipality must by 25 January of each year-

- a. Assess the performance of the municipality during the first half of the financial year, taking into account:
 - i. The monthly statements referred to in section 71 for the first half of the financial year;
 - ii. The municipality's service delivery performance during the first half of the financial year, and the service delivery target and performance indicators set in the service delivery and budget implementation plan (SDBIP);
 - iii. The past year's annual report, and progress on resolving problems identified in the annual report; and
 - iv. The performance of every municipal entity under the sole or shared control of the municipality taking into account reports in terms of section 88 from any such entities;
- b. Such a report on such assessment to:
 - i. The mayor of the municipality
 - ii. The National treasury
 - iii. The relevant provincial treasury

Thereafter the mayor must, in terms of Section 54(1):

- a. Consider the statement or report;
- b. Check whether the municipality's approved budget is implemented in accordance with the SDBIP;
- c. Consider and, if necessary make any revisions to the SDBIP, provided that revisions to the SDBIP may only be made with the approval of the council following approval of the adjustments budget;
- d. Issue any appropriate instructions to the accounting office to ensure that the budget is implemented in accordance with the SDBIP; and that spending of fund and revenue collection precede in accordance with the budget;
- e. Identify any financial problems facing the municipality, including any emerging or impending financial problems; and
- f. Submit the report to the council by 31 January of each year.

As stated in section 72(3), The accounting officer must, as part of the review:-

- i. Make recommendations as to whether and adjustments budget is necessary; and
- ii. Recommend revised projections for revenue and expenditure to the extent that this may be necessary.

Accordingly, this report deals with all the above mentioned aspects.

2. OPERATING AND CAPITAL BUDGET PERFORMANCE

APPROVED BUDGET

- a. Council approved total budget of R405, 5m as ff:
 - i. Operating R258m
 - ii. Capital R148m

ACTUAL BUDGET PERFORMANCE

- Operating 41% of R258m which is R106m.
- Capital 28% of R148m which is 41m.

Details are as follows,

Details	Final Budget 14/15	Actuals As At 31 Dec 2014	Projected Actuals 30 June 2014	Variance Over (Under)	% Variance
Property Rates	(30 729 031)	(18 800 738)	-37 601 476.76	-11 928 293.07	61%
Service Charges	(48 690 405)	(18 303 370)	-36 606 740.48	-30 387 035.01	38%
Rental of Facilities	(599 165)	(322 279)	-644 558.76	-276 885.27	54%
Interest O/D	(1 943 340)	(1 846 308)	-3 692 615.54	-97 032.23	95%
Interest E/I	(4 200 000)	(1 609 669)	-3 219 337.42	-2 590 331.29	38%
Fines	(450 000)	(772 434)	-1 544 868.00	322 434.00	172%
Licences & Permits	(2 704 000)	(1 784 637)	-3 569 274.40	-919 362.80	66%
Grants & Subsidies	(231 194 297)	(148 688 042)	-297 376 083.32	-82 506 255.34	64%
Other Income	(54 950 520)	(749 137)	-1 498 274.34	-54 201 383.03	1%
Total Revenue	(375 460 759)	(192 876 615)	(385 753 229)	(182 584 144)	51%
		-			

Details	Final Budget 14/15	Actuals As At 31 Dec 2014	Projected Actuals 30 June 2014	Variance	% Variance
Employee Cost	90 399 594	39 209 737	78 419 474	51 189 857	43%
Cllr Remunerations	17 177 712	7 612 117	15 224 234	9 565 594	44%
Collection Cost	-	-	-	-	-
Depreciation	14 065 850	-	-	14 065 850	0%
Repairs & Maint	12 315 000	1 241 631	2 483 262	11 073 369	10%
Finance Charges	-	-	-	-	-
Bulk Purchases	28 000 000	14 259 579	28 519 159	13 740 421	51%
Contracted Services	15 986 545	5 573 603	11 147 206	10 412 942	35%
Other Expenditure	48 113 976	23 247 986	46 495 972	24 865 990	48%
Grants & Subsidies	27 144 247	12 117 347	24 234 693	15 026 900	45%
Provisions	4 677 597	-	-	4 677 597	0%
Internal Charges	-	112 916			
Total Expenditure	257 880 519	103 374 916	206 524 000	154 618 520	40%
		-			

OPERATING BUDGET PERFORMANCE

<u>Expenditure Remarks</u> <ul style="list-style-type: none"> Budgeted expenditure is within the 50% required for six months. Actual expenditure per approved budget is 40% which is 10% lesser than required 50% of six months. Budget expenditure controlled 	<u>Revenue Remarks</u> <ul style="list-style-type: none"> More rates revenue by 10%. Under collection on service charges by 12%. Over collection on fines by 122%. Over collections on licenses & permits by 16%. Under collection on other income by 49%. Actual revenue per approved budget is 51% which is 1% more.
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CAPITAL BUDGET PERFORMANCE

Office of the Municipal Manager

	APPROVED BUDGET 2014/2015	ACTUALS AT 31-Dec 2014	% SPENT AS AT 31-Dec-14	ADJUSMENT BUDGET 2014/2015
DESCRIPTION				
MUNICIPAL GOVERNANCE AND ADMINISTRATION				
COUNCILLORS ADMINISTRATION PROJECTS				
Office Equipment & Furniture	30 000	3 582	12%	30 000
Mayoral Chain	50 000	-	0%	50 000
	80 000	3 582	4%	80 000
MUNICIPAL MANAGER PROJECTS				
Municipal Manager	42 000	28 603	89%	42 000
Desktop	10 000	-	0%	10 000
Laptops (x2)	32 000	28 603	89%	32 000
Communication unit	55 000	-	0%	55 000
Office Furniture & Branding	50 000	-	0%	50 000
Gazzebo	5 000	-	0%	5 000
SPU	18 000	17 237	96%	18 000
heaters	2 000	1 237	62%	2 000
Laptop	16 000	16 000	100%	16 000
IDP	10 000	-	0%	10 000
Projector	10 000	-	0%	10 000
MRAS	16 000	-	0%	16 000
Laptop	16 000	-	0%	16 000
TOTAL MUNICIPAL MANAGER	221 000	49 421	22%	221 000

Corporate Services Department

Matatiele Local Municipality CAPITAL BUDGET 2014/2015				
	APPROVED BUDGET 2014/2015	ACTUALS AT 31-Dec 2014	% SPENT AS AT 31-Dec-14	ADJUSMENT BUDGET 2014/2015
DESCRIPTION				
MUNICIPAL GOVERNANCE AND ADMINISTRATION				
Corporate Governance	250 000	-	0%	250 000
Electronic Documentation System	250 000	-	0%	250 000
Admin Support	80 000	745 825	932%	80 000
TELEPHONE SYSTEM	-	191 139	#DIV/0!	-
IT EQUIPMENT	-	552 105	#DIV/0!	-
Furniture & Equipment	80 000	2 581	3%	80 000
Council Support	108 000	31 451	29%	108 000
Desktop x2	20 000	-	0%	20 000
Laptops x 3	48 000	31 451	66%	48 000
Furniture & Equipment (Officials)	40 000	-	0%	40 000
Human Resources	90 000	13 706	15%	90 000
Desktop	40 000	-	0%	40 000
Office Furniture	50 000	13 706	27%	50 000
Legal Services	-	-	-	-
	-	-	-	-
ICT Services	1 595 000	1 330 680	83%	1 595 000
IT Equipment	1 595 000	1 330 680	83%	1 595 000
TOTAL CORPORATE SERVICES	2 123 000	2 121 661	100%	2 123 000

Budget treasury office

Matatiele Local Municipality				
CAPITAL BUDGET 2014/2015				
	APPROVED	ACTUALS AT	%	ADJUSMENT
	BUDGET	31-Dec	SPENT AS AT	BUDGET
DESCRIPTION	2014/2015	2014	31-Dec-14	2014/2015
MUNICIPAL GOVERNANCE AND ADMINISTRATION				
BUDGET AND TREASURY				
Budget Planning				
Office Furniture	500 000	69 394	14%	500 000
	-	-	-	
	500 000	69 394	14%	500 000
Supply Chain & Fleet Management				
Toyota Double Cab (Vehicle written-off in 2012 settled by insurer)	379 000	-	0%	379 000
Chev Aveo	136 000	-	0%	136 000
Isuzu Double cab	315 000	-	0%	315 000
Opel Corsa (x2)	261 200	-	0%	261 200
	1 091 200	-	0%	1 091 200
Revenue and Expenditure Management				
Upgrade of Revenue System	300 000	10 191	3%	300 000
	-	-	-	
	300 000	10 191	3%	300 000
TOTAL BUDGET AND TREASURY	1 891 200	79 585	17%	1 891 200

Community Services Department

Matatiele Local Municipality				
CAPITAL BUDGET 2014/2015				
	APPROVED BUDGET 2014/2015	ACTUALS AS AT 31 DEC 2014	% SPENT AS AT 31-Dec-14	ADJUSTEMENTS BUDGET 2014/2015
DESCRIPTION				
COMMUNITY AND PUBLIC SAFETY				
PUBLIC AMENITIES				
Construction of Public Toilets	800 000	-	0%	800 000
Grass Cutters	80 000	-	0%	80 000
Furniture & Equipment community hall chair	300 000	15 691	5%	300 000
Cemetery Establishment	800 000	-	0%	800 000
Cemetery Management System	200 000	-	0%	200 000
Mobile Toilets	100 000	-	0%	100 000
Backup Generator	50 000	-	0%	50 000
	2 330 000	15 691	1%	2 330 000
ENVIRONMENT PROJECTS				
Construction of Landfill Cells	2 500 000	-	0%	2 500 000
	2 500 000	-	0%	2 500 000
PUBLIC SAFETY				
Test ground Surface	1 000 000	-	0%	1 000 000
Fire Arms (x20)	200 000	199 020	100%	200 000
CCTV Camera System	800 000	-	0%	800 000
Rescue Equipment	100 000	91 940	92%	100 000
Alcometre printer	50 000	-	0%	50 000
Renovation of Traffic Offices	100 000	16 013	16%	100 000
Two Way Radio	80 000	65 658	82%	80 000
Automated Generator	150 000	-	0%	150 000
	2 480 000	372 631	15%	2 480 000
COMMUNITY GOVERNANCE				
Desktop	10 000	-	0%	10 000
4 way Printer	7 000	-	0%	7 000
Laptop	16 000	10 468	65%	16 000
	33 000	10 468	65%	33 000
TOTAL COMMUNITY AND PUBLIC SAFETY	7 343 000	398 789	5%	7 343 000

Economic Development planning

Matatiele Local Municipality				
CAPITAL BUDGET 2014/2015				
	APPROVED BUDGET 2014/2015	ACTUALS AS AT 31 DEC 2014	% SPENT AS AT 31-Dec-14	ADJUSTEMENTS BUDGET 2014/2015
DESCRIPTION				
ECONOMIC AND ENVIROMENTAL SERVICES				
PLANNING AND DEVELOPMENT PROJECTS				
-				
-				
LOCAL ECONOMIC DEVELOPMENT				
Grain Storage	400 000	335 077	84%	400 000
Hawker Stalls	500 000	-	0%	500 000
-				
	900 000	335 077	37%	900 000
EDP GOVERNANCE				
Data Projector	15 000	1 561	10%	15 000
	15 000	1 561	10%	15 000
TOTAL ECONOMIC DEVELOPMENT & PLAN	915 000	336 638	37%	915 000

Operations and Maintenance Unit

Matatiele Local Municipality				
CAPITAL BUDGET 2014/2015				
	APPROVED BUDGET 2014/2015	ACTUALS AS AT 31 DEC 2014	% SPENT AS AT 31-Dec-14	ADJUSTEMENTS BUDGET 2014/2015
DESCRIPTION				
ECONOMIC AND ENVIROMENTAL SERVICES				
OPERATIONS & MAINTENANCE				
3.0km(3000m)kerbing and chanelling Material	1 500 000		0%	1 500 000
300 m Storm Water pipe Installation	750 000	28 032	4%	750 000
Laptop x2	32 000	46 405	145%	32 000
Furniture &Equipment	30 000		0%	30 000
Bomag Roller	300 000		0%	300 000
Tar Drums and Material	500 000		0%	500 000
60 Steel 2 compartment lockers	100 000		0%	100 000
Grader	2 200 000	-	0%	2 200 000
Smooth Roller	900 000	-	0%	900 000
	6 312 000	74 438	1%	6 312 000

Project Management Unit

Matatiele Local Municipality				
CAPITAL BUDGET 2014/2015				
	APPROVED BUDGET 2014/2015	ACTUALS AS AT 31 DEC 2014	% SPENT AS AT 31-Dec-14	ADJUSTEMENTS BUDGET 2014/2015
DESCRIPTION				
ECONOMIC AND ENVIROMENTAL SERVICES				
PROJECT MANAGEMENT				
Matatiele CBD Internal Streets-Phase 1	5 697 957	3 369 748	59%	5 697 957
Maluti Internal Streets -Phase 3	200 000	170 895	85%	200 000
Matatiele Internal Streets Phase 2 Area C - Harry Gwala	6 750 000	351 464	5%	2 750 000
Cedarville Internal Streets -Phase 3	4 220 440	7 167 100	170%	8 220 440
Khaue Community Facility	1 250 000	681 055	54%	1 250 000
Bethel Community Facility	919 635	720 891	78%	919 635
Manzi Access Road	2 048 212	1 802 844	88%	2 048 212
Sabasaba Access Road	1 493 367	615 686	41%	1 493 367
Thotaneng Access Road	1 200 000	-	0%	1 200 000
Mqayi Access Road	1 203 028	695 015	58%	1 203 028
Paballong Access Road	2 685 000	213 173	8%	2 685 000
Masopha Access Road	1 500 000	662 300	44%	1 500 000
Mahangwe Sport Field	1 700 000	-	0%	1 700 000
Afsondering Sport Field	1 700 000	-	0%	1 700 000
Nkau Sport Field	1 700 000	-	0%	1 700 000
Majoro Sport Field	1 700 000	-	0%	1 700 000
Epiphany Field	1 700 000	-	0%	1 700 000
Mahasheng Bridge	1 105 000	560 180	51%	1 105 000
Council Chambers	18 800 000	5 028 180	27%	18 800 000
Diaho Great Place	68 703	-	0%	68 703

Matatiele Local Municipality				
CAPITAL BUDGET 2014/2015				
	APPROVED BUDGET 2014/2015	ACTUALS AS AT 31 DEC 2014	% SPENT AS AT 31-Dec-14	ADJUSTEMENTS BUDGET 2014/2015
DESCRIPTION				
ECONOMIC AND ENVIROMENTAL SERVICES				
Maluti Internal Streets -Phase 2	1 418 679	-	0%	1 418 679
Cross to St Johns	230 000	-	0%	230 000
Sekhotlong Access Road	306 889	175 849	57%	306 889
Zingcuka-Madlangeni	311 964	-	0%	311 964
Nyanzela Access Road	3 782 365	1 862 192	49%	3 782 365
Fresh Poduce Market	3 558 000	230 446	6%	3 558 000
Rholweni Bridge	200 000	-	0%	200 000
Lunda Community Facility	1 500 000	1 145 151	76%	1 500 000
Development of Light Industrial Sites	500 000	122 818	25%	500 000
Park Home & Furniture	330 000	-	0%	330 000
Laptops and Printer	39 000	-	0%	39 000
Office and Civic Center	45 000	-	0%	45 000
LED Offices	274 480	3 697	1%	274 480
Finance Offices	5 264 472	2 297 969	44%	5 264 472
	75 402 192	27 876 656	37%	75 402 192
Technical Governance				
Furniture & Equipment	38 000	-	-	38 000
Laptop	19 000	-	0%	19 000
	19 000	-	0%	19 000
TOTAL INFRASTRUCTURE	81 752 192	27 951 094	34%	81 752 192

Electricity Unit

Matatiele Local Municipality				
CAPITAL BUDGET 2014/2015				
	APPROVED BUDGET 2014/2015	ACTUALS AS AT 31-Dec-14	% SPENT	ADJUSTMENTS BUDGET 2014/2015
DESCRIPTION				
TRADING SERVICES				
ELECTRICITY PROJECTS				
Rural Electrification	19 300 000	10 100 812	52%	19 300 000
Itsokolele Ringfeed	850 000	-	0%	850 000
Replace MV Cables	1 000 000	107 125	11%	1 000 000
Replace Mini Subs (Sirah hardware & north end)	750 000	-	0%	750 000
Substation Golf Club	30 000 000	-	0%	30 000 000
Park Homes & Office Furniture	12 000	-	0%	12 000
Tools and Equipment	50 000	2 488	5%	50 000
Radios	10 000	-	0%	10 000
Christmas Decoration Lights	60 000	-	0%	60 000
Five high mast lights	1 250 000	-	0%	1 250 000
Fencing of Electrical Workshop	50 000	-	0%	50 000
	53 332 000	10 210 425	19%	53 332 000
TOTAL TRADING SERVICES	53 332 000	10 210 425	19%	53 332 000

TOTAL CAPITAL PERFORMANCE

Matatiele Local Municipality				
CAPITAL BUDGET 2014/2015				
	APPROVED BUDGET 2014/2015	ACTUALS AT 31-Dec-14	% SPENT	ADJUSTMENTS BUDGET 2014/2015
DESCRIPTION				
MUNICIPAL GOVERNANCE AND ADMINISTRATION	4 235 200	2 250 667	53%	4 235 200
COMMUNITY AND PUBLIC SAFETY	7 343 000	398 789	5%	7 343 000
ECONOMIC AND ENVIROMENTAL SERVICES	82 667 192	28 287 732	34%	82 667 192
TRADING SERVICES	53 332 000	10 210 425	19%	53 332 000
TOTAL CAPITAL PROJECTS	147 577 392	41 147 613	28%	147 577 392

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<p><u>Office of the Municipal Manager</u></p> <ul style="list-style-type: none"> • Total expenditure is 22% which is 28% lesser than required 50% <p><u>Corporate Services Department</u></p> <ul style="list-style-type: none"> • Total expenditure is 100% which 50% more that required 50% <p><u>Budget & Treasury Office</u></p> <ul style="list-style-type: none"> • Total expenditure is 17% which is 37% less than required 50%. <p><u>Project Management Unit</u></p> <ul style="list-style-type: none"> • Total expenditure is 37% which is 13% lesser than required 50% <p><u>Electrical Services Unit</u></p> <ul style="list-style-type: none"> • Total expenditure is 19% which 31% lesser that required 50% <p><u>Community Services Department</u></p> <ul style="list-style-type: none"> • Total expenditure is 5% which is 45% lesser than required 50%. <p><u>EDP Department</u></p> <ul style="list-style-type: none"> • Total expenditure is 37% which is 13% lesser than required 50%. <p><u>O&M</u></p> <ul style="list-style-type: none"> • Total expenditure is 1% which is 49% lesser 	<p><u>Overall Departmental Capital expenditure</u></p> <ul style="list-style-type: none"> • MM's Office <ul style="list-style-type: none"> – Council Admin is 4% – Municipal Manager 89% – Communication 0% – SPU 96% – IDP 0% – MRAS 0% • Corporate Services Department <ul style="list-style-type: none"> – Governance 0% – Admin Support 932% – Council Support 29% – HR 15% – ICT Support 83% – Legal Services (no budget) • Budget & Treasury Office <ul style="list-style-type: none"> – Budget, Planning & Reporting 14% – SCM & Fleet 0% – Revenue & Expenditure Mngt 3% • Community Services Depart <ul style="list-style-type: none"> – Public Amenities 1% – Environmental Services 0% – Public Safety 15% – Governance 65% • EDP Department <ul style="list-style-type: none"> – LED 37% – EDP Governance 10% – Planning (no budget) • Infrastructure Services <ul style="list-style-type: none"> – O&M 1% – PMU 37% – Governance 34% – Electrical Services 19%
<p><u>Approved Budget Mid-Term Performance 2014/2015</u></p> <ul style="list-style-type: none"> – Revenue Budget 51% – Operating Expenditure 40% – Capital Expenditure 28% – Overall Performance 40% 	

3. EXECUTIVE SUMMARY

Department	Number of Targets set for the Quarter	Actual performance against set objectives and targets		Percentage of achievement
		Number of achieved targets	Number of Non Achieved targets	
Budget and treasury Office	34	26	8	81%
Community services department	39	24	15	61%
Corporate services department	46	26	20	56%
Economic Development and planning department	42	21	21	50%
Infrastructure services Department	78	41	37	52%
Office of the Municipal Manager	50	45	5	90%
TOTAL	292	183	106	62%

4. MID-TERM SERVICE DELIVERY PERFORMANCE PER DEPARTMENT

3.1 BUDGET AND TREASURY OFFICE

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
UNIT: BUDGET PLANNING AND FINANCIAL REPORT													
4.2.3 Budget, Reporting and Compliance	1.1.1. Section 71 reports, National Treasury reports and Statutory Returns.	Section 71 reports and Schedule C submitted by set date	Submission of monthly Section 71 reports and Schedule C to National Treasury, Provincial Treasury and Mayor on the 10 th working day of every month	Submission of reports every 10 th working day of the Month	Submission of reports every 10 th working day of the Month	The reports were sent on the following dates: 19 August 2014, 11 September 2014, 09 October 2014, 13 November 2014, 12 December 2014, and 09 January 2015.	N/A	Nil	Nil	Nil	N/A	N/A	N/A

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Budget, Reporting and Compliance	1.1.2. Annual details of bank account (sec 9b)	National Treasury Form submitted by set date	Submission of NT Form A as per MFMA requirements by 1 st July 2014	Signed Primary Bank Account National Treasury Form submitted by the 01 st July 2014	N/A	The Form was signed and sent to National Treasury on the 18 th June 2014	N/A	Nil	Nil	Nil	N/A	N/A	N/A
Budget, Reporting and Compliance	1.1.3. Quarterly reporting on withdrawals	Signed withdrawal form set date	Submission of Withdrawal Report by 10 th working day after the end of each quarter	Monthly report submission on the 10 th working day after the quarter	Monthly report submission on the 10 th working day after the quarter	The reports were submitted on the following dates: 09 October 2014, 09 January 2015.	N/A	Nil	Nil	Nil	N/A	N/A	N/A

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID- TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID- TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Budget, Reporting and Compliance	1.1.4. Bank Accounts Management	Number of Bank reconciliation s agreed to general ledger to be done every month end	12 Monthly Bank reconciliations agreed to general ledger to be done every month end	3 Month bank reconciliations agreed to general ledger every month end	3 Month bank reconciliations agreed to general ledger every month end	12 Bank statements were reconciled on the following dates: 07 August 2014, 04 September 2014, 06 October 2014, 06 November 2014, 09 December 2014, 09 January 2015.	N/A	Nil	Nil	Nil	N/A	N/A	N/A

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID- TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID- TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Budget, Reporting and Compliance	1.1.5. Investments Accounts Management	Number of reports on investments	12 Monthly reports on Maintained Investment Register by 30 June 2015	3 Monthly reports on updated register report every 10 th of the Month	3 Monthly reports on updated register report every 10 th working day of each Month	12 monthly reports on updated register submitted on the following dates: 07 August 2014, 04 September 2014, 06 October 2014, 06 November 2014, 09 December 2014, 09 January 2015.	N/A	Nil	Nil	Nil	N/A	N/A	N/A

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Budget, Reporting and Compliance	1.1.6. Budget related Policies Management	Number of policies reviewed	Annual Review of 43 policies within the legislative prescripts of MFMA, MSA, MPRA and NT Guidelines by 30 June 2015	N/A	Draft proposed amendments on 43 policies		052010537000 0	Nil	Nil	Nil	N/A	N/A	To be done in the 3 rd quarter.
Budget, Reporting and Compliance	1.1.7. Budget Time table schedule	Date of adoption for 2015/16 budget time table	2015/2016 Budget Time table tabling to council by 31 August 2014	Approved Budget Timetable for 2015/2016 By 31st August 2014	N/A	Budget time table was approved by Council on the 31 st July 2014.	052010537000 0	R20 000.00	R20 000.00	Nil	N/A	N/A	N/A

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID- TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID- TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Budget, Reporting	1.1.8. Budget preparation and management	2014/2015 Adjustment budget by set date 2015/2016 Draft Budget by set date approved final budget by set date	01 budget approved by council by 30 th June 2015 01 Adjustment budget approved by the 28 th February 2015	N/A	IDP/BUDGET review community meetings by 30 November 2014	IDP/Budget meetings were held 15 -17 September 2014.	052010537000 0	Nil	Nil	Nil	N/A	N/A	N/A

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID- TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID- TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Budget, Reporting and Compliance	1.1.9. 1 st Draft of Annual Financial Statements and Audit Reports	Clean Audit Report issued by Internal Auditors and individual Audit Committee by set date.	01 Working Paper File of the 1 st draft AFS submitted to Internal Auditors and individual Audit Committee by the 31 st July 2014.	Submitted the 1 st draft Annual Financial Statements to Internal Auditors and individual Audit Committee.	N/A	The 1 st draft AFS was submitted to Internal Auditors and individual Audit Committee members on the 31 st July 2014.	052010519000 0	R100 000.00	R100 000.00	Nil	N/A	N/A	N/A

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID- TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID- TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Budget, Reporting and Compliance	1.1.10. 2 nd Draft Annual Financial Statements	2nd draft annual financial statement with no material misstatement s to auditor- general by set date	01 Working Paper File of the AFS submitted to AG by the 31 st August 2014	Preparation and submission of 2nd draft annual financial statement with no material misstatements to auditor- general by 15th August 2014	N/A	The 2 nd Draft AFS submitted to the Internal Auditors and individual Audit Committee members on the 15 th August 2014.	052010519000 0	R100 000.00	R100 000.00	Nil	N/A	N/A	N/A

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Budget, Reporting and Compliance	1.1.11. 3 rd Draft Annual Financial Statements and Audit Reports from audit committee	3rd draft annual financial statement with no material misstatements to auditor-general by set date	01 Working Paper File of the 3 rd draft AFS submitted to Audit Committee by the 20 th August 2014	Preparation and submission of 3 rd draft annual financial statement with no material misstatements to Audit Committee by 20 th August 2014	N/A	The 3 rd AFS submitted to the Internal Auditors and individual Audit Committee members on the 25 th August 2014.	052010500000	R500 000.00	R500 000.00	Nil	N/A	N/A	N/A
Budget, Reporting and Compliance	1.1.12. Annual Financial Statements and Audit Reports	Audited 2013/14 financial statements	01 Working Paper File of the AFS submitted to AG by the 31 st August 2014	Submitted Annual Financial Statements to AG	AG's final Report	Final AFS submitted to the AG on the 29 th August 2014.	0520305130000	R1 000 000.00	R1 000 000.00	Nil	N/A	N/A	N/A

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Budget, Reporting and Compliance	1.1.13. Clean Audit Report	Audit report	Achieve a clean audit report	N/A	Clean audit report issued by the AG	An unqualified audit opinion was issued by the AG	0520305130000	R3 000 000.00	R2 701 796.61	Nil	N/A	N/A	N/A
Budget, Reporting and Compliance	1.1.14. Standard Charts Of Accounting(SCOA) Regulations	Updated SCOA Regulations	Adherence to SCOA Regulations	N/A	Implementation of SCOA Regulations	SCOA project team clear time lines submitted to Council, National Treasury and SALGA	0520305190000	R1 000 000.00	R0	Nil	N/A	N/A	N/A

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
UNIT: REVENUE, DEBT COLLECTION AND EXPENDITURE MANAGEMENT													
4.2.1 Expenditure Management	1.3.1. Creditors Administration	Percentage of received invoices per month against number of payments made within 30 days.	100% payments for Creditors and Other Service Providers to be done within 30 Days as per MFMA requirements	100% Payments done within 30 days on receipt of invoice	100% Payments done within 30 days on receipt of invoice	85.70 invoices received by creditors were paid within 30 days.	N/A	Nil	Nil	Nil	14.30 % of invoices were not paid within 30 days.	14.30 % of invoices were not paid within 30 days due to late submission of the invoices to creditors unit for processing	Departments to submit invoices on time to creditors in order to process a payment within 30 days.

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
4.2.1 Expenditure Management	1.3.2. Payroll Administration by 25 th of each month	Monthly payments of salaries by the 25 th each month	Monthly payments of salaries by set date	Salaries paid on the 25 th of the month.	Salaries paid on the 25 th of the month.	Salaries were paid as follows : Released by the 23/07/14 21/08/14 22/09/14 23/10/2014 24/11/2014 12/12/2014	N/A	Nil	Nil	Nil	N/A	N/A	N/A
Municipal Financial Viability	1.3.3. Debt Collection	Amount debt reduced by set date	Reduce debtors from R48,8 million to R38 million by 30 June 2015.1	R2 500 000 debt reduction	R3 500 000 debt reduction	Debt book has increased to R 59 MILLION	N/A	Nil	Nil	Nil	Debt not reduced.	Failure of the debt collector to collect the old debt due to lack of information on the debtors books .Non Payment of rates and refuse	Revenue enhancement strategy and data cleansing will assist in locating debtors information in order blacklist debtors with arrears'

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				Q1 TARGETS	Q2 TARGETS								
Municipal Financial Viability	1.3.4. Identify and support households that are indigent in a municipal jurisdiction.	Number of households receiving subsidy	12613 Households to receive subsidy by 30 June 2014.	11 000 Beneficiaries	11 500 Beneficiaries	Alternative Energy Gel 6000 Alternative Energy : Solar 1994 Refuse and Rates 954 FBE at Eskom 3453 FBE Internal :768 Total Number :13 169	05303549750 00 and 05404049700 00	R5 000 000.00	R 5 931 980	Nil	N/A	N/A	N/A

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Revenue Management	1.3.5 Revenue Enhancement Strategy	Approved Revenue Enhancement Strategy by set date	Develop and Approve Revenue Enhancement Strategy at 30 June 2015	N/A	N/A	Draft Strategy has been done in process of being sent to council for adoption	052010 4980 027	Nil	Nil	Nil	N/A	N/A	N/A
Revenue Management	1.3.6 Supplementary Valuation Roll	Date of signed Supplementary Valuation Roll	Signed 2 nd Supplementary Valuation Roll by 30 June 2015	N/A	N/A	N/A	0520104980042	Nil	Nil	Nil	N/A	N/A	N/A

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			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
REVENUE Management	1.3.7 Acquire and Implement Smart Metering to reduce electricity line loss	Acquired smart metering system by set date	To acquire Smart Metering Solution by 30 June 2015	Appointment of Service Provider	1 st Phase Implementation : Install Check Meters	Service Provider has not been appointed	0520305190000	R1 000 000.00	N/A	Nil	Service provider has not been appointed	Lack of expertise from the municipality in drafting TOR as a result the valuation committee could not complete in evaluating the project.	The Accounting Officer to appoint an external professional to draft the TOR and assist committees with any queries that may arise.
Municipal Financial Viability	1.3.8 Billing of Accounts	Number of accounts billed and posting done by set date	Billing done end of each month and Posting of 7500 accounts delivered by the 10 th of the	Billing done by end of the month and Posting of 7500 accounts by the 10 th of	Billing done by end of the month and Posting of 7500 accounts by the 10 th of	Posted Accounts July – 6818 (22/08/2014) Aug – 6138 (9/9/14)	0520205380000	R40 000.00	64 195	Nil	July and November statements were sent after the 10 th of the month	Delays in balancing the valuation roll and delays in courier	Ensure balancing is done on time and the service provider to ensure they

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				Q1 TARGETS	Q2 TARGETS								
			month	each month	each month	Sept – 6046 (10/10/14) Oct – 5800 (11/11/14) Nov – 7232 (10/12/14) Dec – 7206					and the number of Billed accounts was less than 7500	services to deliver the accounts from printers. The balance for unsent accounts for each month was accounts with credit balance or with no outstandin g balance due	deliver on time

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				Q1 TARGETS	Q2 TARGETS								
Revenue Management and Expenditure Management	1.3.9 Capacity Building	Number of employees trained	Training of 6 revenue and Expenditure employees	N/A	N/A	3 Payroll Employees have been sent for Training on VIP Payroll System	0520105000000	Nil	Nil	Nil	N/A	N/A	N/A
Revenue Management and Expenditure Management	1.3.10 Reconciliation of debtors	Number of monthly debtor's reconciliations	12 Monthly reconciliation	3 Reconciliation s	3 Reconciliations	6 Monthly reconciliations have been done	0520105000000	Nil	Nil	Nil	N/A	N/A	N/A

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Municipal Financial Viability	1.3.11 Establish Free Basic Services Steering Committee	Established FBS Steering Committee by set date	Free Basic Services Steering Committee established by 30 June 2014.	N/A	N/A	N/A	N/A	Nil	Nil	Nil	N/A	N/A	N/A
Revenue Management	1.3.12 Charge interest on outstanding debt	Amount raised on Levying of Interest on outstanding debtors	Annual charge of interest on outstanding debt by 30 June 2015	Monthly charge of interest on outstanding debt	Monthly charge of interest on outstanding debt	Interest Raised per quarter : July = R275 428.00 Aug = R286 581.00 Sept = R278 838.00 Oct = R388 608.00 Nov = R385 083.00 Dec = R387 727.00	N/A	(R892 500.00)	Nil	R2 002 266.00	N/A	N/A	N/A

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANC E AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID- TERM	ACTUAL EXPENDITUR E AS AT END OF MID- TERM	REVEN UE GAIN ED AT MID- TERM	DEVIATIO N FROM THE TARGET	REASON FOR THE DEVIATIO N	CORRECTIV E MEASURE
				Q1 TARGETS	Q2 TARGETS								
Revenue Management and Expenditure Management	1.3.13 Monitoring of Fruitless and Wasteful Expenditure	Number of reports and registers on the Amount of Fruitless and Wasteful Expenditure Incurred	12 Monthly Report Monitor and Report on Fruitless and Wasteful Expenditure by 30 June 2015	3 Monthly Registers and 3 monthly reports	3 Monthly Registers and 3 monthly reports	6 monthly reports and the 6 registers have been done	N/A	Nil	Nil	Nil	N/A	N/A	N/A
Revenue Management and Expenditure Management	1.3.14 Monthly Cash Flow Projection	Number of Monthly report of cash flow	12 Monthly Cash Flow Projection	3 Monthly Cash Flow Projection	3 Monthly Cash Flow Projection	Not done	N/A	Nil	Nil	Nil	Cash Flow Projection has not been done	Time constraint	To ensure that cash flow is done every month

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			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
UNIT: SUPPLY CHAIN MANAGEMENT													
Supply Chain Management	1.2.1. Procurement Plan Management & Implementation	Approved Procurement Plan by set date.	To have an approved Procurement Plan 31 July 2014.	Approved Procurement Plan by 31/07/14.	N/A	Approved on 30 September 2014 by Council.	N/A	Nil	Nil	Nil	Late approval of procurement plan by council.	Target is not achievable Council sits on a quarterly basis.	Revise Target to be in line with sitting of Council.
Supply Chain Management		Number of reports in the implementation.	Implementation of the approved procurement plan. 30 June 2015	1 Report on awards as per the Approved Demand Management Plan.	1 Report on awards as per the Approved Demand Management Plan.	2 Report on awards as per the Approved Demand Management Plan submitted to MTM one on the 07 October 2014 and one on the 06 January 2015.	N/A	Nil	Nil	Nil	None	None	None

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Supply Chain Management	1.2.2. Supply Chain Management.	Number of Reports to Management Team Meeting (MTM)	To have 12 monthly reports submitted to Management Team Meeting (MTM)	3 Monthly Report to Management Team Meeting (MTM)	3 Monthly Report to Management Team Meeting (MTM)	6 Monthly reports submitted to MTM namely: 12 /08/2014; 09/09/2014; 07 /10/2014; 11/11/2014; 09/12/2014; 05/01/ 2015	N/A	Nil	Nil	Nil	None	None	None
Supply Chain Management		Report to standing committee on a quarterly basis	4 Quarterly reports to STANCO, EXCO and the Council.	1 reports to STANCO, EXCO and the Council.	1 reports to STANCO, EXCO and the Council.	2 quarterly report submitted one on the 07/10/2014 and 05 /01/2015	N/A	Nil	Nil	Nil	None	None	None

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Supply Chain Management	1.2.3. Contract Management.	Number of days taken for contracts/SLA to be signed	Contracts/ SLAs to be done within 7 days from the date of appointment as per Procurement plan by 30 June 2015	Number of Contracts/ SLAs signed within 7 days from the date of appointment	Number of Contracts/ SLAs signed within 7 days from the date of appointment	There were no awards in the 1 st quarter and on 12 SLAs were prepared in 2 nd quarter, but 8 were signed within 7 days from the date of appointment	N/A	Nil	Nil	Nil	4 SLAs were not signed within 7 days from the date of appointment .	Department s taking longer to submit their inputs as to other crucial things that need to be included in the SLAs	Reminder emails are sent to respective project managers.
Assets Management	1.2.4. Fixed Asset management	Reports to MTM, Management Team Meeting (MTM) on a monthly basis.	4 quarterly reports on assets physical verification.	1 reports on assets physical verification.	1 reports on assets physical verification.	2 reports on Assets Physical Verification 1 st report submitted 07/10/2014 and 2 nd report on the 05/01/2015	N/A	Nil	Nil	Nil	None	None	None

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
		Number of Reports to standing committee, EXCO and Council on a quarterly basis the Updated Fixed Asset Register	12 monthly reports on assets reconciliations to General Ledger.	3 monthly reports on assets reconciliations to General Ledger.	3 monthly reports on assets reconciliations to General Ledger.	6 Monthly reports on assets reconciliations to GL submitted on the 12/08/ 2014; 09/09/2014; 07/10/2014; 11/11/2014; 09/12/2014; 05/01/2015	N/A	Nil	Nil	Nil	None	None	None
		Number of reports on GRAP compliant asset register	4 quarterly reports on GRAP compliant Asset Register.	1 reports on GRAP compliant Asset Register	1 reports on GRAP compliant Asset Register	2 reports on GRAP compliant Asset Register prepared and submitted on the 07/10/2014 and 05/01/2015	N/A	Nil	Nil	Nil	None	None	None

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Assets Management	1.2.5. Short Term Insurance Management	Number of report on insured assets	12 Reports on Risk Cover for all Movable and Immovable Assets of the Municipality by 30 June 2014	3 reports on the cover of all movable and immovable assets of the municipality	3 reports on the cover of all movable and immovable assets of the municipality	6 reports on the cover of all movable and immovable assets of the municipality prepared and submitted on the12 /08/ 2014, 09/ 2014 and 07/10/2014 11/11/2014; 09/12/2014 and 05/01/2015	05 20 25 5310 000	R200 000.00	R45 922.96	Nil	None	None	None

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANC E AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITUR E AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Fleet Management	1.2.6. Fleet Management System	Monthly reports on management of fleet	12 Detailed Reports on Fleet Management By 30 June 2015	3 Monthly reports on fleet management	3 Monthly reports on fleet management	6 Monthly reports on fleet management prepared and submitted 12/08/ 2014,09 09/2014 07/10/ 2014; 11/11/2014; 09/12/2014 and 05/01/2015	N/A	Nil	Nil	Nil	None	None	None

3.2 COMMUNITY SERVICES DEPARTMENT

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PEFRFOMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
UNIT: ENVIRONMENTAL AND SOLID WASTE MANAGEMENT													
Environmental And Waste Management	2.1.1 Refuse collection in residential areas	Number of households receiving refuse collection services	To provide refuse removal services to 5420 household in ward 1,19,20,26 by 30 June 2015	Household refuse collection	Household refuse collection	5420 households receives refuse removal	053035 4910 000	R930 000.00	R853 667.79	Nil	None	N/A	N/A
Environmental And Waste	2.1.2 Refuse Collection in the CBD/ Business	Numbers of wards receiving refuse collection.	To provide refuse removal services to business/ CBD in ward	Businesses/ CBD refuse collection in ward 19 & 26	Businesses/ CBD refuse collection in ward 19 & 26	Business/ CBD in Ward 19 & 26 receives removal collection	0530354910 0 000	R840 000.00	R711 716.05	Nil	None	N/A	N/A
Environmental And Waste	2.1.3 Landfill cells construction	Number landfill use cells constructed	Construction of 3 landfill refuse cells by 30 June 2015	Procurement process	Construction of 3 landfill refuse cells	Project briefing and Site inspection.	803035 5751 025	R1 250 00.00	0.00	Nil	Late advertisement of the project	Procurement processes	Construction will be conducted in the 3 rd and 4 th quarter 40

Management	2.1.4 Waste management awareness campaigns	Number of awareness campaigns conducted to communities by set date	Conduct awareness campaigns on waste management to communities in 26 Wards by	6 Awareness campaigns	7 Awareness campaigns	13 different campaigns conducted in wards 1, 19, 20, 22, 6	N/A	Nil	Nil	Nil	None	N/A	N/A

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Environmental And Waste Management	2.1.5 Curbing of illegal dumping sites in Matatiele	Monthly reports	To identify and eradicate dumping In Matatiele, Cedarville and Maluti through By-law enforcement and awareness	Illegal dump curbing	Illegal dump curbing	8 illegal dumping areas were identified and attended to.	N/A	N/A	Nil	Nil	None	N/A	N/A
Environmental And Waste	2.1.6 Drain cleaning and grass cutting	Number of wards receiving grass cutting and drainage cleaning services	To provide drain cleaning and grass cutting services in ward 1, 19, 20 & 26 by	Procurement of services	Cleaning of drains and Grass cutting	Ward 1, 19, 20 and 26 received grass cutting	0530354910000	R1 470 000	R1 320 770.95	Nil	None	N/A	N/A

Environmental And Waste Manag	2.1. 7 Recreational park establishment	Established recreational park by set date	To establish one recreational park in ward 19 by 30 June 2015	Progress monitorin g and reporting	Progress monitorin g and reporting	Progress Monitored through sites visits and reporting through PAC Meeting.	DEA Budget	R3 000 000.00	R1 600 000.00	Nil	None	N/ A	N/ A
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DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Environmental And Waste	2.1.8 Fencing of communal cemetery	Number of cemeteries fenced	Two cemeteries fenced by 30 June 2015	Procurement of material	N / A	Material has been procured. Public participation within respective	804005 5751 0 2 1	Nil	R0.00	Nil	None	N / A	N/A
Environmental And Waste Management	2.1.9 Requisition of cemetery management system	Number of cemeteries receiving the management system	Management system procured by 30 June 2015	N / A	N/A	N/A	804005 5751 022	Nil	R0.00	Nil	None	N/A	N/A
Environmental And Waste Management	2.1.10 Construction of Nature Reserve Gateway Office Complex	Completed structure of Gateway Office Complex by set date	Practical completion and handover of Gateway Office Complex by 30	Progress monitoring and reporting	Progress monitoring and reporting	Business plan submitted to the DEA for approval Target not met	DEA Budget	R5 000 000.00	R0.00	Nil	Project implementation not yet commenced	Delays in the approval of the business plan	Project implementation will commence in the 3 rd quarter

Environmental And Waste Management	2.1.11	Number of	390	Appointment of	Submission of	520	053536	R2 925 000	R2 414 850.00	N	None	N/A	N/A
	Creation of Jobs through Nkhoesa Mofokeng Expanded Public Works Programme	Beneficiaries benefiting by set date	Nkhoesa Mofokeng beneficiaries and monitoring of beneficiaries by 30 June 2015	390 beneficiaries and submission of time sheets and payment schedules to finance and performance report to	time sheets and Payment schedules to finance and submission of performance report to management	beneficiaries were appointed Target met	4980 059 & 054010 4691 001			il			

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Environmental And Waste Management	2.1.12 Creation of Jobs through Rea Hloekisa Expanded Public Works Programme	Number of Beneficiaries benefiting by set date	156 Rea Hloekisa beneficiaries and monitoring of beneficiaries by 30 June 2015	Appointment of 156 beneficiaries and submission of time sheets to finance and performance report to management	Submission of time sheets and Payment schedules to finance and submission of performance report to	156 beneficiaries were appointed Target met	053536 4980 059 & 054010 469 1 001	R877 500.00	R690 150.00	Nil	None	N/A	N/A
Environmental And Waste Management	2.1.13 Creation of Jobs through Food for Waste Expanded Public Works Programme	Number of Beneficiaries benefiting by set date	90 Food for Waste beneficiaries and monitoring of beneficiaries by 30 June 2015	Appointment of 90 beneficiaries and submission of time sheets to finance and performance report to management	Submission of time sheets and Payment schedules to finance and submission of performance report to	90 beneficiaries were appointed Target met	053536 4980 059 & 054010 469 1 001	R405 000.00	R573 225.00	Nil	None	N/A	N/A

Environmental And Waste Management	2.1.1 4	Number of Beneficiaries benefiting by set date	Appointment of 100 beneficiaries and submission of time sheets to finance and performance	Submission of time sheets to finance and submission of performance report to management	Submission of time sheets and Payment schedules to finance and submission of performance report to management	100 beneficiaries were appointed Target met	0535364980059 & 0540104691001	R270000.00		Nil	None	N/A	N/A
	Creation of Jobs through Food for Waste Expanded Public Works Programme												

DEPARTMENT	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE THE END OF MID-	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
UNIT: PUBLIC SAFETY													
Public Safety	2.2.1 Disaster, Fire & Rescue awareness campaigns	Number of fire and rescue awareness campaign by set date	8 Fire and rescue awareness campaigns by 30 June 2015	2 fire and rescue awareness campaigns	2 fire and rescue awareness campaigns	16 Fire and rescue awareness campaigns held	N/A	Nil	Nil	Nil	No	Nil	Nil
Public Safety	2.2.2 <u>Testing Station</u> Driver Licenses- Motor vehicle roadworthy licenses - M/vehicle testing	Number of persons/ vehicles tested	To test 4500 people and vehicles for license s by 30 June 2015	1125 people and vehicles tested	1125 people and vehicles tested	6699 People and Vehicles tested	N/A	(R936 000.00)	Nil	R1857899 -84	No	Nil	Nil

Public Safety	2.2.3 <u>Testing Station</u> - Motor Vehicle Licensing	Number of vehicles licensed	To have 3200 vehicles licensed by 30 June 2015	800 vehicles licensed	800 vehicles licensed	6035 Vehicles licensed	N/A	(R416 000.00)	Nil	R2876019 -50	No	Nil	Nil
Public Safety	2.2.4 <u>National Rolling</u> <u>Enforcement Plan</u>	Number of vehicles stopped	8600 cars stopped by 30 June 2015	2150 cars stopped	2150 cars stopped	13365 Cars Stopped	N/A	Nil	Nil	Nil	No	Nil	Nil

DEPARTMENTAL	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Public Safety	2.2.5 <u>Revenue Collection</u> Stock pound and Vehicle pound fees	Amount of Revenue received	Collect revenue of R120 000 stock pound and R40 000 vehicle pound fees by 30 June 2015	Collect R30 000 stock pound fees and R10 000 vehicle pound fees	Collect R30 000 stock pound fees and R10 000 vehicle pound fees	R80168-00 Stock pound fees R65000-00 Vehicle pound fees	N/A	(R80 000.00)	Nil	R145 168.00	No	Nil	Nil
Public Safety	2.2.6 <u>Pounds</u> Vehicle-Live Stock-	Number of vehicles and Livestock impounded	To impound 120 vehicles and impound 125 Live stock by 30 June	To Impound 30 vehicles and impound 31 Live stock	To Impound 30 vehicles and impound 31 Live stock	177 Vehicles Impounded 312 Livestock impounded	N/A	(R80 000.00)	Nil	R145 168-00	No	Nil	Nil

DEPARTMENTAL	PROJECT DESCRIPTION	KP I	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTU AL EXPENDITURE AS AT END OF MID- TERM	REVENUE GAINED A T MID-TERM	DEVIATION FROM T HE TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Public Safety	2.2.7 <u>Traffic Fines</u> Sect 56/341-	Number of sect 56 & 341 fines issued	To issue 5520 sect 56 and 341 fines by 30 June 2015	To issue 1380 sect 56 and 341 fin es	To issue 1380 sect 56 and 341 fin es	3415 sect 56 and 341 fines written 4277 Sect 56 issued	N/A	(R225 000.00)	Nil	R1595700- 00	No	Nil	Nil
Public Safety	2.2.8 <u>Community meetings</u>	Number of transport forum and community safety meetings held	To hold 4 transport forum meetings and 4 communit y safety meetings	To hold 1 transport forum meeting and 1 community safety meeting	To hold 1 transport forum meeting and 1 community safety meeting	8 Transport Meeting held 6 Community safety meeting	N/A	Nil	Nil	Nil	No	Nil	Nil

Public Safety	2.2.9 Installation of 10 CCTV CAMERAS	Number of CCTV cameras purchased and installed by set date	To purchase and install 10 CCTV cameras by 31 March 2015	Supply Chain Management procedure	Procurement of 10 CCTV cameras	Supply Chain Management procedures and 10 CCTV cameras not procured	8030745751038	R400000	Nil	Nil	10 CCTV cameras not procured	Project was placed on hold by general manager due to test station funding being insufficient	Target will be revised on the SDBIP and CCTV cameras will be procured in Quarter 4
Public Safety	2.2.10 Installation of Automated Generator for test centre	Purchased and installed generator by set date	Purchase and install automated generator by	Supply Chain Management procedure	Installation of automated generator	Automated generator not Purchased or installed	8030745751043	R150000.00	Nil	Nil	Yes	Project was placed on hold by general manager due to test	Target will be revised on the SDBIP and project will be completed in Quarter 4

DEPARTMENTAL	PROJECT DESCRIPTION	KP I	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM TARGET	REASON FOR DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Public Safety	2.2.11 Purchase of new firearms for Traffic Officers	Number of firearms purchased for Traffic officers	Purchase new 15 firearms for traffic officers by 31 March 2015	Supply Chain Management procedure and purchase 15 firearms for traffic officers	License application	15 firearms purchased and license application underway	803074 5751 037	R200 000.00	R199020-00	Nil	No	Nil	Nil
Public Safety	2.2.12 Purchase of Lion Alco meter printer	Purchased Lion Alco meter printer by set date	Purchase Lion Alco meter printer by 30 September 2014	Supply Chain Management procedure and purchase lion Alco meter printer	N/A	Documents submitted to SCM Target not met	803074 5751 040	R50 000.00	Nil	Nil	Lion Alco meter printer not purchased	Documentation misplaced by BTO on 3 different occasions	Target will be revised on the SDBIP and project will be completed in Quarter 3

Public Safety	2.2.13 Upgrade Traffic officer offices	Renovated Traffic offices by set date	Renovate Traffic Office by 30 December 2014	Supply Chain Management procedure	Renovation of traffic office	Specifications in process of being drafted for renovation of Traffic Office	803074 5751 041	R100 000.00	Nil	Nil	Renovation of traffic office did not take place	Project was placed on hold by general manager due to test station funding being	Target will be revised on the SDBIP and project will be completed in Quarter 4
Public Safety	2.2.14 Purchase and install of 5 mobile radios	Number of mobile radios purchased and installed in vehicles by set date	Purchase and installation of 5 Mobile radios in vehicles by 30	Supply Chain Management procedure and purchase and install 5 mobile radios in vehicles	N/A	5 Mobile radios Purchased and are installed in the Emergency Vehicles	803074 5751 042	R80 000.00	R65667-00	Nil	No	Nil	Nil

DEPARTMENTAL	PROJECT DESCRIPTION	KP I	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID- TERM	REVENUE GAINED AT MID-TER M	DEVIATION FROM	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Public Safety	2.2.15 Purchase of Rescue equipment	Purchased rescue system by set date	Purchase Rescue equipment by 30 September 2014	Supply Chain Management procedure and purchase of rescue equipment	N/A	Rescue equipment Purchased and operational	803074 5751 03 9	R100 000.00	R91940-00	Nil	Nil	No	Nil
Public Safety	2.2.16 Upgrade of Testing station to an A grade	Upgraded testing station by set date	Upgrading of testing station to a grade A by 30 September 2014	Completion of grade A test station	Progress monitoring and reporting	Project to be Re-advertised by SCM	803074 5751 03 6	R10 0 0000.0 0	Nil	Nil	Testing station not done	Municipal Manager Instruction on 2014/12/08 to re-advertise Project	Target will be revised on the SDBIP and project will be completed in Quarter 4

DEPARTMENTAL	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNE D BUDGET BY MID-TERM	ACTU AL EXPENDITU RE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATI ON	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
UNIT: PUBLIC AMENITIES													
Public Amenities	2.3.1 Public toilets	Number of Units of Public Toilets completed by set date	12 Units of Public Toilets completed by 30 June 2015	Identification of Land; Specification drafted; Environmental Management Plan and designs	Appointment of Service Provider	Land Identified; Specification drafted; Environmental Management Plan not required and designs completed.	8040055751020	R200 000.00	Nil	Nil	Service provider not appointed	Awaiting the appointm ent of the service provider	the service provider will be appointed in quarter 3
Public Amenities	2.3.2 Thaba Chicha Community Hall maintenance project.	Thaba Chicha Community facility maintained and restored by set date	Thaba chicha Communit y facility maintained by 30 June 2015	Specification drafted for purchasing of material	Material Purchased and Hall Maintained.	Renovations completed Target met	0540104690000	R80 000.00	R80 000.00	Nil	N/A	N/A	N/A

Public Amenities	2.3.3 Khubetsoana Community Hall maintenance project.	Khubetswane Community facility maintained and restored by set date	Khubetswane Community facility maintained by 30 June 2015.	Specification drafted for purchasing of material	Material Purchased and Hall Maintained.	An assessment was done and specification drafted.	0540104690000	R80 000.00	Nil	Nil	Material not purchased and hall not maintained	No vehicle assigned to transport material and no professional artisan to do major maintenance	
Public Amenities	2.3.4 Mparane Community Hall maintenance project.	Mparane Community facility maintained and restored by set date	Mparane Community facility maintained by 30 June 2014	Specification drafted for purchasing of material	Material Purchased and Hall Maintained.	Material purchased and the renovations are still in progress	0540104690000	R50 000.00	R30 000.00	Nil	Maintenance not complete	No vehicle assigned to transport material and no professional artisan to do major maintenance	Target will be revised on SDBIP and will be met in Q3

DEPARTMENTAL	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Public Amenities	2.3.5 Admin buildings renovation project.	Admin buildings renovated and maintained by set date	Admin buildings renovated and maintained by 30 June 2015.	N/A	N/A		0540104690000	Nil	Nil	Nil			
Public Amenities	2.3.6 Sigoga Community Hall maintenance project.	Community facility maintained and restored.	Unit completed by 30 June 2015.	N/A	Material purchased, maintenance completed and handed over.	An assessment was done and specification drafted	0540104690000	R80 000.00	Nil	Nil	Material not purchased and hall not maintained	No vehicle assigned to transport material and no professional artisan to do major maintenance the community	Target will be revised on SDBIP and target will be met in Q4

Public Amenities	2.3.7 Gwadana Community Hall maintenance project.	Community facility maintained and restored.	Unit completed by 30 June 2015	N/A	N/A	An assessment was done and specification drafted	0540104690000	R80 000.00	Nil	Nil	N/A	N/A	N/A
Public Amenities	2.3.8 Area C Taxi Rank Renovations	facility maintained and restored	Taxi rank completed by 30 June 2015.	N/A	N/A	The Taxi rank was maintained and restored during quarter 1 because of the urgent need for use by community	0540104690000	Nil	R30 000.00	Nil	N/A	N/A	N/A

DEPARTMENTAL	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Public Amenities	2.3.9 10 sets of soccer poles including nets maintained and supplied	10 sets of soccer poles and nets supplied.	10 sets manufactured and supplied by 30 June 2015	5 sets of soccer poles constructed and delivered	N/A	Specification compiled and sent to SCM.	0540104690000	R40 000.00	Nil	Nil	5 sets of soccer poles constructed	Awaiting for project to be advertised	Target will be revised on SDBIP and target will be met in Q4
Public Amenities	2.3.10 Matatiele Town Hall Maintenance	Town hall maintained and restored.	Town Hall maintained by 30 June 2015	N/A	Material purchased, town Hall maintained and project handed	An assessment was done and specification drafted	0540104690000	R100 000.00	Nil	Nil	Material not purchased and hall not maintained	No professional artisan to do major maintenance the community hall	Target will be revised on SDBIP and target
Public Amenities	2.3.11 Cedarville Town Hall Maintenance	Town hall maintained and restored.	Town Hall maintained by 30 June 2015.	N/A	N/A.	An assessment was done and specification drafted	0540104690000	Nil	Nil	Nil	N/A	N/A	N/A

DEPARTMENTAL	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Public Amenities	2.3.13 Nokwezi Hall maintenance project.	Community facility maintained and restored	Unit completed by 30 June 2015.	Material purchased, maintenance completed and handed over.	N/A	Nokwezi hall maintained	054010469000	R 80 000.00	R10 000.00	Nil	N/A	N/A	N/A
Public Amenities	2.3.14 O & M Unit stores /offices in Matatiele & Maluti maintenance project.	Community facility maintained and restored.	Unit completed by 30 June 2015	Material purchased, maintenance completed and handed over.	N/A		054010469000	R 100 000.00		Nil			
Public Amenities	2.3.15 Supply 6 grass cutters	Brush cutters purchased by set date	6 Units of Brush Cutters purchased by 30 June 2015	Quotations received	6 Grass cutters purchased	Specification compiled, awaiting for SCM to advertise Target not met	8040055750013	R 80 000.00	Nil	Nil	Quotations not Received; Grass cutters not purchased	There were delays with signing of Budget conformation	Target will be revised on SDBIP and target will be

Public Amenities	2.3.16 Supply one backup generator	Backup generator purchased by set date	Backup generator purchased by 30 June 2015	Quotations received,	Generator purchased	Specification compiled, awaiting for SCM to advertise Target not met	0540104690000	R50 000.00		Nil	Quotations not Received; Generator not purchased	There were delays with signing of Budget conformation	Target will be revised on SDBIP and target will be
Public Amenities	2.3.17 Supply mobile toilets	Mobile toilets purchased	Units purchased by 30 June 2015	N/A	N/A	N/A	804005 5751 023	Nil	Nil	Nil	Nil	N/A	N/A

3.3 CORPORATE SERVICES DEPARTMENT

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMB ER	PLANN ED BUDGE T BY MID- TERM	ACTUAL EXPENDIT URE AS AT END OF MID- TERM	REVEN UE GAINE D AT MID- TERM	DEVIATIO N FROM THE TARGET	REASON FOR THE DEVIATIO N	CORRE CTIVE MEAS URE
				Q1 TARGETS	Q2 TARGETS								
UNIT: HUMAN RESOURCE MANAGEMENT													
Human Resource Management	3.2.1 Review of staff Establishment	Approved Reviewed staff Establishment by set date through council resolution	Approval of a reviewed Staff Establishment by 30 June 2015	N/A	N/A	N/A	N/A	Nil	Nil	Nil	Nil	Nil	Nil
Human Resource Management	3.2.2 Job Evaluation	Number of employee s capacitate d by 30 June 2015	5 employee s capacitate d as job evaluation practitioners by 30 June 2015	5 employees capacitated as job evaluation practitioners	N/A	5 employees have been capacitated as job evaluation practitioner s	N/A	Nil	Nil	Nil	Nil	Nil	Nil

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID- TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID- TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Human Resource Management	3.2.3 Training of Human Capital	Number of trainings to be rolled out by 30 June 2015	12 training programs on WSP to be rolled out by 30 June 2015	3 training programs	3 training programs	6 training programmes done, Namely: Employee wellness Programme on 16 to 18 July 2014; Labour Intensive Construction on 12 to 13 August 2014; Traffic Signals on August 2014; Basic Archives Records Management attended on 16 to 19 September 2014; Contract Law: GCC, FIDIC & JBCC on 29 to 30 September 2014; Leadership Development Programme on 28 July 2014 to 30 June 2015; (1) Advanced Driving	05 25 35 5470 000	R200 000.00	First Quarter R90 277.60 and R 10 152.00 second Quarter total R 100 429.60	Nil	Two training programmes	Two training programmes not approved	Re motivation for the continuation with training will be done in the next Quarter

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID- TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID- TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Human Resource Management	3.2.4 Performance Enhancement Workshop s	Number of Workshop s conducted by set date	Have 6 workshop s on HR policies done by 30 June 2015	N/A	Conduct two workshops on HR policies	One workshops was conducted in Cedarville on 22/12/2014 HR policies	N/A	Nil	Nil	Nil	One workshop was not conducted on the 22 December 2014 as planned.	The date schedule d for the workshop employee s were not available because they were on annual leave	To be rescheduled in the next Quarter.
Human Resource Management	3.2.5 Development of performance plans and agreements	Number of performance plans and agreements signed	Have 90 Performance agreements and plans developed signed starting from Task Grade 14 – 10 by 31 December 2014	Preparation of documents to be filled	90 performance plans and agreement s to be developed and signed	Documents were prepared for filling. 24 performance plans and agreements were developed and signed	N/A	Nil	Nil	Nil	66 performance plans and agreement were not developed and signed	Middle Manager s have failed to submit the outstanding plans	Target will be revised and Plans will be developed and signed in quarter 3

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMA NCE AT THE END OF MID-TERM	VOTE NUMB ER	PLANN ED BUDGE T BY MID- TERM	ACTUAL EXPENDIT URE AS AT END OF MID- TERM	REVEN UE GAINE D AT MID- TERM	DEVIATIO N FROM THE TARGET	REASON FOR THE DEVIATIO N	CORRE CTIVE MEAS URE
				Q1 TARGETS	Q2 TARGETS								
Human Resource Management	3.2.6 Facilitation and monitoring of the development of the WSP	WSP submitted by set date	Developed and submitted WSP by 30 April 2015	N/A	Issuing of skills audit questionnaires and returned of completed skills audit questionnaires	Skills audit forms were printed	N/A	Nil	Nil	Nil	Skill audit questionnaires not completed	Due to prioritisation of workshop	Skill audit questionnaires will be completed by staff members in quarter 3

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID- TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID- TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Human Resource Management	3.2.7 Rollout of an Employee Assistance ,wellness Programme (EAWP)	Number of awareness information sessions and counseling sessions	To facilitate and monitor conducting of one (1) awareness information sessions and Four (4) counseling sessions and Fifteen (15) counseling sessions by 30 June 2015	conducting of one (1) awareness information sessions and Four (4) counseling sessions	conducting of one (1) awareness information sessions and Five (5) counseling sessions	Conducted two (2) awareness information session on the 18 & 30 September 2014 Ten (10) counseling sessions took place on the 02/09/24/25 JULY, 22/26/29 August & 16/ 17/ 29 September 2014 Conducted one (1) awareness information session on the 10 December 2014 Fourth three (43) counseling sessions took place on the 01/2/6/17/ 20/22/27 October	05 2535 5190 00	R250 000.00	Quarter (1)R84 606.66 quarter (2) R94 159.99 total R178 766.65	Nil	Nil	Nil	Nil

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID- TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID- TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Human Resource Management	3.2.8 Organizing of a wellness and safety day	Number of wellness and safety days held	Conduct two (2) Wellness and safety days by 30 June 2015	Issuing of Invitations to the service providers and prospective participants	Staging a first Wellness Safety day	Invitations has been issues to the service providers and prospective participants Wellness day did take place on the 07 November	05 2535 53060 00	R162 500.00	R73 781.93	Nil	Nil	Nil	Nil
Human Resource	3.2.9 Recognition on wards (Khanya Naledi Day)	Date of ceremony	To have recognition awards ceremony in November 2014	Invitation letters inviting Municipal staff	Recognition awards ceremony	Invitation letters inviting Municipal staff have been done	05 2535 53060 00	R200 000.00	R200 000.00	Nil	Nil	Nil	Nil

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
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				Q1 TARGETS	Q2 TARGETS								
Human Resource Management	3.2.10 Filling of Newly budgeted- for posts in 2014-15	Number of posts filled by 30 June 2015	To have Twenty three (23) post filled by 30 June 2015	Filling of 6 posts.	Filling of 6 posts	Capturing of Adverted 6 posts and short listed. ONE (1) post has been filled Manager ICT	N/A	Nil	Nil	Nil	Five posts of the Six posts that were advertised were not filled	Council Resolution stopping the appointments	Report for critical post was sent to Council in October 2014 and the unfilled post will be considered in the 2015 – 2016 Financial year

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
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				Q1 TARGETS	Q2 TARGETS								
Corporate Governance	3.1.2 Occupational health and safety	Number of awareness campaigns information sessions on promotion of health and safety in the workplace	To have a four awareness campaigns information sessions on promotion of health and safety in the workplace by 30 June 2015	1 Awareness Campaign	1 Awareness Campaign	Specifications drafted	0525355190000	R100000.00	Nil	Nil	2 awareness campaigns not conducted	Service provider not yet appointed	Advertisement for the service provider will be done in the next quarter

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				Q1 TARGETS	Q2 TARGETS								
Corporate Governance	3.1.5 Formulation of an Intra-Organizational Human Resources Communication Policy	Adopted HR Communication Policy by set date	To have an Intra-Organizational HR Communication Policy adopted by 31 March 2015	Research on and preparation of the best module of policy	Consultation and presentation of a draft policy to the stakeholders and governance structures	Research on and preparation of the best module of policy done	N/A	Nil	Nil	Nil	Consultation and presentation of a draft policy to the stakeholders and governance structures did not take place	MTM was postponed	Draft policy has been developed and will be Presented in the at the MTM in Q3 and to the stakeholders and governance structures
Corporate Governance	3.1.6 Human Resources records audit and cleansing	Number of human capital files and records audited and cleansed by 31 December 2014	To have 300 human capital files and records audited and cleansed by 31 March 2015	Development of a human capital files audit sheet and commencement of auditing 100 files	Auditing and cleansing of 200 human capital files and records	Development of a human capital files audit sheet and commencement of auditing 100 files Auditing and cleansing of 200 human capital files and	0525455190000	R200000.00	R200000.00	Nil	Nil	Nil	Nil

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				Q1 TARGETS	Q2 TARGETS								
Corporate Governance	3.1.7 Staff qualifications and driving licenses audit and verification	Number of staff members to be taken through the qualifications and driving licence vetting	To have qualifications and driving licenses of 132.staff member s audited and vetted by 30	Audit and verification of qualifications driving licences for 33 staff members	Audit and verification of qualifications and licences for 33 staff members	Seventy (70) ID numbers for Municipal Employees have been sent for verification of driver licenses	052545 5190 000	R75 000.00	Nil	Nil	Nil	Nil	Nil

DEPARTMENT AL PROGRAMM	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
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				Q1 TARGETS	Q2 TARGETS								
UNIT: COUNCIL SUPPORT													
C o	3.3.1 Establishment of Ward Public Participation Fora	Number of Ward Public Participation Fora by set date	Establishment of 26 Ward Public Participation Fora in 26 wards by 30 June 2015	To establish Ward Public Participation Fora in 6 Wards	To establish Ward Public Participation Fora in 6 Wards	12 Wards established in second quarter.	05 2541 5190 000 (The vote number is for consultancy fee was not utilised for this project.	R15 000.00	R108,032.40	Nil	R93,032.40 0525415180000 for conferences was utilised instead.	Insufficient funds.	Through adjustme nt budget the money from other sources can be of assistance as an amount budgeted for has been exhausted

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				Q1 TARGETS	Q2 TARGETS								
Council Support Unit	3.3.2 Management of Customer complaints/ queries	Percentage of complaints registered, referred and resolved	Management of 100% Customer complaints/ queries by 30 June 2015	100% of Complaints registered, referred & resolved	100% of Complaints registered, referred & resolved	100% of Complaints registered, referred & resolved (48)	Nil	Nil	Nil	Nil	Nil	Nil	Nil
Council Support Unit	3.3.3 Management of Presidential Hotline Complaints	Percentage of Complaints received and opened on the system	Management of 100% Complaints received via the Presidential Hotline system by 30 June 2014.	100% of Complaints opened, referred , resolved & closed on the system	100% of Complaints opened, referred, resolved & closed on the system	100% of Complaints opened, referred, resolved & closed on the system	N/A	Nil	Nil	Nil	Nil	Nil	Nil

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				Q1 TARGETS	Q2 TARGETS								
Council Support Unit	3.3.4 Management of Petitions	Percentage of Petitions registered and referred	Management of 100% petitions received by 30 June 2015	100% of Petitions registered and referred to the Office of the Speaker and PPP committee meetings facilitated.	100% of Petitions registered and referred to the Office of the Speaker and PPP committee meetings facilitated.	100% of Petitions registered and referred to the Office of the Speaker and PPP committee meetings facilitated (2)	N/A	Nil	Nil	Nil	Nil	Nil	Nil
Council Support Unit	3.3.5 Customer complaints/queries / suggestion boxes	Number of Customer complaints/queries suggestion boxes	Purchase of suggestions boxes for all municipal satellite offices by 30 June 2015	Procurement process	Issuing of tender	Specification drafted	052541 5180 000	R20 000 .00	Nil	Nil	Procurement process and issuing of tender not done.	Due to unavailability of funds.	SDBIP will be revised and target will be completed in q4

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				Q1 TARGETS	Q2 TARGETS								
Council Support Unit	3.3.6 Customer Satisfaction Survey	Conducted customer satisfaction survey in 26 wards	Conduct customer satisfaction Survey in all 26 wards by 30 June 2015	Conduct survey in 6 wards	Conduct survey in 6 wards	Survey questionnaire	052541 5190 000	R35 000.00	Nil	Nil	12 Ward Surveys not conducted.	Initially the project was going to be done internally, but due to the scope of work was recommended for tendering.	The service provider shall be appointed in the third quarter.
Council Support Unit	3.3.7 Ward Stakeholders Meetings Coordination	Number of meetings held	Four(4) Ward stakeholders meetings by 30 June 2015	To hold first stakeholder’s meeting	To hold second stakeholders meeting	Two (2) Stakeholder meetings	05 25 4151800 000	R40 000.00	R123,388.65	Nil	Nil	Nil	Nil

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				Q1 TARGETS	Q2 TARGETS								
Council Support Unit	3.3.8 Purchase of Furniture and Equipment	Purchased furniture and equipment by set date	To purchase furniture and equipment by 30 September 2014	Purchasing of furniture and equipment	N/A	Request for buying has been sent to SCM on the 14 th of August 2014	80 25 41 5750 013	R108 000.00	R35,991.49	Nil	R72, 008.51	Service Provider delayed to respond.	Other items being processed and will be delivered in quarter 3.

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				Q1 TARGETS	Q2 TARGETS								
Council Support Unit	3.3.9 Training of Ward Councillors, Traditional Leaders and Ward Committees	Number of trainings	To conduct Training which includes all the Traditional Leaders, Ward Councillors, Ward Committee members representing Arts, Culture and Traditional affairs portfolio and CDWs by 30 June 2015	Clustering of 7 Wards in training the Traditional Leaders, Ward Councillors, Ward Committee members representing Arts, Culture and Traditional affairs portfolio and CDWs	Clustering of 7 Wards in training the Traditional Leaders, Ward Councillors, Ward Committee members representing Arts, Culture and Traditional affairs portfolio and CDWs	Unit meeting was held in preparation for the training	N/A	N/A	N/A	N/A	No training took place.	No budget.	The target will be done in 2015-2016.

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				Q1 TARGETS	Q2 TARGETS								
Council Support	3.3.10 Workshop CDWs, Ward Support Assistants, Ward Committees representing IDP and LED Portfolio and Ward Councillors on IDP related matters	Workshop conducted by set date	Conduct a workshop on IDP by 30 August 2014	A one day workshop on IDP related matters	N/A	Engaging with the IDP unit	N/A	Nil	Nil	Nil	No workshop took place.	No budget	The target will be moved to quarter 4

Council Support	3.3.11 Training of Ward Clerks and Ward Committee Secretaries on minute taking and report writing	Training conducted by set date	Ward clerks and ward Committee Secretaries to be trained by 30 March 2015	Supply chain processes	Preparation of the training material and appointment of the service provider	The memo advising the project to be done by HRM was written and sent to the MM.	N/A	Nil	Nil	Nil	No preparation of the training material and appointment of service provider took place.	No budget	Will be done through 4 th Quarter by HRM.
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				Q1 TARGETS	Q2 TARGETS								
Council Support	3.3.12 Training of Customer Care Practitioners which includes PAs, Cashiers and Secretaries	Training conducted for Customer Care Practitioners by set date	Customer Care practitioners to be trained by 30 June 2015	Supply chain processes	Preparation of the training material and appointment of the service provider	Audited existing front desk employee that have to be trained.	N/A	Nil	Nil	Nil	Service Provider not appointed	Matter referred to skills Development Section and letter written to MM for approval thereof. There was no need to appoint a service provider because the project will be done in house	Training to be done by quarter 4.

Council Support	3.3.13 Traditional Leaders and Councillors Summit	Summit held by set date	To have Traditional Leaders and Councillors Summit by 30 December 2014	N/A	Holding of a Summit for Traditional Leaders and Councillors 30 December 2014	No Summit took place.	N/A	Nil	Nil	Nil	No summit took place	No budget.	To consider holding the summit in the fourth quarter. The District appeared willing to assist with funding the project
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				Q1 TARGETS	Q2 TARGETS								
UNIT: ADMINISTRATION SUPPORT													
Administration Support	3.4.1 Records and Information Management	Adopted Policy by 30 June 2015	Final Adoption of the Records and Information Policy by 30/06/15	Meeting with EC Provincial Archives	1 workshop with registry staff before 31/12/14	Target met - A meeting was held with the EC Provincial Archives on 30 September 2014. Workshop with registry staff held on 27 November 2014 and policy posted and emailed to DSRAC for their approval.	N/A	Nil	Nil	Nil	N/A	N/A	N/A

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Administration Support	3.4.2 Facilitation of sitting of governance and oversight structures meeting	Number of days before meeting	Publicizing of all Council Meetings at least 5 days before sitting of Council Meetings	All Council meetings are published 5 days before each Ordinary Council Meeting	All Council meetings are published 5 days before each Ordinary Council Meeting	Target met - The Council meeting of 31 July 2014 was advertised on 24 July 2014. The Council Meeting of 12 December 2014 was advertised on 5 December 2014.	N/A	Nil	Nil	Nil	N/A	N/A	N/A
Administration Support		Number of days after Meeting	Recording of Minutes available within 1 week of the Meeting	1 week after each meeting	1 week after each meeting	Target met	N/A	Nil	Nil	Nil	N/A	N/A	N/A
		Number of days after Meeting	Resolution Captured 1 week after every council meeting	1 week after each meeting	1 week after each meeting	Target met	N/A	Nil	Nil	Nil	N/A	N/A	N/A
Administration		Number of reports	12 reports on Schedule of Sitting of meetings	3 reports on sitting of meetings	3 report on sitting of meetings	Target met	N/A	Nil	Nil	Nil	N/A	N/A	N/A

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				Q1 TARGETS	Q2 TARGETS								
Administration Support	3.4.3 Safety and Security	Number of meetings and reports submitted to MTM by 30 June 2015	To monitor the provision security services on key municipal premises by having 4 meetings. s and submit 12 performance reports to MTM by 30 June 2015	1 Minutes of a meeting and 3 monthly reports by 30/9/14	1 Minutes of a meeting and 3 monthly reports by 31/12/14	Target met –Six (6) reports received by 31/12/14 and Minutes of three (3) meetings held on 18 July, 3 September and 14 November 2014	05 25 30 4910 000	R2 142 643.68	R 1 218 252.63	Nil	N/A	N/A	N/A
Administration Support	3.4.4 Monitoring of Auxiliary Services	Number of meetings and reports submitted to MTM by 30 June 2015	Monitor of all auxiliary services within the Municipality by having 4 meetings and submit 12 performance reports to MTM by 30 June 2015	3 monthly reports on: Cleaning Services, Messenger/Driver Services, and Telephonist Activities by 30/9/14	3 monthly reports on: Cleaning Services, Messenger/Driver Services, and Telephonist Activities by 31/12/14	Target met	N/A	Nil	Nil	Nil	N/A	N/A	N/A
Administration Support	3.4.4 Purchase Furniture and	Purchased Furniture and Equipment by	To purchase furniture and equipment for the unit by 30/06/15	3 x Laptops, 2 x Desks purchased by 30/9/14	2 x Vacuum Cleaners purchased by 31/12/14	Vacumm cleaners purchased but service provider is unresponsive	80 25 30 5750 013	R53 000.00	R2,580.70	Nil	R50,419.30	Service provider cannot obtained the Clearance	Purchases will be made in the 3 rd quarter

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
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				Q1 TARGETS	Q2 TARGETS								
	Equipment	30/06/15				to bid for laptops and desktops						Certificate from SARS	
	3.1.1 Municipal Governance framework	Adopted and gazette Standing Rules and Orders of the Council by set date	To have copies of the Standing Rules and Order of the Council and Terms of Reference adopted and gazetted by 30 June 2015	Review Standing Rules and Orders of Council and Terms of Reference by Rules Committee	Adoption of the and Orders of Council and Terms of Reference by the Council	Edition of the rules and orders of Council is on going	05 25 42 5190 000	Nil	Nil	Nil	Non-Adoption of the and Standing Rules of Order of Council and Terms of Reference by the Council	Edition of the rules and orders of Council is on-going and not finalized	Adoption of the and Orders of Council and Terms of Reference by the Council to be done by the 4 th quarter

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UNIT: LEGAL SERVICES													
Legal Services	3.5.1 Review and Formulation of By- Laws (roll over from 2013/2014)	Number of by- laws formulated and reviewed by 31 March 2015	15 By- laws reviewed and formulated by 31 March 2015.	Review and drafting of 15 by-laws	Presentation of 15 draft by-laws for pre adoption by council	21 by laws drafted, reviewed and presented.		N/A	Nil	Nil	N/A	N/A	N/A
Legal Services	3.5.2 Development of contract management database	Developed contract management database by 30 June 2015	Contract management database developed by 30 June 2015	Developing management database	Capturing of contracts per clustered departments	Database developed and 33 contracts were captured.		N/A	Nil	Nil	N/A	N/A	N/A
Legal Services	3.5.3 Development of litigation strategy	Developed and approved litigation strategy by 31 March 2015	Development and adoption of litigation strategy by 31 March 2015	Preparation and development of a draft litigation strategy	Consultation on draft litigation strategy with all affected sate holders	Litigation strategy drafted and consultation done.	N/A	Nil	Nil	Nil			

Legal Services	3.5.4 Gazetting of By- laws	Number adopted of by-laws gazetted	adopted 15 By-laws gazetted by 30 June 2015	N/A	N/A	N/A	N/A	100 000	Nil	Nil	N/A	N/A	N/A
Legal Services	3.5.5 Municipal Property registration and Ownership Verification (Roll over from 2013/2014	Number of Municipal properties registered and verified.	15 Municipal properties to have their ownership and registration confirmed by 30 June 2015	Packaging of properties for registration under the name of the municipality	Monitoring of the registration of those properties	Registration still in progress and monitoring is done monthly.	N/A	N/A	NIL	Nil	N/A	N/A	N/A

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				Q1 TARGETS	Q2 TARGETS								
UNIT: INFORMATION AND COMMUNICATION TECHNOLOGY (ICT)													
ICT Services UNIT	3.6.1 ICT infrastructure upgrade	Purchased and installed equipment by 31 December 2014	Purchase and install new servers and network equipment by 31 December 2014	Procurement of the required equipment	Installation and configuration of the equipment	The servers and all other equipment have been procured, installed and configured	802540 5750 004	R1 400 000.00	R1 330 679.52	Nil	Nil	Nil	Nil
ICT Services UNIT	3.6.2 Voice Over IP (VOIP) Installation	Number of municipal offices with IP Phones by 30 December 2014	To have all Municipal offices on Voice Over IP Phones(VOIP) by 30 December 2014	Drafted Specification for the project	Obtaining quotes from the telephone service provider and contract review	The quotes have been obtained and order placed (110732622 on 21/11/2014). The roll out of the phone has not taken place.	052530 5520 004	Nil	R808 673.72	Nil	Nil	Nil	Nil

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				Q1 TARGETS	Q2 TARGETS								
ICT Services UNIT	3.6.3 Wireless Local Area Network (LAN)	Number of boardrooms with wireless LAN AP's by 31 March 2015	4 Municipal Boardrooms to have wireless LAN AP's by 31 March 2015	Preparation of terms of reference	Appointment and procurement of the required equipment	Terms of reference have been prepared, further to that terms of reference have been presented in Bid Specification Committee in 01 December, 2014	052020 4910 000	R70 000.00	Nil	Nil	The service provider has not been appointed as the TOR were tabled in 01 December 2014 in Bid Specification Committee. The fund for this project is in BTO section, the current balance is R 589 305.30	The presentation of TOR was done late in the second quarter (01 December 2014), thereby affecting further SCM processes to conclude on time	The appointment of service provider and purchasing of equipment shall be concluded in the first month of the third quarter to achieve this target.

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID- TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID- TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
ICT Services UNIT	3.6.4 Invoice Tracking System Planning Feasibility Study	Detailed feasibility study on System Plan by set date	Conduct Feasible study on purchasing of Invoice Tracking System by 31 March 2015	Conduct research on the implementation costing of the system	Completion of feasibility study	<p>The research was conducted from both COEGA and boxfusion (SmartGov)</p> <p>The research is completed with the promise to invite Boxfusion for presentation</p>	N/A	NIL	NIL	NIL	NIL	NIL	NIL

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				Q1 TARGETS	Q2 TARGETS								
ICT Services UNIT	3.6.5 Automated Disk base Backup for Abakus	Automated disk base backup by 31 December 2014	To have an automated disk base backup for Abakus by 31 December 2014	Preparation of terms of reference and appointment of a service provider	Configuration of the server	The terms of reference for automated backup have been drafted and discussed with Abakus engineers. However the automation can only be possible upon linking Main Offices with BTO through Optical fibre.	052020 4910 000	R30 000.00	Nil	Nil	Service provider has not been appointed and server has not been configured.	The bandwidth between Main Office and BTO cannot allow large amounts of data transfer as such automated backup is not possible as Abakus Server is still in the BTO offices	Automated backup shall be implemented in the second month of the third quarter, anticipating that the Service Provider shall have completed the linking of BTO to Main Office.

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				Q1 TARGETS	Q2 TARGETS								
Corporate Governance	3.6.6 Institutional Data Centre Establishment	Established and commissioned Data Centre by 31 March 2015	To have Data Centre established and commissioned by 31 March 2015	Preparation and refinement of Terms of References and appointment of a service provider.	Commissioning of establishment of a Data Centre and its completion	Target met: The terms of reference for data center were developed, data center is also commissioned	52540 4650 000 & 802540 5750 004	R475 000.00	R386 000.00	Nil	Nil	Nil	Nil

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				Q1 TARGETS	Q2 TARGETS								
Corporate Governance	3.6.7 ICT Governance framework	Adopted ICT Governance Framework 30 June 2015	To have an ICT Governance Framework adopted by end of 30 June 2015	Reach of the best model of the ICT Governance Framework	Development and Consultation of the draft ICT Governance framework	<p>Research was done through DPSA. Consultation was done through ECICT Council to SALGA, AG and COGTA.</p> <p>Currently, the Matatiele Local Municipality ICT Governance Framework is on its draft stage, to be communicated internally as from second month of third quarter.</p>	N/A	Nil	Nil	Nil	Nil	Nil	Nil

3.4 ECONOMIC DEVELOPMENT AND PLANNING

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
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				Q1 TARGETS	Q2 TARGETS								
UNIT:DEVELOPMENT PLANNING													
SDF-FUTURE SPATIAL PLANNING	4.1.1 Cedarville Precinct Plan	Approved Precinct Plan by set date	Approved Cedarville Precinct Plan by 30 June 2015	Appointment of Service Provider	Situational Analysis completed	Situational Analysis completed	05 3510 5190 000	R99 000.00	R99 000.00	Nil	None	None	None
LAND USE MANAGEMENT	4.1.2 Processing of rezoning Applications	Turnaround time for approval	Processing of rezoning applications within 60 days	Processing of rezoning applications within 60 days	Processing of rezoning applications within 60 days	Average turnaround time for processing application is 195 days	N/A	Nil	Nil	Nil	Processing of rezoning applications within 60 days	Awaiting for outstanding information (advertising, zoning plans etc)	Application were advertised and finalised

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				Q1 TARGETS	Q2 TARGETS								
LAND USE MANAGEMENT	4.1.3 Processing of Subdivision and consent Applications within 60 days	Turnaround time for processing application	Processing of Subdivision and Consent Applications within 60 days	Processing of Subdivision and Consent Applications within 60 days	Processing of Subdivision and Consent Applications within 60 days	Average turnaround time for processing application is 211 days	N/A	Nil	Nil	Nil	Processing of Subdivision and Consent Applications within 60 days	Awaiting for outstanding information (full application for amendment of subdivisional plans)	Information has been submitted and application is finalised
LAND USE MANAGEMENT	4.1.4 Serving of compliance notices within one week of identification	Turnaround times for issuing of notices	Serving of compliance notices within one week of identification	Serving of compliance notices within one week of identification	Serving of compliance notices within one week of identification	Turnaround time for issuing notices is within one week of identification	N/A	Nil	Nil	Nil	None	None	None

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				Q1 TARGETS	Q2 TARGETS								
LAND USE MANAGEMENT	4.1.5 Development of Scrap yard and Panel Beating Policy	Approved Policy by Date	Approved Scrap yard and Panel Beating Policy by June 2015	Consulted relevant stakeholders	Draft Policy tabled to Council	Draft Policy completed and presented to MTM	N/A	Nil	Nil	Nil	Draft Policy tabled to Council	Seating of next Council meeting is in January 2015	Draft Policy to be tabled on the next Council meeting scheduled for 30 January 2015
LAND USE MANAGEMENT	4.1.6 Development of Car Wash Policy	Approved Policy by date	Approved Car Wash Policy by June 2015	Consulted relevant stakeholders	Draft Policy tabled to Council	Draft Policy completed and presented to MTM	N/A	Nil	Nil	Nil	Draft Policy tabled to Council	Seating of next Council meeting is in January 2015	Draft Policy to be tabled on the next Council meeting scheduled for 30 January 2015

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				Q1 TARGETS	Q2 TARGETS								
LAND USE MANAGEMENT	4.1.7 Planning and Survey of Cedarville Middle income Township	Township layout completed by date	Council Recommendation for Cedarville Township layout by 30 June 2015	Land Identification and appointment of Developer	Completed Draft Township layout	Techy survey, environmental assessment and Conceptual Plans for township layout completed	05 3510 5190 000	R175 000.00	R49 000.00	Nil	Completed Draft Township layout	Service Provider appointed in 30 October 2014	Draft Township layout to be completed on the 3 rd quarter.
Land Use Management	4.1.8 Development of the Town Planning Scheme	Approved Town Planning Scheme by date	Approved Town Planning Scheme by 30 December 2014	Public Participation	Approved Town Planning Scheme by 30 December 2014	Town Planning Scheme approved by Council on the 29 October 2014	05 3510 5190 000	R58 000.00	R15 894.00	Nil	None	None	None

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				Q1 TARGETS	Q2 TARGETS								
Land Use Management	4.1.9 Enforcement of Outdoor By-Law	Turnaround times for issuing of notices	Serving of compliance notices within one week of identification	Serving of compliance notices within one week of identification	Serving of compliance notices within one week of identification	Turnaround time for issuing notices is within a one week of identification	N/A	Nil	Nil	Nil	None	None	None
Land Use Management	4.1.10 Processing of advertising application within 30 days	Turnaround time for approval	Processing of advertising applications within 30 days	Processing advertising applications within 30 days	Processing advertising applications within 30 days	turnaround time for processing application was 30 days	N/A	Nil	Nil	Nil	Nil	Nil	Nil

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				Q1 TARGETS	Q2 TARGETS								
Land Use Management	4.1.11 Auditing of Residential Businesses (Car wash, sheeben/Tavern, BNB)	Register for Residential Business by date	Auditing of Residential Business completed by 30 December 2014	Conducted site inspection	Completed Register for Residential Businesses by 30 December 2014	Register for Residential Businesses was completed by 30 December 2014	N/A	Nil	Nil	Nil	None	None	None
LAND ADMINISTRATION	4.1.12 Maluti Land Tenure Upgrading	Number of Title Deeds by date	Registration of 1241 Title Deeds by 30 June 2015	Co-ordination of Maluti Land Donation process to Province	Co-ordination of Maluti Land Donation process to Province	Co-ordination of Maluti Land Donation process to Province was done. Meeting was held with department and required information was submitted.	N/A	Nil	Nil	Nil	None	None	None

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				Q1 TARGETS	Q2 TARGETS								
LAND ADMINISTRATION	4.1.13 Seating of 4 meetings for Asset Disposal Forum	Number of meeting held	4 meetings held by 30 June 2014	1 meeting held	2 meetings held	2 meetings held	N/A	Nil	Nil	Nil	None	None	None
LAND USE MANAGEMENT	4.1.14 Land Invasion Policy	Approved Policy by date	Adopted Land Invasion Policy by 30 June 2015	Consulted relevant stakeholders	Draft Policy tabled to Council	Stakeholders meeting scheduled for 27 November 2014	N/A	Nil	Nil	Nil	Draft Policy tabled to Council	Meeting had to be rescheduled due to non-availability of key stakeholders	Meeting is rescheduled for January 2014
LAND USE MANAGEMENT	4.1.15 Area M Township Register	Opened Township Register by Date	Opened Township Register for Area M by 30 December 2014	Appointed Service Provider	Opened Township Register for Area M by 30 December 2014	Service Provider appointed and inception report completed	053510 5180 000	R60 000.00	Nil	Nil	Opened Township Register for Area M by 30 December 2014	SG diagram for the township is not yet approved	Township Register to be opened in Quarter 4.

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				Q1 TARGETS	Q2 TARGETS								
LAND ADMINISTRATION	4.1.16 Renovation of Maluti Transido Complex	Renovations by date	Renovated Maluti Transido Complex by 30 December 2014	SCM Process for Procurement of renovation material completed	Renovated Maluti Transido Complex by December 2014	Appointed Service provider	05 4010 4610 000	R400 000.00	Nil	Nil	Renovated Maluti Transido Complex by December 2014	Project was split into construction phases	Project to be completed in Quarter 3

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				Q1 TARGETS	Q2 TARGETS								
UNIT: LED													
LED - TOURIS	4.2.1 Music Festival (ECPTB & MDTP)	Music Festival hosted by December 2014	Music Festival hosted by 31 December 2014	Preparatory meeting held Procurement process for National Artists	Matat Music Festival hosted.	Matatiele Music Festival was hosted on the 20 th December 2014 with success	0535205306000	R1 500 000.00	R1 498,099.47		N/A	N/A	N/A
LED - TOURISM	4.2.2 Destination Marketing	Subscribe and market Matatiele through MDTP and marketing of Matatiele Music festival by June 2015	Subscribe and market Matatiele through MDTP by 30 June 2015 and marketing of the music festival in 31 December 2014	Signing of SLA with Lesedi FM	Jingle and Marketing of the festival	Jingle and Marketing of the festival was done through SABC Umhlobo Wenene fm, Lesedi fm and Alfred Nzo Community Radio	053520 5400 000 & 0535205306000	R500 000.00	R500 000.00	Nil	N/A	N/A	N/A

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				Q1 TARGETS	Q2 TARGETS								
LED- TOURISM	4.2.3 Tourism Month Celebration	Tourism Celebration held in the form of an event by set date	Tourism Celebration held by 30 September 2014	Procurement process for Tourism Celebration and Hosting of the Event	N/A	Tourism Month celebration was held on the 30 th September 2014 in Matatiele Town Hall	053520 5180 000 & 0535205306000	R100 000.00	R80 000.00	N/A	N/A	N/A	N/A
LED- TOURISM	4.2.4 Tourism Branding Material	Number of Tourism banners developed, updated and reprinted tourism brochure	Develop two Tourism banners update and reprint Tourism brochure by 30 June 2015	Consultation meeting with stakeholders for the brochure update	N/A	Consultation meeting with stakeholders for the brochure update was done in the first quarter	0535204680000	R30 000.00	Nil	Nil	N/A	N/A	N/A
LED- TOURISM	4.2.5 Tourism product owners support/Tourism Indaba	Tourism Indaba attended by set date	Tourism Indaba attended by 31 May 2015	N/A	Booking, accommodation for Tourism indaba Secure and pay accreditation	Booking, accommodation for Tourism indaba has been done	0535205180000	R25 000.00	Nil	Nil	Accreditation not yet paid	List of officials to attend Tourism Indaba not complete and confirmed	Accreditation payment to be done in quarter 3

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				Q1 TARGETS	Q2 TARGETS								
					on								
LED- TOURISM	4.2.6 Matatiele Fees	Matatiele Fees held by set date	Matatiele Fees held by 31 December 2014	PSC meeting held for preparation of the event	Matat Fees Held by December 2014	Matatiele Fees was held on the 25 October 2014	0535205306000	R125 000.00	R125 000.00	Nil	N/A	N/A	N/A
LED- TOURISM	4.2.7 Mehlodong Heritage Celebration	Mehlodong Heritage event held by set date	Mehlodong Heritage Celebration held by 30 September 2014	Preparatory meeting held, Mehlodong heritage event held	Close out report for Mehlodong Heritage celebration submitted	Close out report for Mehlodong Heritage celebration has been submitted	0535205306000	R125 000.00	R125 000.00	Nil	N/A	N/A	N/A

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				Q1 TARGETS	Q2 TARGETS								
LED- TOURISM	4.2.8 Forever Young Cedarville Matat Triple challenge	Forever young Cedarville Matat Triple challenge held by set date	Forever Young Ced - Matat Triple challenge) held by 30 September 2014	Forever young(Ced-matat Triple challenge event held	Forever young (Ced Matat Triple challenge close out report submitted	Forever young (Ced Matat Triple challenge close out report has been submitted	0535205306000	R15 000.00	R15 000.00	Nil	N/A	N/A	N/A
LED- TOURISM	4.2.9 Local Tourism Organisation Establishment	Local Tourism organization Established by set date	Local Tourism organization Established by 30 June 2015	Establish Local Tourism organization structure	Endorsement of the structure by Council	Invitations for LTO meeting issued inviting Tourism stakeholders	N/A	Nil	Nil	Nil	Tourism stakeholders not responding to LTO meeting invitation	Tourism stakeholders not responding to LTO meeting invitation	To be revised in the SDBIP
LED SMME SUPPORT	4.2.10 SMME Support /Skills development	Number of Cooperatives and Hawkers trained by June 2015	Forty Cooperatives trained in Financial Management , Bookkeeping, Business Management and Co	10 Cooperatives trained in basic Financial Management	20 Cooperatives attended cooperative Awareness workshop	20 Cooperatives were trained in cooperative Awareness workshop	053535205180000	R50 000.00	Nil	Nil	N/A	Seda not yet responded to a call for submission of an invoice	Seda to be paid in the third quarter

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				Q1 TARGETS	Q2 TARGETS								
			operative awareness by 30 June 2015										
LED – SMME support	4.2.11 SMME Support/ Skills Development for Contractors	Number of workshops held for contractors by set date	Four workshops held for emerging contractors by 30 June 2015	Workshop in Health and Safety	Workshop in Project Management	Workshop in Project Management was held in November 2014	053535205180000	R50 000.00	Nil	Nil	N/A	Seda not yet responded to a call for submission of an invoice	Seda to be paid in the third quarter
Led - destination marketing	4.2.12 Development of SMME Sector Plan	SMME Sector Plan approved by set date	SMME Sector Plan developed by 30 June 2015	Service provider appointed	Situational Analysis completed	Situational Analysis and Stakeholder analysis completed	0535205180000	R90 000.00	R112 200.00	Nil	N/A	N/A	N/A

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				Q1 TARGETS	Q2 TARGETS								
LED – SMME Support	4.2.13 Flea Market	Flea Market held by set date	Flea Market held by 31 December 2014	Stakeholder meeting held	Flea Market held	Flea Market was held on the 20 th December 2014	0535205306000	R40 000.00	R3900.00	Nil	N/A	N/A	N/A
LED -SMME Support	4.2.14 Registration of Cooperatives with CIPC	Number of cooperatives registered to CIPC by set date	Four cooperatives registered to CIPC by 30 June 2015	One cooperative registered to CIPC	One cooperative registered to CIPC	One cooperative registered to CIPC	0535205180000	R50 000.00	Nil	Nil	N/A	Seda not yet responded to a call for submission of an invoice	Seda to be paid in the third quarter
LED -ECONOMIC DEVELOPMENT	4.2.15 Business Plan for Municipal Entity	Business Plan for Municipal Entity developed by set date	Business Plan for Municipal Entity developed by 30 June 2015	Advert Issued for Municipal Entity	Service Provider appointed	Advert Issued for Municipal Entity	0535205180000	R50 000.00	Nil	Nil	Service providers were non responsive to the advert issued	N/A	To be corrected in the revised SDBIP

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LED SMME SUPPORT	4.2.16 Awareness workshop on SMMEs and Co-operatives	Awareness workshop done on cooperatives by set date	Support on local cooperatives with Awareness workshop done by 30 June 2015	N/A	Awareness workshop done to cooperatives/SMMEs by SEDA	Awareness workshop done to cooperatives/SMMEs by SEDA	0535205180000	R20 000.00	Nil	Nil	N/A	Seda not yet responded to a call for submission of an invoice	Seda to be paid in the third quarter
LED SMME	4.2.17 Audit of LED Projects	Number of LED projects audited by set date	Audit of 12 LED Projects conducted by 30 June 2015	Audit of 3 wards conducted	Audit of 3 Wards conducted	Audit of 3 Wards conducted	N/A	Nil	Nil	Nil	N/A	N/A	N/A
LED SMME	4.2.18 Compile Business directory for all businesses in Matatiele	Developed business directory by set date	Develop a business directory for all businesses in Matatiele by 30 June 2015	Invitation of Business owners to register	Compilation of Business directory	Notice issued inviting Business owners to register	N/A	Nil	Nil	Nil	Business owners not yet responded	Not all Business owners were aware of the notice	Compilation of business directory to be completed in the third quarter

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				Q1 TARGETS	Q2 TARGETS								
LED SMME	4.2.19 Processing of Business licenses within 21 days	Issued licenses within the turnaround time	Issuing of business licenses within 21 days	Issuing of business licenses within 21 days	Issuing of business licenses within 21 days	Issuing of notices to pay licenses was done in November 2014	N/A	Nil	Nil	Nil	Business owners not responding to notices issued	Some business owners not willing to pay licenses	Notices to be re-issued in the third quarter
LED – stakeholder relations	4.2.20 Establish an Led Forum /LAT	Number of LAT meetings held by June 2015	Four meetings held by 30 June 2015	1 Meeting held	1 Meeting held	1 Meeting was held	N/A	Nil	Nil	Nil	N/A	N/A	N/A

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				Q1 TARGETS	Q2 TARGETS								
LED - SMME support agriculture	4.2.21 SMME Cropping Programme	Number of hectors planted by set date	100 hectors planted with grain crops by 30 June 2015	Engagement with members of the community in the affected wards	Contacto r appointed Soil preparatio n -Ripping -Disking -Spraying -Planting	Contacto r appointed Soil preparation -Ripping -Disking -Spraying -Planting	0535205170000	R250 000.00	R991 600.00	Nil	N/A	N/A	N/A
LED - SMME support agriculture	4.2.22 Household food security Gardens	Number of households assisted with Food security by June 2015	400 households assisted with food security by 30 June 2015	100 households assisted with food security	100 households assisted with food security	200 households assisted with food security	053520 5170 000	R15 000.00	R10 000.00	Nil	N/A	N/A	N/A

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
LED - SMME support agriculture	4.2.23 Cedarville Emerging Farmers Water troughs construction	Number of water troughs constructed by set date	Eight demarcated camps installed with water troughs by 30 June 2015	Contractor Appointed	Two demarcated camps installed with water troughs	Two demarcated camps installed with water troughs	0535205190000	R50 000.00	R53 000.00	Nil	N/A	N/A	N/A
LED -SMME support Agriculture	4.2.24 Construction of Matatiele grain storage facility	Silo Facility for grain storage established by set date	One regional Silo facility for grain storage established by 30 June 2015	Service provider for construction of a Silo foundation appointed.	Phase 1 of Silo foundation completed	Bid Adjudication committee sat for the project	803520 5751 035 & 803520 5751 045	R250 000.00	Nil	Nil	Project referred back to Infrastructure department for design	The project was not having design plans	Design plans being done with the assistance of Infrastructure department
LED SMME SUPPORT AGRICULTURE	4.2.25 Agric Agent for Silos	An experienced Agric agent to run Silo facility appointed by set date	An experienced Agric agent to run Silo facility appointed by 30 June 2015	N/A	Advert issued Quartely Cash Flow	Bid specification committee sat for the project	N/A	Nil	Nil	Nil	Project was reversed by Bid specification committee since it is not having	Bid specification committee reversed the project due to budget issue	Advert to be issued in the third quarter

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
											budget		
LED SMME SUPPORT AGRICULTURE	4.2.26 Agric Agent for Fresh Produce Market	An experienced Agric agent to run Fresh Produce Market appointed by set date	An experienced Agric agent to run Fresh Produce Market appointed by 30 June 2015	Advert issued	N/A	N/A	N/A	Nil	Nil	Nil	N/A	N/A	N/A
LED -SMME Support Agricultural	4.2.27 Fencing support to all functional projects	Fencing and support of functional projects by set date	Fencing and support of functional projects by 30 June 2015	Advert issued to procure fencing material	Contractor appointed	Bid specification committee sat for the project	053520 4630 000	R210 000.00	Nil	Nil	Budget confirmation for the project delayed	Budget confirmation delayed	Contractor to be appointed in the third quarter

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID- TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID- TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
LED Support Forestry	4.2.28 Forestry EIA programme	EIA Forestry feasibility study done by June 2015	EIA Feasibility study for afforestation programme completed by 30 June 2015	Advert issued	Service provider appointed	Terms of Reference and Specification submitted to SCM	0535205180000	R10 000.00	Nil	Nil	Targeted wards had already been done by DWA	Targeted wards had already been done by DWA	Service provider to be appointed in the third quarter

3.5 INFRASTRUCTURE SERVICES DEPARTMENT

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
UNIT: ELECTRICITY													
Electricity	5.1.1 Electrification of houses in Ramafole	Number of households connected to electricity	Electrify 610 households by 30 June 2015 in Ramafole	610 households connected	N/A	610 households connected but not energised.	8040405751006	R7 189 976.00	R 9 282 687.12	Nil	Household not energised and budget was exceeded by 2092711.00	Additional line required by Eskom	Source more funding from DOE

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Electricity	5.1.2 Pre-engineering of future electrification projects	Designs completed	Complete rural electrification designs by 30 June 2015	Design stage	Design stage	Surveying of the areas and drawing up of electrification plans is in progress for ward 22, 23, and 24. Plans for wards 5, 7, 9 & 13 have been completed.	8040405751006	R 400 000.00	R 2 188 878.00	Nil	N/A	N/A	N/A
Electricity	5.1.3 Electrification of houses in eMitshatshane ni	Number of households connected to electricity	Erection of electrification infrastructure commenced by 30 June 2015 eMitshatshane ni	Designs approval processes	Designs approved	Designs approved	8040405751006	R4 000 000.00	R 333 578.00	Nil	R 3 666 422.00	Additional expenditure on pre-engineering	Expenditure to be incurred in Q3

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Basic Service Delivery	5.1.4 Replace MV cables between minisub 7 and the overhead line at the cemetery	MV cables replaced between minisub 7 and the overhead line at the cemetery by 30 June 2015	Replace 160 m MV cables between minisub 7 and the overhead line at the cemetery by 30 June 2015	Construction	160 m of MV cable replaced	Cables delivered late in September 2014	8040405751027	R350 000.00	Nil	Nil	160m of cable not replaced	Cable not installed due to soil collapsing under the minisub 7.	A foundation for the Minisub will be constructed and Cable to be replaced in Q3
Electricity	5.1.5 Install ring feed in Itsokolele	Install ring feed in Itsokolele	Ring feed installed by 30 June 2015	Tender advertised	Contractor appointed	Specifications completed	8040405751026	Nil	Nil	Nil	Tender not advertised and Contractor not appointed	Tender not advertised	To be advertised and appoint contractor in Q3

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Electricity	5.1.6 Procure tools and equipment (Supply monitoring equipment, Cable tracer, Infra red scanner,	Tools and Equipment procured by 30 June 2015	Procure tools and equipment (Supply monitoring equipment by 30 June 2015	Tender advertised	Contract awarded	Specifications completed	8040405750096 & 804040 5751 027	Nil	R 2 836.15	Nil	Service provider not appointed	Tender not advertised	To be advertised and appoint contractor in Q3
Electricity	5.1.7 Maintenance of distribution system	Distribution system maintained	Distribution system maintained by 30 June 2015	Continuous maintenance meters, transformers, cables and substations	Continuous maintenance meters, transformers, cables and substations	Substation building maintenance receiving attention. Kiosks replacement program in progress	0540404660000	R150 000.00	R 173 848.00	Nil	Budget was exceeded by R 23 848.00	Additional expenditure on replacement of pre-paid meters	Source additional funding

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Electricity	5.1.8 Maintenance of streetlights	Streetlights maintained	Streetlights maintained by 30 June 2015	Continuous maintenance of streetlights	Continuous maintenance of streetlights	Replacement of street light cables	0540404700000	R30 000.00	R 3 909.37	Nil	N/A	N/A	N/A
Electricity	5.1.9 Replace mini sub at North End by 30 June 2015	Minisubs at Sirrah hardware and North End replaced by 30 June 2015	Mini sub at North End replaced by 30 June 2015	Tender advertised	Contract awarded	Tender advertised, Contract not awarded	8040405751028	0.00	Nil	Nil	Contract not awarded	Awaiting omitted documents from bidders	Contract to be awarded in Q3
Electricity	5.1.10 Air conditioner in Electricity unit office	Air conditioner in Electricity unit office installed by 30 June 2015	Air conditioner in Electricity unit office installed by 30 June 2015	Quotations requested	Air conditioner installed	Order for the Air conditioner done	8040405751029	R12 000.00	R 0.00	Nil	Air conditioner not installed	Delayed because of festive season	To be installed in Q3

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Electricity	5.1.11 Procure 4 2-way radios by 30 June 2015	4 radios procured by 30 June 2015	4 radios procured by 30 June 2015	Quotations requested	Radios delivered	Radios procured	8040405751030 & 804040 5751 027	R35 000.00	Nil	Nil	N/A	N/A	N/A
Electricity	5.1.12 Install Christmas decoration lights in Main street by 30 June 2015	Christmas decoration lights in Main street installed by 16 December 2014	Christmas decoration lights in Main street installed by 16 December 2014	Christmas lights on order	Christmas lights installed	Christmas lights installed	8040405751031	R60 000.00	R 121 000.00	Nil	Budget exceeded by R 61 000.00	Supplier had to be resourced because bidders did not comply	EDP to provide additional funding

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Electricity	5.1.13 Professional Service Provider (PSP) to source funding for rural electrification	Advertised by 30 September 2014	PSP to source funding for rural electrification	N/A	Tender advertised	Tender not advertized	N/A	Nil	Nil	Nil	Tender not advertized	Advert not approved	To be removed from SDBIP
Electricity	5.1.14 PSP to source funding for solar streetlights in rural areas	Advertised by 30 September 2014	PSP to source funding for solar streetlights in rural areas	N/A	Tender advertised	Tender not advertized	N/A	Nil	Nil	Nil	Tender not advertized	Advert not approved	To be removed from SDBIP
Electricity	5.1.15 PSP to source funding for solar farm	Advertised by 30 September 2014	PSP to source funding for solar arm	N/A	Tender advertised	No response	N/A	Nil	Nil	Nil	N/A	No response	To be removed from SDBIP

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			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Electricity	5.1.16. Design and build an MV substation	Substation under construction by 30 June 2015	Substation under construction by 30 June 2015	Service provider appointed	Environment impact assessment specialist appointed	Environment impact assessment specialist appointed	80 40 40 5751 000	R10 000 000.00	Nil	Nil	N/A	N/A	N/A
Electricity	5.1.17. Provide area lighting in low cost hosing areas	5 highmast light erected by 30 June 2015	5 highmast light erected by 30 June 2015	Tenders advertised	Contractor appointed	Specification pass in BSC	8040405751032	Nil	Nil	Nil	Contractor not appointed	Tender not advertized	To be advertised in quarter 3
Electricity	5.1.18. Provide Fencing at Electrical depot	Fence erected at electrical depot by 30 June 2015	Fence erected at electrical depot by 30 June 2015	Develop terms of reference and advertise	Service provider appointed	Tender adjudicated	8040405751033	Nil	Nil	Nil	Service provider not appointed	Waiting adjustment budget because tender exceeded planned budget.	Service provider will be appointed in quarter 3

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			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
UNIT: OPERATIONS AND MAINTENANCE													
Operations and Maintenance	5.2.1 Maluti, Cedarville &Matatiele internal tarred roads and pothole repairs.	5000m² damaged internal tarred roads and potholes repaired.	5000m² completed by 30 June 2015.	2000m²	3000m²	3773.8m²	0540105450000	R1 000 000.00	R 892,015.80	Nil	+ 773.8m²	N/A	N/A
Operations and Maintenance	5.2.2 Tarred Road verge extension	7000m² of verge existing tarred roads do	7000m² completed by 30 June 2015.	2000m²	3500m²	3988m²	8040105750024	R252 000.00	R 320,750.00	Nil	+ 488m²	N/A	N/A

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				Q1 TARGETS	Q2 TARGETS								
Operations and maintenance	5.2.3 New installation of pipes and upgrade of storm water management systems in the three towns.	300m of new storm water pipe installations	300m storm water pipes installed by 30 June 2015	Planning and SCM bid committees procedures completed.	100m	234.5m	8040105750022	R375 000.00	R 471 000.00	Nil	+ 134.5m	N/A	N/A
Operations and maintenance	5.2.4 Matatiele, Maluti and Cedarville storm water grassed and cut-off drains	10 000m of storm water systems maintained and excavated	10 000m maintained by 30 June 2015.	3000m	5000m	6638.1m	0540104690000	R200 000.00	R 91,800.00(Cut-Off Drains temp staff salaries for two month, uniform and working tools)	Nil	+1638m	N/A	N/A
Operations and maintenance	5.2.5 Matatiele, Maluti and Cedarville new kerbing and channeling installation	3000m kerbing and channeling installed	3000m installed by 30 June 2015.	900m	1500m	1283m	80400105750021	R750 000.00	R 102,600.00	Nil	(217m)	Inclement Weather and awaiting appointment of service provider	Increase performance during the third quarter.

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				Q1 TARGETS	Q2 TARGETS								
Operations and maintenance	5.2.6 Pressure jetting of storm water pipes in Matatiele, Maluti and Cedarville	1000m jetted and unblocked.	1000m jetted and cleared by 30 June 2015.	Planning and SCM bid committees procedures completed.	500m	460m of pipes desilted and pressure jetted.	0540104690000 & 054010 5300 000	R50 000.000	R 57,960.00	Nil	(40m)	Inclement Weather	Increase performance during the third quarter.
Operations and maintenance	5.2.7 Mahlabathini A/R maintenance Project	3.5Km A/R maintained	3.5 Km maintained by 30 June 2015.	N/A	N/A	N/A	0540104690000 & 054010 5300 000	R200 000.00	N/A	Nil	N/A	N/A	N/A
Operations and maintenance	5.2.8 Moloto A/R maintenance projet	3.8Km A/R maintained	3.8 Km maintained by 30 June 2015.	N/A	3.8 Km of formation completed and side drain clearing completed	3.8 Km of formation completed and side drain clearing completed	0540104690000 & 054010 5300 000	R120,000.00	R 50,000.00	Nil	N/A	N/A	N/A

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				Q1 TARGETS	Q2 TARGETS								
Operations and maintenance	5.2.9 Bekesdal A/R maintenance project	4.5 Km A/R maintained	4.5 Km maintained by 30 June 2015.	N/A	N/A	N/A	0540104690000 & 054010 5300 000	Nil	N/A	Nil	N/A	N/A	N/A
Operations and maintenance	5.2.10 Jabulani A/R maintenance Project	4.6 Km A/R maintained	4.6 Km maintained by 30 June 2015.	N/A	4.6 Km completed	4.6 Km completed	0540104690000 & 054010 5300 000	R 180,000.00	R 50,000.00	Nil	N/A	N/A	N/A
Operations and maintenance	5.2.11 Thaba Bosiu A/R maintenance Project	4 Km A/R maintained	4 Km maintained by 30 June 2015.	N/A	N/A	N/A	0540104690000 & 054010 5300 000	Nil	N/A	Nil	N/A	N/A	N/A

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			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Operations and maintenance	5.2.12 T69-Tsita A/R maintenance Project	4 Km A/R maintained	4 Km maintained by 30 June 2015.	N/A	N/A	N/A	0540104690000 & 054010 5300 000	Nil	N/A	Nil	4 Km started but not completed	Target deferred to 5.4 Km of new Thotaneng A/R due to the state of the road.	Target revised to early January 2015for completion
Operations and maintenance	5.2.13 Sidakeni A/R maintenance Project	4.8 Km A/R maintained	4.8 Km maintained by 30 June 2015.	N/A	N/A	N/A	0540104690000 & 054010 5300 000	N/A	N/A	Nil	N/A	N/A	N/A
Operations and maintenance	5.2.14 Zitapile A/R Maintenance Project	2.8 Km A/R maintained	2.8 Km maintained by 30 June 2015.	N/A	N/A	N/A	0540104690000 & 054010 5300 000	N/A	N/A	Nil	N/A	N/A	N/A

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID- TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Operations and maintenance	5.2.15 Nkululekweni A/R Project Unit	4.8Km A/R Maintained	4.8Km A/R Maintained	N/A	4.8 Km completed	4.8 Km completed	0540104690000 & 054010 5300 000	R 200.000.00	R 150 129.20	R49 870.00	N/A	N/A	N/A
	New Resh A/R Maintenance Project	4.4 Km A/R Maintained	4.4 Km A/R Maintained	N/A	4.4 Km completed	4.4 Km completed	0540104690000 & 054010 5300 000	R150 000.00	R100 000.00	R50 000	N/A	N/A	N/A
	Thotaneng A/R Project Unit	5.4 Km A/R Maintained	5.4 Km A/R Maintained	N/A	5.4 Km completed	5.4 Km ,60% completed	0540104690000 & 054010 5300 000	R400 000.00	R250 000.00	R150 000	N/A	N/A	N/A

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			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Operations and maintenance	5.2.16 Additional plant acquisition(Grader)	Grader purchased.	Grader purchased by 31 December 2014.	Bid committees procedures completed.	Appointment letter issued for Grader .	Grader not yet purchased	804010 5750 027	R2 200 000.00	N/A	Nil	Grader not yet purchased.	SCM Processes not completed.	Speed up the appointment of a service provider through section 32 of the MFMA
Operations and maintenance	5.2.17 Additional plant acquisition(Smooth Roller)	Smooth Roller purchased.	Smooth Roller purchased by 31 December 2014.	Bid committees procedures completed.	Appointment letter issued for Smooth Roller .	Smooth Roller not yet purchased	804010 5750 028	R 900,000.00	N/A	Nil	Smooth Roller not yet purchased.	SCM Processes not completed.	Speed up the appointment of a service provider through section 32 of the MFMA
Operations and maintenance	5.2.18 Additional plant acquisition(Ride On Bomag	Ride-On Bomag purchased.	Ride-On Bomag purchased by 31 December 2014.	Bid committees procedures completed.	Appointment letter issued for Ride- On Bomag .	Ride –On Bomag not yet purchased	8040105750023	R 300,000.00	N/A	Nil	Ride-On Bomag not yet purchased.	SCM Processes not completed.	Speed up the appointment of a service provider through section 32 of the MFMA

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				Q1 TARGETS	Q2 TARGETS								
Operations and maintenance	5.2.19 Staff Equipment	1Laptop,1 Desktop and 1 printer	All units purchased by 30 June 2015	Bid committees procedures completed and awarded.	All units purchased and delivered.	All units purchased and delivered	8040105750013	R62 000.00	R 57,397.70	Nil	N/A	N/A	N/A
Operations and maintenance	5.2.20 Staff Equipment	60 double lockers.	All units purchased by 30 June 2015	Bid committees procedures completed and awarded.	All units purchased .	All units purchased	8040105750026	R 100,000.00	R 52,200.00	Nil	N/A	N/A	N/A

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				Q1 TARGETS	Q2 TARGETS								
UNIT: PROJECT MANAGEMENT UNIT													
PMU	5.3.2 Manzi Access Road	Access Road completed by 30 June 2015	100% of 5.2km of Manzi access road completed by 30 June 2015.	80% completed(install ation of pipes, tipping and Processing completed)	95% completed (protection works and road signs completed)	Q1 & Q2 targets 100% completed	80404557900 98	R1 228 927.20	1 802 844.30	Nil			N/A

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
PMU	5.3.3 Mnqayi Access Road	Access Road completed by 30 June 2015	100% of 4.5km of access road completed by 30 June 2015.	80% completed(installation of pipes ,tipping and Processing completed)	95% completed (protection works and road signs completed)	90% completed - installation of pipes, tipping and Processing completed protection works	8040455790097	R1 513 178.38	695 015.15	Nil	Road signs not completed	Delays in ROD approval	Follow up DEDEA
PMU	5.3.4 Saba saba Access Road	Access Road completed by 30 June 2015	100% of 3km of Sabasaba access road completed by 30 June 2015.	80% completed(installation of pipes ,tipping and Processing completed)	95% completed (protection works and road signs completed)	95% completed - installation of pipes, tipping and Processing, protection works and road signs completed	8040455791024	R1 120 025.49	615 686.44	Nil	N/A	N/A	N/A

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
PMU	5.3.5 Bethel Community Facility	100% of Community facility completed by 30 March 2015	100% of 282m ² community facility completed by 30 March 2015.	90% completion(windows, plastering and landscaping completed)	100% completion(completion certificate issued)	100% completed - windows, plastering and landscaping and completion certificate	8040455790105	R819 635.00	720 891.12	Nil	N/A	N/A	N/A
PMU	5.3.6 Khaue Community Facility	100% of Community facility completed by 30 December	100% of 282m ² community facility completed by 30 December 2014.	90% completion(windows, plastering and landscaping completed)	100% completion(completion certificate issued)	100% completed	8040455790103	1 150 000	681 054.83	Nil	N/A	N/A	N/A

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
P M	5.3.8 Nyanzela Access Road	100% of Road Completed by 30 June 2015.	100% of 2.7km of access road completed by 30 June 2015	95% completion (protection works and installation of road signs completed)	100% completion(completion certificate issued)	100% completed	8040455790089	R2 782 365	1 862 192.20		N/A	N/A	N/A
			100% completion of Nyanzela bridge	80% Wing walls, protection works and road signs completed	100% Completion certificate issued	100% completed					N/A	N/A	N/A

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
PMU	5.3.9 Cross to St John's Access Road	100% of 5,4km Access Road completed by 30 December 2014	100% of 5,4km access road completed by 30 December 2014	Retention	N/A	Retention period expired	8040455790085	R230000.00	0.00	Nil	N/A	N/A	N/A

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
PMU	5.3.12 Fresh produce market	Fresh produce market facility completed progress 30 June 2015(100% of market completed)	100% of Market completed by 30 June 2015	20% completion contractor appointed,	50% completion site layout, earthworks , foundation excavations and concrete casting completed	40% completion Contractor appointed, Site layout ,earthworks ,foundation excavations completed	8040455750100	R900 000.00	230 446.15	Nil	Concrete casting not completed	Delays in approval of Environmental Management Plan for borrow pit to be used	Fast track EMP application
PMU	5.3.13 Masopha Access Road	100% of 3.7km access road constructed by 30 June 2015	100% of 3,7km access road completed by 30 June 2015	95% completion (protection works and installation of signs completed)	100% completion Completion certificate issued	100% completion - protection works and installation of signs, Completion certificate issued	8040455791013	R1 200 000.00	662 299.76	Nil	N/A	N/A	N/A

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTas compoE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
PMU	5.3.14 Paballong Access Road	100% of 4km access road constructed by 30 June 2015	100% of 4km access road completed by 30 June 2015	95% completion ((protection works and installation of signs completed)	100% Completion certificate issued	100% completion Completion certificate issued	8040455791012	R2 385 000.00	213 173.42	Nil	N/A	N/A	N/A
			100% of Paballong bridge completed	100% completion (completion issued)	Retention	100% completion (completion issued) and Retention					N/A	N/A	N/A
PMU	5.3.15 Sekhotlong Access Road	100% of 5,4km Access Road completed by 30 September 2014	100% of 5,4km access road completed by 30 September 2014	Retention	N/A	Retention	8040455790086	R306 889.00	175 849.86	Nil	N/A	N/A	N/A

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
PMU	5.3.16 Cedarville Internal Streets-Phase 2	Construction of Surfaced Road completed by 30 June 2015(100% of surfaced road completed)	100% of 3km of Cedarville internal streets completed by 30 June 2015	90% completion (kerbing ,asphalt and protection works completed)	95% completion Road signs and road markings completed)	100% completed - kerbing ,asphalt and protection works, Road signs and road markings completed	804045579101 1	R3 165 330.3 2	7 167 099.96	Nil	N/A	N/A	N/A
PMU	5.3.17 Matatiele Internal Streets(CBD) –Phase 1	Construction of Surfaced Road completed by 30 June 2015(90% of surfaced road completed)	100% of 3km Matatiele CBD internal streets completed by 30 June 2015	50% Completion (Appointment of contractor)	50% completion Mass earthworks	50% completion - Appointment of contractor and Mass earthworks	804045579004 8	R2 735 019.4 4	3 369 747.75	Nil	N/A	N/A	N/A

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
PMU	5.3.18 Matatiele Internal Streets(Area C) –Phase 2	Construction of Surfaced Road completed by 30 June 2015(90% of surfaced road completed)	100% of 3km Matatiele Area C internal streets completed by 30 June 2015	50% Completion (Appointment of contractor)	50% completion Mass earthworks	Designs and tender completed	8040455791010	R3 240 000.00	351 464.36	Nil	50% completion not completed	Non responsive tenders were submitted by tenderers	Project has been re advertised
PMU	5.3.19 Maluti Internal Streets Phase 2	Construction of Surfaced Road completed by 30 December 2014	100% of 3km Maluti internal streets Phase2 completed by 30 December 2014	Retention	Retention	Retention	8040455790051	R1 418 679.00	0.00	Nil	N/A	N/A	N/A

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
				MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
PMU	5.3.20 Thotaneng A/R and Portal Culvert Bridge	4 Km A/R and Portal Culvert Bridge constructed .	100% completion of 4 Km A/R and Portal Culvert Bridge constructed by 30 June 2015.	N/A	N/A.	60% completion(tipping and processing in progress)	8040455791026	Nil	0.00	Nil	60% Completion	Use of own plant	N/A
PMU	5.3.21 Zingcuka-Madlangeni Access Road	100% of 5,4km Access Road completed by 30 September 2014	100% of 5,4km access road completed by 30 September 2014	Retention	Retention	Retention	8040455790085	R311 964.00	0.00	Nil	N/A	N/A	N/A

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
PMU	5.3.22 Nkau Sports field	Construction of 6500m2 of Nkau Sportsfield (100% of sports field completed)	95% of Nkau sports field by 30 June 2015	20% completion Contractor appointment	65% completion (earthworks complete)	10% completion(designed, tender completed)	8040455791016	R1 200 000.00	R0.00	Nil	65% completion not done – Contractor not appointed and earthworks not completed	Deviation by National Treasury from our cash flow projections (Transfers of MIG funds)	A request to utilise our original cash flow projections has been forwarded to National Treasury, and target will be revised on the Revised SDBIP

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
PMU	5.3.23 Afsondering Sports field	Construction of 6500m2 of Afsondering Sportsfield (100% of sports field completed)	95% of Afsondering Sports field by 30 June 2015	20% completion Contractor appointment	65% completion (earthworks complete)	10% completion (designs, tender completed)	804045579 1015	R1 200 000.00	R0.00	Nil	65% completion not done	Deviation by National Treasury from our cash flow projections (Transfers of MIG funds)	A request to utilise our original cash flow projections has been forwarded to National Treasury, and target will be revised on the Revised SDBIP
PMU	5.3.24 Majoro Sportsfield	Construction of 6500m2 of Majoro Sportsfield completed)	95% of Majoro sports field by 30 June 2015	20% completion Contractor appointment	65% completion (earthworks complete)	10% completion (designs, tender completed)	804045579 1018	R1 200 000.00	R0.00	Nil	65% completion not done	Deviation by National Treasury from our cash flow projections (Transfers of MIG funds)	A request to utilise our original cash flow projections has been forwarded to National Treasury, and target will be revised on the Revised SDBIP

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
				MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	
				Q1 TARGETS	Q2 TARGETS								
PMU	5.3.25 Epiphany Sports field	Construction of 6500m2 of Epiphany Sportsfield)	95% of Epiphany Sports field by 30 June 2015	20% completion Contractor appointment	65% completion (earthworks complete)	10% completion(designed, tender completed)	804045579 1019	R1 200 000.00	R0.00	Nil	65% completion not done	Deviation by National Treasury from our cash flow projections(Transfers of MIG funds)	A request to utilise our original cash flow projections has been forwarded to National Treasury, and target will be revised on the Revised SDBIP
PMU	5.3.26 Mahangwe Sports field	Construction of 6500m2 of Mahangwe Sportsfield completed by 30 June 2015)	95% of Mahangwe sports field by 30 June 2015	20% completion Contractor appointment	65% completion (earthworks complete)	Contractor appointed	804045579 1014	R1 200 000.00	R0.00	Nil	65% completion not done	Deviation by National Treasury from our cash flow projections(Transfers of MIG funds)	A request to utilise our original cash flow projections has been forwarded to National Treasury, and target will be revised on the Revised SDBIP

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
PMU	5.3.27 Mahasheng Bridge	Construction of bridge completed by 30 June 2015(100% of bridge completed	100% of Mahasheng bridge completed by 30 June 2015	70% completion (columns /precast culverts and top slab completed)	80% completion (wing walls ,protection works and road signs completed)	Base slab completed	804045579 1021	R800 000.00	560 180.07	Nil	80% completion not completed - columns /precast culverts and top slab, wing walls ,protection works and road signs not completed	Poor performance by contractor	Notice issued to contractor
PMU	5.3.28 Maluti Internal Streets – Phase 3	Designs and MIG registration completed by 30 June 2015	Designs and MIG registration of Maluti Internal Streets – Phase 3 by 30 June 2015	Appointment of consultants	Designs completed	Consultants appointed and Designs completed	804045579 1009	R100 000.00	170 895.35	Nil	N/A	N/A	N/A

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
PMU	5.3.29 Rholweni Bridge	Designs and MIG registration completed by 30 June 2015	Designs and MIG registration of Rholweni Bridge by 30 June 2015	Appointment of consultants	Designs completed	None	8040455750101	R100 000.00	0.00	Nil	Consultants not appointed and Designs not completed	Project owned by Department of Public Works	Reprioritise the project
PMU	5.3.30 Services for 500 industrial sites	Design, and contractor appointment for services for 500 Industrial sites completed by 30 June 2015	Designs , and contractor appointment for Services for 500 industrial sites by 30 June 2015	Appointment of consultants	Designs completed	Consultants appointed and Designs completed	8040455750103	R250 000.00	122 818.01	Nil	N/A	N/A	N/A

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
UNIT: PROJECT MANAGEMENT													
PMU	5.3.1 Finance offices	100% of offices completed by 30 June 2015	100% of 1120 m2 completed by 30 June 2015	70% complete Building of walls, roofing completed	90% completion (windows, plastering and landscaping)	85% complete - Building of walls, roofing, windows Completed.	8020105750025	R3 685 098.90	R2, 297, 968.76	Nil	Plastering and landscaping not completed	Contractor behind the construction programme schedule due to poor performance by sub- contractors and rain falls	The contractor to resubmit the new construction programme schedule and meet with all sub-contractors in the progress meeting by January 25, 2015

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
PMU	5.3.7 Lunda Community Facility	100% of Community facility completed by 30 June 2015	100% of 282m² Lunda community facility completed by 30 June 2015.	70% completion(building of walls and roof installation completed)	90% completion(windows ,plastering and landscaping completed)	95% Completion and handed over to the community on the December 10, 2014, therefore Practical and Works Completion Certificate issued and the Final Completion is on March 10. 2015.	8040455791102	R750, 000.00	R1, 974, 874.38	Nil	None	None	None

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID- TERM	REVENUE GAINED AT MID- TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
PMU	5.3.10 Council Chambers	Design and implementation of 3230m2 council chamber (60% of offices completed 30 June 2015.)	60% of 3230 m2 offices completed by 30 June 2015	20% completion Appointment of contractor	40% completion Site layout and mass earthworks	Target met as the contractor completed mass earth works and doing reinforcement work and foundation for retaining walls	8040455791022	R8 000 000.00	R5, 028, 180.36	Nil	None	None	None

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
				MID – TERM TARGET			VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
PMU	5.3.11 Procure Park home and 2 elevated tanks for Maluti municipal office by 30 June 2015	Parkhome and two elevated tanks in Maluti Municipal offices procured by 30 December 2014	Parkhome and two elevated tanks in Maluti municipal office procured by 30 December 2014	Quotations requested	Park home and 2 elevated tanks delivered	Park home appointment cancelled. 2xWater tanks with bore hole installed therefore 70% complete. Offices furniture service provider appointed and 40% delivered than to date.	8040455750104	R330 000.00	R285, 902.41	Nil	Cancellation of park home advert and appointment.	Infrastructure Service Department Office was relocated to LED new Offices, therefore the budget will be utilised to additional offices at BTO new offices for ISD as a permanent solution.	The Principal Agent to provide layout and cost estimate for the additional office space by January 20, 2015.

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			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
PMU	5.3.31 Hawker Stalls	Hawker Stalls completed by 30 June 2015(100% of market completed)	100% of hawker stalls completed by 30 June 2015	20% completion contractor appointed,	50% completion site layout, earthworks, foundation excavations and concrete casting completed	0% Complete. Target not met. GMT approved the proposal of Mobile Hawker Stalls in December 2014.	8035205750079	R500 000.00	Nil	Nil	Site layout, earthworks, foundation excavations and concrete casting not completed	The proposal For mobile hawker stalls and brick with mortar was not approved by MM Office until December 2014.	GMT approved the proposal of Mobile Hawker Stalls, therefore specification to be presented to the Specification Committee by January 2015.

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			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNE D BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATIO N FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
UNIT: HUMAN SETTLEMENTS													
Applications for Housing Subsidy	5.4.1. Filling of subsidy forms for: Zwelitsha, Rural Housing Projects	Number of Subsidy filled and submitted	500 Subsidy Application forms filled and submitted for capturing by 30 June 2015	Community Meetings	100 Subsidy Application forms filled and submitted for capturing	Target meet and 200 application forms filled and submitted for capturing	N/A	Nil	Nil	Nil	None	None	None

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
				MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	
				Q1 TARGETS	Q2 TARGETS								
Applications for Housing Subsidy	5.4.2. Housing needs register	Number of questionnaires captured	100 questionnaires captured by 30 June 2015	25 capturing of questionnaire	25 capturing of questionnaire	Target not met and 25 captured questionnaire. The meeting with DoHS was scheduled on the December 4, 2014.	N/A	Nil	Nil	Nil	25 questionnaires not captured	The system is slow and not connecting.	The DoHS to visit the Municipality to update the system by February 28, 2015
Applications for Housing Subsidy	5.4.3 Pre- 1994 Housing Ratification Subsidy Itsokolele Mzinisi Coloured Locations	List of Identifies houses, Letter submitted by set date	List of beneficiaries by 31 December 2014 and Conduct workshop By 31 March 2015 and submit letter to DoHS by 31 May 2015	N/A	Identification of pre 1994 units	Target met. Meeting with the affected councillors and DoHS regarding the pre 1994 units done.	N/A	Nil	Nil	Nil	None	None	None

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			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	
				Q1 TARGETS	Q2 TARGETS								
Housing Beneficiary Capacity Building	5.4.4. Farmworkers subsidy	Number of Meetings & Number of reports	Identify housing need for farmworkers	N/A	Meetings with affected stakeholders and One (1) report on Identified Housing needs	The meeting was schedule on the November 28, 2014 at Cedarville Town Hall.	N/A	Nil	Nil	Nil	Meeting did not take place	Poor attendance by farmers Associations	Inviting DoHS to be part of the meeting and schedule the meeting by February 2015.

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				Q1 TARGETS	Q2 TARGETS								
Municipal Housing Sector Plan	5.4.5 Gap /Flips Housing Need Data	Number of Meetings & Number of reports	Identify housing need for Gap/Flips Housing	N/A	N/A	Letter to the DoHS has been written dated November 6, 2014 and the follow up meeting took place on November, 2014 for capacity building, therefore date to be confirmed	N/A	Nil	Nil	Nil	None	None	None

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
				MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	
				Q1 TARGETS	Q2 TARGETS								
Housing Disaster Relief	5.4.6 Housing consumer education Zwlitcha Nyaniso Mahareng Mpotshongweni Cibini Maritseng Mvenyane Masakala Thaba Chicha Queens mercy Mafube Maluti destitute Cedarville 201	Number of lessons conducted	14 lessons to be conducted by 30 June 2015	N/A	6 lessons	6 lessons (Consumer Education) done	N/A	Nil	Nil	Nil	None	None	None

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
				MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Housing Disaster Relief	5.4.7 Facilitation of Municipal Housing Sector Plan review	Number of PSC Meetings Plan submitted to council by date set	2 PSC Meetings and Reviewed Sector Plan by 31 March 2015	1 PSC Monthly progress meeting	1 PSC Monthly progress meeting	2PSC meetings held and final Housing Sector Plans reviewed on 13 August 2014 as final review.	N/A	Nil	Nil	Nil	N/A	N/A	N/A

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Housing Beneficiary Capacity Building	5.4.8 Municipal Accreditation to Level 1	Council Resolution and letter	Council Resolution and application letter for Municipal Accreditation to Level 1 to DoHS	Council Resolution and application letter to DoHS.	Submit Application to DoHS.	The meeting was held with the DoHS the Capacity Building Unit Director, therefore the Municipality has been selected for the pilot project by DoHS for accreditation to level 1 but awaiting for the formal letter.	N/A	Nil	Nil	Nil	Application not submitted	Six (6) Municipalities have been identified by DoHS for the accreditation to level 1 as pilot project.	The Municipality will invite the DoHS to present to the Management and Municipality about accreditation and to apply for the Developer's Status for one project.

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Housing Beneficiary Capacity Building	5.4.9 Collection Housing Disaster Statistics	Number of reports identifying Matatiele Local Municipality Disaster Victims	Disaster Victims report submitted to DoHS by 31 March 2015	Ward Councillors issued with Disaster list for verification	Compilation of Municipal list	Only 7 ward councillors responded out of 26 ward councillors	N/A	Nil	Nil	Nil	7 out of 26 ward councillors responded	Poor response by ward councillors	To make a final follow up as a due date is January 31, 2015
UNIT: BUILDING CONTROL UNIT													
Building Control Enforcement	5.5.1 Occupation Certificate	Percentage (%) of occupational applications received and processed within 3 working days	100% occupation application received and processed within 3 working days by 30 June 2015.	100% occupation application received and processed within 3 working days	100% occupation application received and processed within 3 working days	6 occupation application received and processed within 3 working days	N/A	Nil	Nil	Nil	None	None	None

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Building Control Enforcement	5.5.2 Alignment of Occupation and Property Rates	Work plan submitted to council by set date	Submit Work plan on Alignment of occupation certificate with Property Rates process to Council by 31 March 2015	Meeting with Finance Department	Workshop of Staff and compiling of work plan	Target met	N/A	Nil	Nil	Nil	None	None	None
	5.5.3 1. Human Settlement and 2. Building Control Policies	Council Approved policies by set date	Human Settlement and Building Control Policies Developed by 30 Dec 2014	Compiling Information	Compiling Information	Target met and draft by-law and policies presented to MTM in November 2014	N/A	Nil	Nil	Nil	None	None	None

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Building Control Enforcement	5.5.4 To enforce and monitor Regulation and By-laws in terms of development	Number of reports by set date	Awareness Programme 6 report on Identified illegal development, issue notices and Request for court order by 30 June 2015	Planning stage	Awareness Programme	Target met Pamphlets designed in house and issued as awareness material with 150 illegal developments identified and with notices issued.	N/A	Nil	Nil	Nil	None	None	None
	5.5.5 Plan Submission	percentage (%) of building plans processed and inspected within set days	100% of received building plans processed and Inspected within 31 Days by 30 June 2015	100% of received building plans processed and Inspected within 31 Days	100% of received building plans processed and Inspected within 31 Days	15 Building Plans received and processed and inspected within 31 days.	N/A	Nil	Nil	R 45, 211.76	None	None	None

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			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Building Control Enforcement	5.5.6 Rates clearance Inspections	Percentage of rates clearance processed within set days	100% rates clearance inspections processed within 5 days by 30 June 2015	100% rates clearance inspections processed within 5 days	100% rates clearance inspections processed within 5 days	51 rates clearance submitted and 100% inspections processed within 5 days. Target met	N/A	Nil	Nil	Nil	None	None	None

3.6 OFFICE OF THE MUNICIPAL MANAGER

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
UNIT: COMMUNICATIONS, IGR AND PROTOCOL													
Intergovernmental relations	6.1.1 Coordination of IGR meetings	Number of meetings held	4 IGR Meetings by 30 June 2015	1 IGR meeting	1 IGR Meeting	5 IGR meetings were held	0510205180000	R15 000.00	R6010.00	Nil	Nil	Nil	Nil
Intergovernmental Relations	6.1.2 Migration training workshop and benchmarking	Number of visits embarked on	1 benchmarking visit by 30 June 2015	N/A	1 migration benchmarking visit	1 Workshop attended in CoJ in October 2014	0510205180000	R55 000.00	NIL	Nil			

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Mayoral Outreach	6.1.3 EXCO/Mayoral Outreaches	Number of EXCO/Mayoral outreach	4 EXCO/ Mayoral outreaches By 30 June 2015	1 EXCO/Mayoral outreach	1 EXCO/Mayoral outreach	6 Exco/Mayoral Outreaches were held on the 22/08/2014 05/09/2014, 11/09/2014 17 & 23 October, 25 November	051020530600	R30 000.00	R 29 667.00	Nil	Nil	Nil	Nil
Communications & research	6.1.4 Coordination of Local Communicators Forum	Number of people trained	4 LCF Meetings by 30 June 2015	1 LCF Meeting	1 LCF meeting	2 LCF meetings were held in Q1 on 22 nd September 2014 and Q2 on 3 rd November 2014	051020518000	R15 000.00	R 4190.20	Nil	Nil	Nil	Nil
Communications & research	6.1.5 Municipal Publications	Number of publications produced	12000 newsletter copies by 30 June 2015	N/A	6 000 copies	6000 copies were delivered and have been distributed	051020540000	R100 000.00	R 69 960.00	Nil	Nil	Nil	Nil

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
		Number of publications produced	4000 leaflet copies by June 2015	1000 copies	1000 copies	2000 copies were printed and distributed	0510205400000	R25 000.00	Nil	Nil	Nil	Nil	Nil
		Number of columns advertised	52 columns by June 2015	13 columns	13 columns	26 columns have been published	N/A	Nil	Nil	Nil	Nil	Nil	Nil
Communications and Research	6.1.6 Internal Communications	Number of meeting held	2 internal communications platforms by 30 June 2015	N/A	1 Meeting	(5 meetings 1 were held) 1 in July & 1 on 26 th August 2014 & 2 meetings were held on 2 nd & 3 rd September & 1 on 16 th October 2014	N/A	Nil	Nil	Nil			

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Communications and Research	6.1.7 Media engagements	Number of media engagements	4 media engagements by 30 June 2015	1 Media engagement	1 media engagement	One media engagement was held on 22th August 2014 & one on 17 th October	0510205370000	R50 000.00	R 22 050	Nil			
DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
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				Q1 TARGETS	Q2 TARGETS								
Communications and Research	6.1.8 Website Management	Date of launch of upgraded website	Upgraded website by 30 June 2015	N/A	Website launch	In the process of securing a new website host	0510205370000	R50 000.00	R 30 000	Nil	The website has not been upgraded	Waiting for the existing web hosting contract to come to an end	A new service provided will be appointed in Q3 and the website will then be upgraded

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				Q1 TARGETS	Q2 TARGETS								
Communication and Research	6.1.9 Website Management	Number of uploaded document	48 documents uploaded by June 2015	12	12	142 documents were uploaded on the Website	N/A	Nil	Nil	Nil	Nil	Nil	Nil
Communication and Research	6.1.10 Review of Communication's strategy Action Plan	Date at which Action plan is adopted by council	Communication strategy Action plan reviewed by 31 July 2014	Coordinate workshop for the review of communication Action plan	N/A	The Communication's strategy action plan has been reviewed on the 16 th July 2014	0510205180000	R25 000.00	R 10 028	Nil	Nil	Nil	Nil
	6.1.11 (Radio Slots) Talk to your Portfolio Head	Number of radio slots conducted	14 Radio Slots by June 2015	N/A	7	7 slots were secured for EXCO on 10 October 2014	0510205306000	R75 000.00	R 100 000	Nil			

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				Q1 TARGETS	Q2 TARGETS								
MARKETING, BRANDING, EVENTS AND PROTOCOL													
Management of Municipal protocol	6.1.12 Training & development of protocol manual	Number of trainings & manuals	Protocol training & 1protocol Manual by June 2015	1 Protocol Workshop	Develop 1 protocol manual	1 Protocol workshop was held on the 8 th September 2014	N/A	Nil	Nil	Nil			
Events Management	6.1.13 Events Calendar	Calendar of events developed	Calendar of events developed by 31 July 2014	Develop the calendar of events	N/A	Calendar of Events was developed in July 2014	N/A	Nil	Nil	Nil			

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				Q1 TARGETS	Q2 TARGETS								
Branding	6.1.14 Manage Municipal Corporate identity/ brand	Number Production of Municipal branded material by set date	Branding material by 30 June 2015	SCM processes	Delivery of material	Request for buying was submitted on 10 October 2014 ToR for branded material was sent to SCM for specification on 21 November the specification committee sat on 17 th December 2014	051020540000 0	R55 000.00		Nil	Material has not been delivered	Delivery of branded material has not been met in Q2 due to the gap of dates in between the procurement processes and the appointment of service provider	It Will be delivered in Q3

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				Q1 TARGETS	Q2 TARGETS								
Marketing strategy	6.1.15 Development of Marketing Strategy	Marketing and branding strategy adopted by council	Marketing strategy adopted by council by 30 June 2015	Appointment of service provider	Marketing strategy workshop	One on one workshops were held with all Gm & Middle managers and a presentation was made to MTM	051020540000	R120 000.00		Nil	Strategy has not been adopted by council	The strategy still to be presented to Stanco and EXCO for adoption	The strategy will be presented to STANCO for Q2 reporting
Marketing and branding	6.1.16 Profiling the Municipality	Municipal profile on a national magazine	Profiling municipality by 30 June 2015	SCM Process	Submission of information	The Municipality was profiled in Service Leadership in Local Government in August 2014	051020540000	R 30 000.00	R24 572.70	Nil	Nil	Nil	Nil
Integration of Migrants with local communities	6.1.17 Traditional council visits	Number of meetings	4 visits to Traditional Councils by June 2015	1 traditional Council visit	1 traditional council visit	8 Traditional council visits were held 16 th & 23 rd July, 26 th August , 2 nd September & 23 rd September, 23 rd & 28 th	N/A	Nil	Nil	Nil	Nil	Nil	Nil

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			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
						October & 14 th November 2014							
Integration of Migrants with local communities	6.1.18 Establishment of advisory committee & terms of references	Terms of references	Terms of references developed & advisory committee established by 30 June 2015	Development of ToR	Establishment of the Advisory committee	ToR has been developed and the advisory panel has been developed	051020530600	R40 000.00	Nil	Nil	Advisory committee has not been established	Advisory committee has not been established due to the requirement to establish the migration panel committee first.	The advisory committee panel will be established in Q3
Integration of Migrants with local communities	6.1.19 School visits	Number of people trained	2 School visits by June 2015	1 school visit	N/A	3 Schools were visited one on the 16 th of September and 26 th of September 2014 & 17 th October	051020518000	R2 500.00	Nil	Nil	Nil	Nil	Nil

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				Q1 TARGETS	Q2 TARGETS								
Integration of migrants with local communities	6.1.20 Community dialogues	Number of dialogues held	2 Community dialogues by June 2015	N/A	1 community dialogue	2 community dialogue was held on the 21 st November 2014 and 2 nd December 2014	051020518000 0	R7 500.00		Nil			

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				Q1 TARGETS	Q2 TARGETS								
UNIT: INTEGRATED DEVELOPMENT AND PLANNING/MONITORING AND EVALUATION													
Integrated development Planning/ Monitoring & Evaluation	6.2.1 IDP/Budget Process Plan -IDP Steering Committee and Rep Forums	Date of meetings, outreaches and planning sessions Date of adoption of	Annual review of the IDP by 31 May 2015	Adoption of the IDP//Budget process plan by 31 July 2014	N/A	IDP/Budget Process Plan Adopted on 31 July 2014.council CR619/31/07/1 4	0510155 180000 & 0510154 980000	R175 000.00	R280 000	Nil	EXCO Workshop	EXCO Requested a PMS Workshop	None

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				Q1 TARGETS	Q2 TARGETS								
	-IDP Outreaches -Strategic Planning -Annual IDP Review	the process plan		1 st IDP Rep forum and steering committee meeting	2 nd IDP Rep forum and steering committee meeting	The 1 ST IDP Steering committee was held on 19/08/14 and the Rep Forum meeting was held on 21/08/14. 2 nd IDP Rep forum and steering committee meeting held on the 21/10/14							

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				Q1 TARGETS	Q2 TARGETS								
				IDP community Outreach	Draft Situational analysis	IDP Community Outreach conducted from the 15-19 September 2014. Situational Analysis Noted by Council on the 12/12/2014, CR 686/12/12/14							
Integrated development Planning/ Monitoring &	6.2.2 Development of Performance Agreements of Municipal Manager, GM's, Middle	Number of agreement signed by set date	To have the Agreements and Plans for municipal manager 57 managers by 14 July 2014	Signed plans and agreements by 14 July 2014	N/A	6 Performance Agreements and Performance Plans signed between the 14 July 2014 and then submitted to CoGTA EC on the 18/08/2014	N/A	Nil	Nil	Nil	N/A	N/A	N/A

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			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
	Managers		To have the Agreements and Plans for middle managers by 30 September 2014	Signed plans and agreements by 30 September 2014	N/A	20 Performance Agreements developed and signed on the 14 July 2014	N/A	Nil	Nil	Nil	None	None	None
Integrated development Planning/ Monitoring & Evaluation	6.2.3 Capacitate Councillors on Performance Management System (PMS)	Workshop held by set date	Host a PMS Workshop for Councillors by 30 September 2014	PMS workshop for Councillors held by 30 September 2014	N/A	PMS workshop for Councillors held from 21-22 July 2014	0510155 190000	R100 000.00	R19 946.25	Nil	None	None	None

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
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				Q1 TARGETS	Q2 TARGETS								
Integrated development Planning/ Monitoring & Evaluation	6.2.4 Quarterly Reports	Number of reports submitted to council	Submission of Quarterly Performance reports to council	2013/14 Q4 Performance report	2014/15 Q1 performance report	2013/14 Quarter 4 Performance Submitted and adopted by council on the 31 July 2014. CR 621/31/07/14. 2014/15 Q1 performance report adopted by Council on the 29TH October 2014. CR669/29/10/14	N/A	Nil	Nil	Nil	None	None	None

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				Q1 TARGETS	Q2 TARGETS								
Integrated development Planning/ Monitoring & Evaluation	6.2.5 Midyear Performance Assessments for MM, GM's and Middle Managers -Annual Performance Assessments for MM, GM's and Middle Managers	Number of assessments done by set date	2 Performance assessments by 30 June 2015	N/A	Mid-term Performance Assessment for the Municipal Manager. GM and Middle Managers	Date confirmation that will best be suitable for all managers	N/A	Nil	Nil	Nil	Mid-term Performance Assessment for the Municipal Manager. GM and Middle Managers not held.	Dates for the assessments not confirmed.	Assessments to Be conducted at Quarter 3 and the Target on the 2014/15 SDBIP will be revised.
Integrated development Planning/ Monitoring & Evaluation	6.2.6 Midyear Performance Assessment Report adopted	Date of tabling the report to council	Midyear Performance Assessment Report submitted to council by 25th January each year	N/A	N/A	N/A	0510155190000	Nil	Nil	Nil	None	None	None

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				Q1 TARGETS	Q2 TARGETS								
Integrated development Planning/ Monitoring & Evaluation	6.2.7 Annual Performance Report	Date of submission	Annual Performance Report submitted to AG by 31 August 2014.	Annual performance report submitted to AG by 31 August 2014	N/A	The annual performance report was submitted to AG on 28 August 2014	0510155190000	R200000.00	Nil	Nil	None	None	None
Integrated development Planning/ Monitoring & Evaluation	6.2.8 Approval of the Annual Report	Report approved on set date	Approval of the Annual Report by 31 March 2015	N/A	Collection of Data for the formulation of the Annual Report	Data Collected for draft Report	0510155190000	R100000.00	Nil	Nil	None	None	None

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Integrated development Planning/ Monitoring & Evaluation	6.2.9 approval of the Municipal SDBIP	Date approval	Approval of SDBIP by 28 June 2015	N/A	N/A	N/A	0510155 190 000	Nil	Nil	Nil	None	None	None

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Integrated development Planning/ Monitoring & Evaluation	6.2.10 Advertisements on Media Website Uploading Notice boards All Municipal Wards	Number of advert and notice	12 notices BY 30 June 2015	5 notice	1 notice	The following Public notices were done in Q1: SDBIP, Process Plan Notice, Members to Serve on the Rep Forum, Rep Forum Meeting, and Outreach Notice. The following public notice was done in Q2: IDP Steering and Representative forum meeting	N/A	Nil	Nil	Nil	None	None	None

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNE D BUDGET BY MID- TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENU E GAINED AT MID- TERM	DEVIATIO N FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
UNIT: MRAS													
Matatiele Risk And Audit Services	6.3.1 Operational Clean Audit	Number of meetings, number of reports, number of AG’s report	Four OCA meetings with 4 OCA reports, one AG’s report by 30 June 2015	N/A	N/A	Management Letter from AG received and OCA Plan prepared.	N/A	Nil	Nil	Nil	N/A	N/A	N/A

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Matatiele Risk And Audit Services	6.3.2 Development and reviewal Of Policies, Plans And Strategies	3 policies,1 Annual Audit Plan and 1 strategy	3 policies,1 plan and 1 strategy by 30 June 2015	1 Annual Audit Plan adopted by 31 st July 2014	3 Policies	3 Policies adopted on 12 December 2014 (1 Fraud Prevention Plan, 1 Internal Audit Charter and 1 Audit Committee Charter) 1 Annual Audit Plan adopted in the first quarter	05103 05190 000	R950 000.00	R741 348.39	Nil			

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Matatiele Risk And Audit Services	6.3.3 Development of 48 Spot Checks reports and 4 Internal Control Tool	Number of Spot Checks reports, Number of Internal Control Tool	Internal Control Tool submission to ECLGTA. 48 Spot Checks conducted in various departments internally.	12 Spot Checks Reports,1 Internal Control Tool report	12 Spot Checks Reports,1 Internal Control Tool report	24 Spots Check were conducted and 2 Internal Control Tool Report completed.	N/A	Nil	Nil	Nil	N/A	N/A	N/A
Matatiele Risk And Audit Services	6.3.4 Risk Management Committee	Number of reports	Twelve Risk Meetings (one sitting on a monthly basis)and reports by 30 June 2015	3 Meetings And 3 reports	3 Meetings and 3 reports	6 meetings and 6 reports.	N/A	Nil	Nil	Nil	N/A	N/A	N/A

DEPARTMENTAL PROGRAMME	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Matatiele Risk And Audit Services	6.3.5 Develop Plan, Policies, Workshop and Registers	Number of Plan, Number of Policies	1 Risk Register, 1 Risk Management Plan, 1 Risk Management workshop and 1 Risk Policy by 30 June 2015	1 Risk Register	1 Risk Management Plan	2 Risk Management Report completed.	N/A	Nil	Nil	Nil	N/A	N/A	N/A
Matatiele Risk And Audit Services	6.3.6 To acquire Risk and Audit Software	Number of Software	1 Risk and Audit Software by 30 th June 2015	N/A	N/A	N/A	0520105000000	Nil		Nil			

DEPARTMENTAL	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID- TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID- TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
UNIT: SPECIAL PROGRAMMES UNIT													
Good Governance and Public Participation	6.4.1 *Awareness campaign about women health issues *conduct educational sessions and workshops	Number of report	08 awareness campaigns by June 2015	01 women’s health awareness campaign and 01 GBV awareness campaign	01 women’s health awareness campaign and 01 GBV awareness campaign	2 door to door campaign , 1 services on wheels event on women’s health conducted in ward 17 on the 19 th August 2014 1 awareness campaign conducted on women’s health at ward 03 on the 26 November 2014 1 GBV Awareness Campaign conducted at ward 05 on the 7 th October 2014.	051025530 6000	R 10 000.0 0	R 8 168.00	N/A	N/A	N/A	N/A

DEPARTMENTAL	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLAN NED BUDG ET BY MID-TERM	ACTUAL EXPENDI TURE AS AT END OF MID- TERM	REVE NUE GAINE D AT MID-TERM	DEVIAT ION FROM THE TARGE T	REASO N FOR THE DEVIAT ION	CORREC TIVE MEASU RE
				Q1 TARGETS	Q2 TARGET S								
Good Governance and Public Participation	6.4.2 *convene women empowerment Indaba *Facilitate assistance for women led projects *Facilitate projects management Skills	Number of reports	01 Economic empowerment indaba,2 women led projects assisted, 10 young women sent to FET college and 01 project management workshop by 30 June 2015	Economic empowerment indaba	Facilitate assistance to 2 women led projects	Designated Groups Empowerment Indaba conducted on 27-28 August 2014 assisted (Sakhisizwe project) with garden tools, seeds, pesticides and fertilizer at ward 09 Arfsondering on the 19 November 2014 ANDM	0510255306000	R 100 000.00	R 37 000.00	N/A	N/A	N/A	N/A

DEPARTMENTAL	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Good Governance and Public Participation	6.4.3 Awareness Campaigns on Elderly abuse	Number of reports	04 awareness campaigns by 30 June 2015	01 awareness campaigns	01 awareness campaigns	1 elderly campaign conducted in ward 19 on the 21 st July 2014. 1 Elderly Abuse campaign conducted at ward 10 on the 20 November 2014.	051025530 6000	R 10 000.00	R 3 768.00	N/A	N/A	N/A	N/A

DEPARTMENTAL	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
	6.4.4 Golden Games.	Number of reports	2 matches and 01 tournament by 30 June 2015	2 ward matches preparing for golden games	1 tournament	<p>matches in ward 19 and ward 21 and trainings in wards 17, 4, 5, 13, 22 and 12</p> <p>Golden Game held on the 29th October 2014 16 Ward participated</p>	0510255306000	R 40000.00	R35779.00	N/A	N/A	N/A	N/A

DEPARTMENTAL	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORM ANCE AT THE END OF MID- TERM	VOTE NUMBER	PLAN NED BUDG ET BY MID- TERM	ACTUAL EXPENDI TURE AS AT END OF MID- TERM	REVE NUE GAINE D AT MID- TERM	DEVIAT ION FROM THE TARGE T	REASO N FOR THE DEVIAT ION	CORREC TIVE MEASU RE
				Q1 TARGETS	Q2 TARGET S								
CHILDREN AND YOUTH DEVELOPMENT													
Good Governance and Public Participation	6.4.5 Conduct Awareness Campaign s	Number of campaigns held	4 awareness Campaigns by 30 June 2015	1 awareness campaign	1 awareness campaign	2 information sharing sessions conducted in ward 13 on the 10 th July 2014 and at ward 19 on the 2 nd July 2014 Information sharing sessions held in ward 01 on the 24 th October 2014	051025530 6000	NIL	NIL	N/A	N/A	N/A	N/A

DEPARTMENTAL	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID- TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID- TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Good Governance and Public Participation	6.4.6 Youth engagement sport activities	Number of people trained	3 activities BY 30 June 2015	Preparatory games for SALGA and, Youth Camp	Coordinating Under 19 SALGA Games	1 preparation ns g for District SALGA held on the 14 th August 2014 and 1 preparation for Youth Camp held on the 29 th September 2014 Under 19 Soccer & netball teams participate d in District SALGA Games held at Umzimvubu Local Municipality on the 25 th October 2014	0510255306000	R 150 000.00	R 30 591.00	N/A	N/A	N/A	N/A

DEPARTMENTAL	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORM ANCE AT THE END OF MID- TERM	VOTE NUMBER	PLAN NED BUDG ET BY MID- TERM	ACTUAL EXPENDI TURE AS AT END OF MID- TERM	REVE NUE GAIN ED AT MID- TERM	DEVIAT ION FROM THE TARGE T	REASO N FOR THE DEVIAT ION	CORREC TIVE MEASU RE
				Q1 TARGETS	Q2 TARGET S								
Good Governance and Public Participation	6.4.7 Skills Development	Number of skills development activities conducted	To conduct and facilitate 2 skills development activities by 30 June 2015	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

DEPARTMENTAL	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLANNED BUDGET BY MID-TERM	ACTUAL EXPENDITURE AS AT END OF MID-TERM	REVENUE GAINED AT MID-TERM	DEVIATION FROM THE TARGET	REASON FOR THE DEVIATION	CORRECTIVE MEASURE
				Q1 TARGETS	Q2 TARGETS								
Children and Youth development	6.4.8 Facilitate Establishment of Children Advisory Council and supports ECDC's	Number of ECDC's supported Date of establishment of CAC	4 ECDC's assisted and establishment of Children Advisory council by 30 June 2015	1 ECDC Assisted, establishment of Children Advisory Council	1 ECDC assisted	1 ECDC Assisted in ward 12 with Playing material and Children Advisory Council established on the 3 rd September 2014 Procurement was done in October 2014 for ECDC Equipment	0510255306000	R 40000.00	R 19097.00	N/A	N/A	N/A	N/A

	6.4.9 Youth Economic Empowerment	Number of activities held	1 Youth Economic Indaba, 1 Job preparedness Workshop by 30 June 2015	1 Youth Economic Indaba	N/A	1 Designate d Group Empowerment Indaba held on the 27-28 August 2014	05102553 06000	R40 00 0.00	R 25 535.00	N/A	N/A	N/A	N/A
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DEPARTMENTAL	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORM ANCE AT THE END OF MID- TERM	VOTE NUMBER	PLAN NED BUDG ET BY MID- TERM	ACTUAL EXPENDI TURE AS AT END OF MID- TERM	REVE NUE GAIN ED AT MID- TERM	DEVIAT ION FROM THE TARGE T	REASO N FOR THE DEVIAT ION	CORREC TIVE MEASU RE
				Q1 TARGETS	Q2 TARGET S								
UNIT: HIV/AIDS AND DISABILITY													
HIV/AIDS AND DISABILITY	6.4.10 Functional ng of LAC	Number LAC meetings Held Date of adoption	4 LAC Meetings and 1 Strategy Review by 30 June 2015	1 LAC Meeting and Strategy Review	1 LAC Meeting	1 LAC meeting held on the 7th July 2014 and Strategy Review held on the 23rd July 2014 2 LAC meeting held on the 30th October 2014 and on the 12thNovember 2014	05102553 06000	R 42 500.0 0	R 38 025.00	N/A	N/A	N/A	N/A

HIV/AIDS AND DISABILITY	6.4.11 Prevention n, education and awareness	Number of awareness campaigns	04 activities by 30 June 2015	1 HCT campaign	World AIDS Day/Sports Heroes Walk.	2 HCT Campaigns conducted in ward 1on the 11 th August 2014 and ward 19 on the 12 th August 2014 and Condoms distributed in ward 1 and ward 19 3 build up campaigns in form of door to door in preparing for Sport Heroes Walk were conducted in ward 01, 20	05102553 06000	R 20 000	R 20 723.00	N/A	N/A	N/A	N/A
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DEPARTMENTAL	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORMANCE AT THE END OF MID-TERM	VOTE NUMBER	PLAN NED BUDG ET BY MID-TERM	ACTUAL EXPENDI TURE AS AT END OF MID-TERM	REVE NUE GAIN ED AT MID-TERM	DEVIAT ION FROM THE TARGE T	REASO N FOR THE DEVIAT ION	CORREC TIVE MEASU RE
				Q1 TARGETS	Q2 TARGET S								
HIV/AIDS AND DISABILITY	6.4.12 Care and Support	Care and Support	3 Activities by 30 June 2015	Training of SG	Assessment of SG	3 training conducted for Support Group Members in Wards 26 Training for SG was held in ward 23 on the 17 th -21 ST Nov. 2014	05102553 06000	N/A	N/A	N/A	N/A	N/A	N/A

DEPARTMENTAL	PROJECT DESCRIPTION	KPI	MID TERM PERFORMANCE AND FINANCIAL PERFORMANCE ASSESSMENT										
			ANNUAL TARGET	MID – TERM TARGET		ACTUAL PERFORM ANCE AT THE END OF MID-TERM	VOTE NUMBER	PLAN NED BUDG ET BY MID-TERM	ACTUAL EXPENDI TURE AS AT END OF MID-TERM	REVE NUE GAIN ED AT MID-TERM	DEVIAT ION FROM THE TARGE T	REASO N FOR THE DEVIAT ION	CORREC TIVE MEASU RE
				Q1 TARGETS	Q2 TARGET S								
HIV/AIDS AND DISABILITY	6.4.13 Advocacy	Number of awareness campaigns	4 Activities by 30 June 2015	Deaf Awareness Week	1 International Day for Persons with Disabilities	1 Deaf Awareness Week held in ward 1. Two build up campaigns conducted one in ward 26 and the other one in ward 23 and International al Day for Person with Disabilities conducted in ward 20 on the 5 th December 2014	05102553 06000	R 50. 000.0 0	R 30 580.00	N/A	N/A	N/A	N/A

5. PERFORMANCE OF EXTERNAL SERVICE PROVIDERS

5.1 BUDGET AND TREASURY OFFICE

LEGEND:

1 – Not meeting the standards (0-30%)

2 – Meet some of the standards (30-50%)

3 – Meet most of the standards (50-70%)

4 – Meet all the standards (70-100%)

NAME OF SERVICE PROVIDER	SERVICE RENDERED	SET TARGET OF PERFORMANCE (Month 4)	SET TARGET OF PERFORMANCE (Month 4)	STATUS OF PERFORMANCE (Month4)	MEASURE TAKEN IMPROVE PERFORMANCE	RATING FOR CURRENT MONTH	COMMENTS /RECOMMENDATIONS
Lateral Unison Insurance Brokers	Medium Term Insurance Management Portfolio	Confirmation Reports on Cover for all Movable and Immovable Assets of the Municipality	Confirmation Reports on Cover for all Movable and Immovable Assets of the Municipality	Meet all the standards		4	
C Track	Fleet Management System	To Minimise the abuse of Municipal Assets	To Minimise the abuse of Municipal Assets	Meet some of the standard	Laptop has been procured as an interim measure	1	We are in discussion with the Service provider to resolve the outstanding issues
Protea Consulting	Assets Management Support	To assist assets Management Section on financial reports	To assist assets Management Section on financial reports	Meet all the standards		4	

5.2 COMMUNITY SERVICES

LEGEND: 1 – Not meeting the standards (0-30%) 2 – Meet some of the standards (30-50%) 3 – Meet most of the standards (50-70%) 4 – Meet all the standards (70-100%)							
NAME OF SERVICE PROVIDER	SERVICE RENDERED	SET TARGET OF PERFORMANCE (Quarter 1)	SET TARGET OF PERFORMANCE (Month 1)	STATUS OF PERFORMANCE (Month1)	MEASURE TAKEN IMPROVE PERFORMANCE	RATING FOR CURRENT MONTH	COMMENTS /RECOMMENDATIONS
Batebang Bataung	Street cleaning and Waste removal in the CBD	To clean streets and collect waste in the CBD area	To clean streets and collect waste in the CBD area	Fair performance	Day to day engagement with the Service Provider	3	The service provider contract expired end of August, and extended on a month to month basis.
Phakamisa Construction	Street cleaning and Waste removal in the Residential area	To clean streets and collect waste in Njongweville, Itsokolele, North End and Buxton Park	To clean streets and collect waste in Njongweville, Itsokolele and North End	Poor performance	Ongoing engagement with the Service Provider	2	The service provider contract expired end of August, and extended on a month to month basis.

Aphendulwe Construction	Street cleaning and Waste removal in the residential area	Cleaning and Waste removal in Mountain View, Harry Gwala and Maluti	To clean streets and collect waste in Mountain View, Harry Gwala and Maluti Participation in the Anti-waste Burning Campaign	Good Performance	None	2	The service provider contract expired end of August, and extended on a month to month basis.
Interwaste	Landfill site operation	Management of landfill site and waste compaction in the waste cells.	To compact waste on a daily basis and preparing monthly reports	Fair performance	Ongoing engagement with the Service Provider	3	The waste compaction and overall landfill site management has improved.
Bathokozeleni Trading	Municipal Gardens maintenance	Maintenance of gardens Cut old dry flowers. Irrigate flower beds	Maintenance of gardens; i.e., Cut old dry flowers, irrigate flower beds and remove accumulated refuse.	Good Performance	None	4	None
J & P Construction	Grass cutting in Buxton Park and Raymond Rodgers street	Grass cutting and cleaning; removal of cut material	To cut grass on the verge of the street, clean the area and remove the cut material for disposal	Good Performance	None	4	None
Lethama Trading	Grass cutting in Mountain View and Harry Gwala Park	Grass cutting and cleaning; removal of cut material	To cut grass on the verge of the street, clean the area and remove the cut material for disposal	Good Performance	None	4	None

Bathokozeleni Trading	Grass cutting in Cedarville	Grass cutting and cleaning; removal of cut material	To cut grass on the verge of the street, Sports fields, cemetery; clean the area and remove the cut material for disposal	Good Performance	None	4	None
Dumisanosapho	Grass cutting in Itsokolele and Maluti	Grass cutting and cleaning; removal of cut material	To cut grass on the verge of the street, clean the area and remove the cut material for disposal	The service provider has not started working. Still putting together his ground team.	N/A	N/A	The work will commence on the 01 of December 2014.
Bathokozeleni Trading CC	Grass cutting in Northend, Thandanani, Open Grounds and the swimming pool	To maintain grass by watering and fertilizing	To maintain grass by watering and fertilizing	Poor performance	none	2	<ul style="list-style-type: none"> The service provider should add a layer of top soil mixed with fertilizer and kukui seeds leveled on the fields.

5.3 CORPORATE SERVICES

LEGEND: 1 – Not meeting the standards (0-30%) 2 – Meet some of the standards (30-50%) 3 – Meet most of the standards (50-70%) 4 – Meet all the standards (70-100%)							
NAME OF SERVICE PROVIDER	SERVICE RENDERED	SET TARGET OF PERFORMANCE (Quarter 1)	SET TARGET OF PERFORMANCE (Month 3)	STATUS OF PERFORMANCE (Month 3)	MEASURE TAKEN IMPROVE PERFORMANCE	RATING FOR CURRENT MONTH	COMMENTS /RECOMMENDATIONS
Dimension Data	IT Infra structure Upgrade	To Have completed the installation and configuration of Servers and Networking switches	Migration	All Users have been migrated to a new Network		4	They met all the standards everything was done according to schedule
Umpisi Engineers	Data Center establishment	To have been Completed the construction of the Server room	To have completed the Server room construction	Server room is functional		3	None
Telkom Limited	WAN Connectivity	To have completed the installation of VPN Supreme	To have all VPN sites functioning	All other sites are functioning properly except Budget and treasury offices	Short term: increase bandwidth or relocate critical staff members to main office. Long term: installation of optical fibre to	3	The municipality have to provide cable routing for Telkom cables to a new Server room

					new offices		
Ayabulela Consulting	Personnel File Audit	Auditing of Personnel Human Resource Record and collection of outstanding personnel records	Taking photo of employees and members of council	All photo of employees and members of council were taken	None	3	There is room for improvement
Masaza Consulting	Employee Wellness and Assistance Programme	EWAP launch	Launch of Employee Wellness and Assistance Programme	Launch of Employee Wellness and Assistance Programme has been done.	None	3	There is room for improvement
Tanki Mzwa Catering	Catering	To cater for the Establishment of the Ward Public Participation Fora	N/A	N/A	N/A.	3	The Caterer met most of the standards
Dave Moore	Catering	To cater for the Establishment of the Ward Public Participation Fora	N/A	N/A	N/A	3	Most of the standards were met
Will - Ako	Catering	To cater for the Establishment of the Ward Public Participation Fora	N/A	N/A	We could not get hold of him to share the views	2	The service provider met some of the standards
Qhamani Trading	Catering	To cater for the Establishment of the Ward Public Participation Fora	N/A	N/A	She was made aware of her short falls	2	The service provider met some of the standards
Madolo Security and Cleaning Services (Contract from 1 October 2012 to 30	<ul style="list-style-type: none"> • Guard Services • Armed Banking • Armed Security Guards at the Nature Game Reserve 	<ul style="list-style-type: none"> • Guard Services • Armed Banking • Armed Security Guards at the Nature Game • Cleaning, 	<ul style="list-style-type: none"> • Guard Services (34 guards) • Armed Banking (3 guards) • Armed Security Guards at the Nature Game (4 guards) 	On-going	Regular monthly meetings	1 0 – 30%	<ul style="list-style-type: none"> • There is room for improvement. • The Madolo Security and Cleaning Services staff often complain that they are not paid on time and the incorrect salaries – a claim the Management disputes • The Service provider has not given

September 2015)	<ul style="list-style-type: none"> Cleaning, Maintenance and Control Services 	Maintenance and Control Services	<ul style="list-style-type: none"> Cleaning, Maintenance and Control Services 				<p>all the guards the relevant tools like torches that are needed.</p> <ul style="list-style-type: none"> Madolo Security and Cleaning Services are unable to sort out the problem of the alarms that are not working at the municipal offices. The security guard at the Civic Office cannot control access through the metal detector. An amount of R154,627.40 has been claimed from the service provider who is liable for any damages to or loss of the municipal property of goods that occur during the term and as a result of negligence of officer/guards.
Metrofile	Electronic Document Management System at Registry.	To facilitate quick finding, sharing and accessing all document types, both scanned paper and electronic computer-generated files, from one easy-to-use intranet web portal and incorporate records management.	Ongoing	Ongoing	None	3 50 – 70%	Overall performance is Satisfactory

5.4 EDP

LEGEND: 1 – Not meeting the standards (0-30%) 2 – Meet some of the standards (30-50%) 3 – Meet most of the standards (50-70%) 4 – Meet all the standards (70-100%)								
NAME OF SERVICE PROVIDER	SERVICE RENDERED	SET TARGET OF PERFORMANCE (PREVIOUS YEAR)	STATUS OF PERFORMANCE (PREVIOUS YEAR)	SET TARGET OF PERFORMANCE (CURRENT YEAR)	STATUS OF PERFORMANCE (CURRENT YEAR)	MEASURE TAKEN IMPROVE PERFORMANCE	RATING FOR CURRENT FINANCIAL YEAR	COMMENTS /RECOMMENDATIONS
Tshani Town Planners	Development of the Town Planning Scheme	-	-	Approved Town Planning Scheme by 30 December 2014	Outstanding	None	4	None
YB Tshabalala and Associates	Compilation of Cedarville Precinct Plan	-	-	Approved Cedarville Precinct Plan by 30 June 2015	Outstanding	None	4	None
Tshani Town Planners	Planning and survey of Cedarville Middle Income Township	-	-	Council Recommendation for Cedarville Township layout by 30 June 2015	Satisfactory	None	4	None
Sweet Dreams Trading 29cc	Fencing of Maluti Transido Complex	-	-	Fencing of Maluti Transido Complex	Satisfactory	None	4	None
Sandi Archary and Company Attorneys	Opening of Township Register for Area M	-	-	Opened Township Register for Area M by 30 December 2014	Satisfactory	None	2	Target not met awaiting approval of SG Diagram by the Surveyor General
Tyani Construction	Construction of Water Troughs in Cedarville Emerging Farmers camps	N/A	N/A	3	3	Monitoring of activities done by the service provider	3	Service provider is meeting most of the standards set by the unit. Department is monitoring the activities through SLA

Manong JV Lonaletu	Cropping of 100 hectares of arable land, Ward 5,9,21,22	N/A	N/A	3	3	Monitoring of activities done by the service provider	3	Service provider is meeting most of the standards set by the unit. Department is monitoring the activities through SLA
Vista- Chem Consulting	Development of SMME Sector plan	N/A	N/A	3	3	Monitoring of activities done by the service provider	3	Service provider is meeting most of the standards set by the unit. Department is monitoring the activities through SLA
Fresh Talent	-Supply and Delivery of Sound and Stage -Artists Coordination	N/A	N/A	3	3	Monitoring of activities done by the service provider	3	Service provider met most of the standards set by the unit.
SABS Umhlobo Wenene		N/A	N/A	3	3	Monitoring of activities done by the service provider	3	Service provider met most of the standards set by the unit.
Mavebi Trading	Catering at the Festival	N/A	N/A	3	3	Monitoring of activities done by the service provider	3	Service provider met most of the standards set by the unit.
Harvey World	Transport, accommodation for Artists	N/A	N/A	3	3	Monitoring of activities done by the service provider	3	Service provider is meeting most of the standards set by the unit.

Prestige Security Services	Rendering security services to the Music Festival	N/A	N/A	3	3	Monitoring of activities done by the service provider	3	Service provider met most of the standards set by the unit.
Bahlakoana Trading	Supply and delivery of Toilets	N/A	N/A	2	2	Monitoring of activities done by the service provider	2	Service provider met some of the standards set by the unit.
Gecko Wristbands CC	Supply of Wristbands	N/A	N/A	3	3	Monitoring of activities done by the service provider	3	Service provider is meeting most of the standards set by the unit.
Batebang Bataung	Marquee Tents	N/A	N/A	2	2	Monitoring of activities done by the service provider	2	Service provider met some of the standards set by the unit.
LKG 11 Civils	Speed Fencing	N/A	N/A	3	3	Monitoring of activities done by the service provider	3	Service provider met meeting most of the standards set by the unit.
Kesmo Sports Bar	VIP Couches	N/A	N/A	2	2	Monitoring of activities done by the service provider	2	Service provider met some of the standards set by the unit.
Striving Mind	VIP Couches	N/A	N/A	2	2	Monitoring of activities done by the service provider	2	Service provider met some of the standards set by the unit.

5.5 INFRASTRUCTURE SERVICES DEPARTMENT

LEGEND: 1 – Not meeting the standards (0-30%) 2 – Meet some of the standards (30-50%) 3 – Meet most of the standards (50-70%) 4 – Meet all the standards (70-100%)							
NAME OF SERVICE PROVIDER	SERVICE RENDERED	SET TARGET OF PERFORMANCE (Mid year)	SET TARGET OF PERFORMANCE (Up to Month 6)	STATUS OF PERFORMANCE (Up to Month 6)	MEASURE TAKEN IMPROVE PERFORMANCE	RATING FOR CURRENT MONTH	COMMENTS /RECOMMENDATIONS
MDS Consulting	PSP for Ramafoli Electrification	Completion of Electrification	Energizing of connections	Connections energized	N/A	3	Nil
Bigen Africa Consulting	Electrification of rural villages	Design submitted to Eskom for approval	Draw up tender documents	Draft tender documents completed	N/A	3	Nil
Midas	Tyre punchers on all plant	Tyre punchers on all plant	Tyre punchers on all plant components	Tyre punchers on all plant components	N/A	4	N/A
Bell Equipment	Plant Service	All plant service	3 X Dump Truck, Grader and Excavator Service	Project completed	N/A	4	N/A
E.G Concrete	Supply and Delivery of Material	Supply and delivery of 500 Kerb stones	Supply and delivery of 500 Kerb stones	Project completed	N/A	3	N/A
Hyper mix	Supply and Delivery of Material	Supply and delivery of 100m³ of G5 road material.	Supply and delivery of 100m³ of G5 road material.	Project on-going	N/A	2	Service provider has issues and it is affecting service
Hamba Kahle Road Products	Supply and delivery of material.	Supply and Delivery of 50 Tar Drums.	Supply and Delivery of 50 Tar Drums	Project on-going	N/A	4	N/A
National Cold Asphalt	Supply and Delivery of material.	Supply and Delivery of 2600 bags of Cold Asphalt.	Supply and Delivery of 2600 bags of Cold Asphalt	Project on-going	N/A	4	N/A
Marungwana Contracting and Trading	Supply and delivery of compressor.	Supply and delivery of compressor.	Supply and delivery of compressor	Project Completed	N/A	3	N/A
Mahlakoana Trading	Unblocking of pipes	Unblocking of pipes	Unblocking of pipes	Project completed	N/A	3	N/A
Matatiele Office	Supply and Delivery of	Supply and Delivery of	Supply and Delivery of 60 Steel Lockers	Project completed	N/A	4	N/A

National	60 Steel Lockers and Electronic equipment	60 Steel Lockers and Electronic equipment					
Mcie Trading	Supply and delivery of 100m³ G5 Material.	Supply and delivery of 100m³ G5 Material.	Supply and delivery of 100m³ G5 Material.	Project completed	N/A	3	N/A
Infrasat	Supply and delivery of 500 fig 6 kerb stones	Supply and delivery of 500 fig 6 kerb stones	Supply and delivery of 500 fig 6 kerb stones	Project completed	N/A	4	N/A
Wahlumaa Trading	Construction of Lunda Community Hall	Earth works 100% Foundation 100% Concrete slab 100% Supper structure 100% Steel structure 100% Extra over face brick 100%	Earth works 100% Foundations 100% Concrete slab 100%	Earth works 100% Foundation 100% Concrete slab 100% Supper structure 20% Steel structure 100% Extra over face brick 10%	None	3	Contractor provided quality work and in line with building standard.
Lubbe Construction	Construction if Council Chamber's and Offices	30% completion Site layout and mass earthworks	Site layout 100% mass earthworks 100%	Site layout 100% mass earthworks 100%	None	3	Contractor provided quality work and in line with building standard.
Noba Projects	Construction of Fresh produce market	40% completion site layout, earthworks, foundation excavations and concrete casting completed	Site layout 40% Earthworks 40% Foundations 40% Concrete Casting 40%	Site layout 100% Earthworks 100% Foundations 100% Concrete Casting 00%	None	3	The contractor needs financial assistance.
C O Valves and Piping	Borehole with tanks for Maluti municipal office and furniture by 30 June 2015	Service Provider Appointed	Appointment of Service Provider	Service Provider Appointed	None	3	The service provider installed all material that are SABS standard.
Cross Bar Agencies	Completion of Finance offices	75% completion(windows, plastering and landscaping)	Windows 100% Plastering 100% Landscaping 100%	Windows 100% Plastering 100% Landscaping 100%	None	3	Contractor provided quality work and in line with building standard.
Tswella Trading	Construction of Sabasaba Access road	95% completed(installation of road signs	Road signs completed	Road signs completed	None	3	None
Manong Construction JV	Construction of Bethel Community Facility	Retention period	Retention period	Retention period	None	4	None

CNN Development Consultants	Construction of Bethel Community Facility	Project in retention stage	Project in retention stage	Project in retention stage	None	4	None
Lupicon JV Vuka Sakhe	Construction of Khaue Community Facility	100% Project complete, awaiting handover date	100% Project complete	Project completed, handover was done on 07 November 2014	None	4	None
CNN Development Consultants	Construction of Khaue Community Facility	Project in construction stage	Project in retention stage	Project in retention stage	None	4	None
Mabona Civils	Construction of Nyanzela Access Road	Retention period	Retention period	Retention period	None	4	None
MJT Consulting Engineers	Construction of Nyanzela Access Road	Project in retention stage	Project in retention stage	Project in retention stage	None	3	None
Zamisanani Projects	Construction of Cross to St John's Access Road	Retention	Retention	Retention	None	3	None
Cokisa Consulting Engineers	Construction of Cross to St John's Access Road	Retention	Retention	Retention	None	3	None
Noba Projects	Construction of Fresh Produce Market	20% completion Site establishment	Site establishment and site clearance	Site establishment complete, excavation for foundation in progress	None	3	None
Molemo Consulting Engineers	Construction of Fresh Produce Market	Project in construction stage	Project in construction stage	Project in construction stage	None	3	None
Civ-Con Projects	Construction of Masopha Access Road	95% completion ((protection works and installation of signs completed)	The contractor finished doing the snag list, the handover is scheduled for 04 December 2014	The contractor finished doing the snag list, the handover is scheduled for 04 December 2014	None	3	None
SDM Consulting Engineers	Construction of Masopha Access Road	Project in construction stage	Project in construction stage	Project in construction stage	None	3	None

Anix Plant Hire	Construction of Paballong Access Road	95% completion ((protection works and installation of signs completed)	The contractor to do snag list	The contractor to do snag list	None	3	None
CNN Development Consultants	Construction of Paballong Access Road	Project in construction stage	Project in construction stage	Project in construction stage	None	3	None
Xesibe Construction	Construction of Sekhutlong Access Road	Retention	Retention	Retention	None	3	None
Alvodex	Construction of Sekhutlong Access Road	Retention	Retention	Retention	None	3	None
Down touch Investments	Construction of Cedarville Internal Streets- Phase 2	90% completion (kerbing ,asphalt an d protection works completed	Project complete, the handover is scheduled for 09 December 2014	Project complete, the handover is scheduled for 09 December 2014	None	3	None
SDM Consulting Engineers	Construction of Cedarville Internal Streets- Phase 2	Project in construction stage	Project in construction stage	Project in construction stage	None	3	None
Molemo Consulting Engineers	Construction of Matatiele Internal Streets(CBD) Phase1	50% completion (contractor appointed)	Contractor has finished exposing existing services. Having a borrow pit challenge	Contractor has finished exposing existing services. Having a borrow pit challenge	None	3	None
CNN Development Consultants	Construction of Matatiele Internal Streets(Area C) Phase2	50% completion (contractor appointment completed	Contractor appointment	Project on tender stage	None	3	None
Down touch Investments	Construction of Maluti Internal Streets Phase2	Retention	Retention	Retention	None	3	None
Infraset	Construction of Thotaneng A/R and Portal Culvert Bridge	N/A	Delivery of pipes and culverts		None	3	None

Likotoz Projects	Construction of Zingcuka-Madlangeni Access Road	Retention	Retention	Retention	None	3	None
Sokhani Consulting Engineers	Construction of Zingcuka-Madlangeni Access Road	Retention	Retention	Retention	None	3	None
Umpisi Engineers	Construction of Nkai Sports field	50% completion ((contractor appointment)	50% completion ((contractor appointment)	Contractor not appointed	None	3	None
Umpisi Engineers	Construction of Afsondering Sports field	50% completion (contractor appointment)	50% completion ((contractor appointment)	Contractor not appointed	None	3	None
Umpisi Engineers	Construction of Epiphany Sports field	50% completion ((contractor appointment)	50% completion ((contractor appointment)	Contractor not appointed	None	3	None
Umpisi Engineers	Construction of Mahangwe Sports field	50% completion (contractor appointment)	50% completion ((contractor appointment)	Contractor appointed, handover was held on 31 October 2014	None	3	None
Umpisi Engineers	Construction of Majoro Sports field	50% completion (Contractor appointment)	50% completion ((contractor appointment)	Contractor not appointed	None	3	None
Qumbiso Construction	Construction of Mahasheng Bridge	70% completion (columns /precast culverts and top slab completed)	70% completion (columns /precast culverts and top slab completed)	(columns /precast culverts and top slab not completed)	Sign cession	2	Slow progress
Umpisi Engineers	Construction of Mahasheng Bridge	Project in construction stage	Project in construction stage	Project in construction stage	None	3	None

5.6 OFFICE OF THE MUNICIPAL MANAGER

LEGEND: 1 – Not meeting the standards (0-30%) 2 – Meet some of the standards (30-50%) 3 – Meet most of the standards (50-70%) 4 – Meet all the standards (70-100%)							
NAME OF SERVICE PROVIDER	SERVICE RENDERED	SET TARGET OF PERFORMANCE (Quarter 1)	SET TARGET OF PERFORMANCE (Month 1)	STATUS OF PERFORMANCE (Month1)	MEASURE TAKEN IMPROVE PERFORMANCE	RATING FOR CURRENT MONTH	COMMENTS /RECOMMENDATIONS
Kuyanda commodities	Finger lunch foe LAC meeting	N/A	N/A	GOOD	N/A	3	
Mduz trading enterprise	Lunch for support groups	N/A	N/A	GOOD	N/A	4	
One prise store	Still water for sport heroes walk	N/A	N/A	FAIR		2	
We and Sipha trading	Finger lunch for prep meeting of international day for persons with disability	N/A	N/A		N/A	2	
Monumental parties	Fruit for elderly awareness campaign	N/A	N/A	GOOD	N/A	4	
One price store	Drinks for elderly	N/A	N/A	GOOD	N/A	4	

	awareness campaign						
Kwandasipho trading	Fruit for door to door campaign	N/A	N/A	GOOD	N/A	4	
Siphamasophi trading	Fruit for door to door campaign	N/A	N/A	GOOD	N/A	4	
We and Sipha trading	Fruit for door to door campaign	N/A	N/A	GOOD	N/A	3	
Dreamers guest house	Accommodation for Mr. Z. Vengeni	N/A	N/A	GOOD	N/A	3	
Village hood	Sound system for gospel festival	N/A	N/A	GOOD	N/A	3	
Nevers trading enterprise	Fruit for sport heroes walk	N/A	N/A	GOOD	N/A	3	
Fupe trading cc	Lunch for sport heroes walk	N/A	N/A	GOOD	N/A	3	
Harvey world travel	Accommodation for Mrs. Rabeleman	N/A	N/A	GOOD	N/A	3	
Solly m Sport	Medals for sport heroes walk and ribbons	N/A	N/A	GOOD	N/A	3	

Tshepi and Hloni	Fruit for door to door campaign	N/A	N/A	GOOD	N/A	3	
Siphamasophi trading	Lunch for packs for SALGA games under 19 team	N/A	N/A	FAIR	N/A	2	
Umnotho Business Consulting	Internal Audit Services	Completion of the Annual Audit Plan and Risk Assessment	Completion of the Annual Audit Plan and Risk Assessment	Completion of the Annual Audit Plan and Risk Assessment	N/A	4	The service provider is performing as expected.
Protea Consulting	IDP and PMS Support	IDP and PMS Support	To consolidate Quarter 1 Performance Report and ensure its aligned with the SDBIP	Performance ongoing (Contract ending February 2015)	N/A	3- Meet all Requirements	The service Provider can be recommended to other municipalities
Alfred Nzo Community Radio	Broadcast "Talk to your Portfolio Head" Radio Programme and promotional adverts	To broadcast and flight promotional adverts for State of the Ward Address and Mayoral / EXCO Outreach in ward 26 and "Talk to your Portfolio Head" Radio	To broadcast and flight promotional adverts for State of the Ward Address and Mayoral / EXCO Outreach in ward 16	Completed	N/A	4	Satisfactory

		Programme					
Never's Trading	Catering	To provide catering for LCF Meeting	To provide catering for LCF Meeting	Completed	N/A	4	Satisfactory
Will – Ako Trading	Catering	To provide catering for IGR Meeting	To provide catering for IGR Meeting	Completed	N/A	4	Satisfactory
Lwazi – Tsebo Translators	Newsletter Translation	To translate Municipal Newsletter	To translate Municipal Newsletter from English into three languages	In progress	N/A	4	Satisfactory

6. AUDIT REPORT

REPORT OF THE AUDITOR-GENERAL TO THE EASTERN CAPE PROVINCIAL LEGISLATURE AND COUNCIL ON THE MATATIELE LOCAL MUNICIPALITY

Introduction

1. I have audited the financial statements of the Matatiele Local Municipality set out on pages ... to ..., which comprise the statement of financial position as at 30 June 2014, the statement of financial performance, statement of changes in net assets, cash flow statement and the statement of comparison of budget and actual information for the year then ended, as well as the notes, comprising a summary of significant accounting policies and other explanatory information.

Accounting officer's responsibility for the financial statements

2. The accounting officer is responsible for the preparation and fair presentation of these financial statements in accordance with the South African Standards of Generally Recognised Accounting Practice (SA Standards of GRAP) and the requirements of the Municipal Finance Management Act of South Africa, 2003 (Act No. 56 of 2003) (MFMA) and the Division of Revenue Act of South Africa, 2013 (Act No. 2 of 2013) (DoRA) and for such internal control as the accounting officer determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's responsibility

3. My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with the Public Audit Act of South Africa, 2004 (Act No. 25 of 2004) (PAA), the general notice issued in terms thereof and International Standards on Auditing. Those standards require that I comply with ethical requirements, and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.
4. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.
5. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Opinion

6. In my opinion, the financial statements present fairly, in all material respects, the financial position of the Matatiele Local Municipality as at 30 June 2014 and its financial performance and cash flows for the year then ended, in accordance with the SA Standards of GRAP and the requirements of the MFMA and the DoRA.

Emphasis of matters

7. I draw attention to the matters below. My opinion is not modified in respect of these matters.

Electricity distribution losses

8. As disclosed in note 29 to the financial statements, material losses to the amount of R1,5 million were incurred as a result of electricity distribution losses.

Impairment loss

9. As disclosed in note 9 to the financial statements an amount of R7,3 million was provided as an impairment loss on infrastructure assets.
10. Other receivables from non-exchange transactions as disclosed in note 4 and trade receivables as disclosed in note 7 to the financial statements, were impaired by R11,1 million and R28,1 million respectively.

Unauthorised expenditure

11. Unauthorised expenditure of R9,7 million has been disclosed in note 34 to the financial statements. This is attributable to incurring expenditure in excess of the budget by department with respect to depreciation and impairment losses.

Additional matter

12. I draw attention to the matter below. My opinion is not modified in respect of this matter.

Unaudited disclosure notes

13. In terms of section 125(2)(e) of the MFMA, the municipality is required to disclose particulars of non-compliance with this legislation. This disclosure requirement did not form part of the audit of the financial statements and accordingly I do not express an opinion thereon.

REPORT ON OTHER LEGAL AND REGULATORY REQUIREMENTS

14. In accordance with the PAA and the general notice issued in terms thereof, I report the following findings on the reported performance information against predetermined objectives for selected objectives presented in the annual performance report, non-compliance with legislation as well as internal control. The objective of my tests was to identify reportable findings as described under each subheading but not to gather evidence to express assurance on these matters. Accordingly, I do not express an opinion or conclusion on these matters.

Predetermined objectives

15. I performed procedures to obtain evidence about the usefulness and reliability of the reported performance information for the following selected objectives presented in the annual performance report of the municipality for the year ended 30 June 2014:
- Local Economic Development and Planning (LED&P) on pages x to x
 - Infrastructure on pages x to x
16. I evaluated the reported performance information against the overall criteria of usefulness and reliability.
17. I evaluated the usefulness of the reported performance information to determine whether it was presented in accordance with the National Treasury's annual reporting principles and whether the reported performance was consistent with the planned

objectives. I further performed tests to determine whether indicators and targets were well defined, verifiable, specific, measurable, time bound and relevant, as required by the *National Treasury's Framework for managing programme performance information* (FMPPi).

18. I assessed the reliability of the reported performance information to determine whether it was valid, accurate and complete.
19. I did not raise any material findings on the usefulness and reliability of the reported performance information for the selected objectives.

Additional matters

20. Although I raised no material findings on the usefulness and reliability of the reported performance information for the selected objectives, I draw attention to the following matters:

Achievement of planned targets

21. Refer to the annual performance report on pages x to x and x to x for information on the achievement of the planned targets for the year.

Adjustment of material misstatements

22. I identified material misstatements in the annual performance report submitted for auditing on the reported performance information for the LED&P and infrastructure objectives. As management subsequently corrected the misstatements, I did not raise any material findings on the usefulness and reliability of the reported performance information.

Compliance with legislation

23. I performed procedures to obtain evidence that the municipality had complied with legislation regarding financial matters, financial management and other related matters. My findings on material non-compliance with specific matters in key legislation, as set out in the general notice issued in terms of the PAA, are as follows:

Financial statements, performance and annual reports

24. The financial statements submitted for auditing were not prepared in all material respects in accordance with the requirements of section 122 of the MFMA. Material misstatements of non-current assets, the statement of changes in net assets and disclosure items identified by the auditors in the submitted financial statement were subsequently corrected, resulting in the financial statements receiving an unqualified audit opinion.

Procurement and contract management

25. The contract performance and monitoring measures and methods were insufficient to ensure effective contract management, as required by section 116(2)(c) of the MFMA.

Expenditure management

26. Reasonable steps were not taken to prevent unauthorised expenditure as required by section 62(1)(d) of the Municipal Finance Management Act.

Internal control

27. I considered internal control relevant to our audit of the financial statements, annual performance report and compliance with legislation. The matters reported below are limited to the significant internal control deficiencies that resulted in the findings on the

annual performance report and the findings on non-compliance with legislation included in this report.

Leadership

28. Management did not perform an adequate review of the financial statements and annual performance report submitted for audit. As a result, corrections were made to the financial statements. The municipality implemented an action plan to address internal control deficiencies however there were still repeat findings noted specifically regarding compliance with the GRAP measurement and disclosure requirements and the formulation of indicators and targets for the performance report. The non-achievement of performance targets was due to lack of oversight responsibility.
29. The municipality did not have detailed standard operating procedures relating to performance objectives for all departments. The material misstatements identified in the financial statements and non-compliance identified indicate that not all policies were adequately monitored.

Financial and performance management

30. There was not adequate monitoring and review of compliance with applicable laws and regulations. The annual financial statements were not prepared in compliance with the accounting standards, resulting in significant adjustments being made to the financial statements. The annual performance report contained a number of misstatements which were corrected by management. The municipality made use of consultants during the year however skills were not adequately transferred.

Governance

31. The internal audit unit and the audit committee did not adequately discharge their responsibilities and as a result material adjustments in the annual financial statements and annual performance report were made by management. There should be an improvement in the oversight responsibility as not all of the recommendations made to management were implemented resulting in repeat non-compliance findings.
32. There was no separation of function between the risk management and internal audit units, which increased the risk of impairing the unit's independence.

OTHER REPORTS

Investigations

33. At the time of this report investigations were underway at the municipality which impact on revenue and expenditure. The full extent thereof has not been determined.

Auditor-General.

East London

29 November 2014



AUDITOR-GENERAL
SOUTH AFRICA

Auditing to build public confidence

7. AUDIT COMMITTEE REPORT

MATATIELE LOCAL MUNICIPALITY

FIRST REPORT OF THE AUDIT COMMITTEE OF THE MATATIELE LOCAL MUNICIPALITY FOR THE FINANCIAL YEAR ENDING 30 JUNE 2014

(INCORPORATING THE PERFORMANCE AUDIT COMMITTEE OF THE MATATIELE LOCAL MUNICIPALITY)

KINDLY NOTE THAT: THIS REPORT IS SUBMITTED IN COMPLIANCE WITH THE PROVISIONS OF NATIONAL TREASURY CIRCULAR 63 (MFMA 56 of 2003). THE FINAL REPORT WILL BE SUBMITTED AFTER THE AUDITOR GENERAL'S REPORT HAS BEEN RECEIVED AT THE END OF NOVEMBER 2014.



MATATIELE
LOCAL MUNICIPALITY

THE AUDIT COMMITTEE OF THE MATATIELE LOCAL MUNICIPALITY (HEREINAFTER REFERRED TO AS "THE MUNICIPALITY" or "MLM") PRESENTS THE FOLLOWING REPORT TO THE HONOURABLE SPEAKER COUNCILLOR BOSMAN-MANGANGANA ON ITS ACTIVITIES AND FUNCTIONS FOR THE 2013 / 2014 FINANCIAL YEAR:

1 MEMBERS OF THE COMMITTEE

1.1 MEMBERS UP TO END OF SEPTEMBER 2013

Mr. A.R. Duminy	Chairperson: Audit Committee
Ms S.J.K. Earle	Member
Dr. M. Roets	Member
Mr. L. Mapholoba	Member
Mr. M. M. Boki	Member

1.2 CURRENT MEMBERS (APPOINTED AS FROM OCTOBER 2013):

Mr. A.R. Duminy	Chairperson: Audit Committee
Ms S.J.K. Earle	Member
Mr. M.S. Panicker	Member
Mr. T.W. Tsabo	Member
Ms. N. Thipa	Member

2 MEETINGS:

2.1 The Audit Committee held meetings on the following dates during the 2013 / 2014 financial year:

- a) 27th of August 2013;
- b) 12th of November 2013;
- c) 17th of January 2014;
- d) 2nd of April 2014; and
- e) 24th of June 2014.

2.2 The minutes of the above meetings are held by the secretariat of the Municipality and are available for your perusal at your convenience. The committee has considered inter alia the following documents relating to the 2013 /2014 financial year in its discussions to date:

- a) Terms of reference of the Audit Committee and the Audit Committee Charter;
- b) Internal Audit Charter – Umnotho Business Consultants (UBC);
- c) Internal Audit Plan – UBC;
- d) Reports of the Internal Auditors (UBC) (external outsourced function):

- i) Review of Performance Information;
- ii) Review of Performance Report;
- iii) Risk Assessment Report;
- iv) Expenditure and Payables Report;
- v) Budget and Budget Control Report;
- vi) Capital Projects Report;
- vii) Leave Report;
- viii) Fleet Management Report;
- ix) Review of Annual Financial Statements; and
- x) Supply Chain Management Report.

- e) Reports / Information provided by Internal Audit (internal Municipal function):

- i) Clean Audit Action Plan;
- ii) Risk register;
- iii) Status of irregular, fruitless and / or wasteful expenditure and fraud (quarterly);
- iv) Matatiele Local Municipality SCM Quarterly reports for 2013 / 2014 year;
- v) Quarterly Budget reviews for the 2013 / 2014 year;

- vi) Schedule of controls and monitoring mechanisms currently in place to ensure the elimination of irregular expenditure;
- vii) Monthly Financial Statements Reviews.
- f) Financial statements of the MLM 2013 / 2014;
- g) Performance Report of the MLM 2013 / 2014 (presented with Financial Statements);

3 TERMS OF REFERENCE

The Audit committee operates in terms of accepted terms of Reference for the Audit Committee and the Audit Committee Charter as well as terms which are set out in appointment letters and performance contracts subject to the provisions of Section 166 of the MFMA. In particular the Committee emphasises that its overall objective is to ensure that good corporate governance is observed and practiced by the Municipality. In particular the purpose is to assist the Council in the course of the Council fulfilling and achieving its developmental objectives which are to deliver a quality service to ratepayers, service consumers and stakeholders utilizing minimum resources, while creating and bringing about a self-sufficient municipality.

4 AUDIT COMMITTEE RESPONSIBILITIES

- 4.1 The Audit Committee reports that it has complied with its responsibilities as set out in its Council approved terms of reference and Audit Committee Charter save that it awaits the report of the Auditor General and the external Audit process which will be reported on to Council after November 2014 when the results of such audit are made known.
- 4.2 The Audit Committee has furthermore reviewed the Audit Committee Charter as well as the Internal Audit Charter and recommended to Council that they be accepted. The Committee has been advised that the Council has accepted the reviewed and revised Audit Committee Charter as well as the Internal Audit Charter.
- 4.3 The Audit Committee has furthermore reviewed the Internal Audit Plan for the 2013 / 2014 year and recommended to Council that it be accepted. The Committee has been advised that the Council has accepted the reviewed and revised the aforesaid Internal Audit Plan.

5 REVIEW OF THE ANNUAL FINANCIAL STATEMENTS

- 5.1 The annual financial statements for the 2013 / 2014 financial year were considered by the Audit Committee and comments from the committee were discussed with and implemented by management.
- 5.2 Reviews of the Annual Financial Statements ("AFS") were received from the Internal Auditors dated 08 August 2014 and 14 August 2014 and the recommendations of the Internal Auditors were supported by the Audit Committee and accepted by Management. The third draft of the AFS included the aforesaid proposed amendments and recommendations.

6 AUDITOR GENERAL'S REPORT - 2012 / 2013 YEAR AND FOLLOW UP

- 6.1 The Committee recommended to the Municipal Council that the Audit and Audit Report of the Auditor General for the 2012 / 2013 financial year be accepted by the Council. This was accepted.
- 6.2 The Committee has noted and commended the Action Plan prepared by the Internal Audit Unit with the view to achieving a clean audit. The Committee was of the view that the measures recommended and implemented by Management would materially assist the Municipality in working towards a clean audit.

7 MUNICIPAL RISK AND INTERNAL AUDIT UNIT

The Committee recommended to Council that the long term effectiveness of the Internal Audit Unit required the development of a skilled and properly developed Risk and Internal Audit Unit. In particular this would require the appointment of a manager to the Unit. The Committee is pleased to note that Council has accepted the recommendation and has appointed a Manager to the Unit. The Committee believes that the Unit is functioning well and is continuing to develop its capacity. In the foreseeable future the Internal Audit Function of the Municipality will probably have to remain a shared function with an out-sourced highly skilled Internal Auditor working with the Risk and Internal Audit Unit of the Municipality. As skill levels increase this Unit may develop into an independent and fully functional Internal Audit Unit.

8 COMPLIANCE WITH LAWS AND REGULATIONS

8.1 ANNUAL FINANCIAL STATEMENTS, PERFORMANCE AND ANNUAL REPORT

The Committee is satisfied that the Annual Financial Statements meet the required standards relating to reporting and relevant accounting practices and procedures. The Performance Report contains detailed reporting on the activities of the various departments of the Municipality and the contents thereof appear to be an accurate and fair reflection of the performance of the Municipality in its statutory, public and other obligations and duties.

8.2 LEADERSHIP, GOVERNANCE AND PERFORMANCE MANAGEMENT

The Audit Committee is generally satisfied with leadership and management in the Municipality. Increased attendance by Senior Management of Audit Committee Meetings has contributed to more effective discussion of issues raised in reports and will furthermore assist in addressing problem areas as and when they are identified.

8.3 RISK ASSESSMENT AND MANAGEMENT

The Committee notes the commitment of Management in putting in place effective strategies and plans for risk assessment and management by all its directorates. This management responsibility was monitored on an ongoing basis by the Committee. The Audit Committee notes that Risk Assessments have been carried out and that a Risk Committee is in place to identify, monitor and address risks.

8.4 FRAUD PREVENTION AND RELATED POLICIES

The Committee has noted efforts by the Internal Audit unit to exposing potential and real fraud cases within municipal directorates and assisting management in dealing effectively with such incidents. Policies and plans are in place to ensure the continued effective management of risk and minimization of fraud within the Municipality. The updated Fraud Prevention Plan addresses the risk of fraud and must be reviewed in the near future with reference to the risk register and possible fraud risks that may arise from time to time.

8.5 PERFORMANCE MANAGEMENT

The Committee refers to its report on the 1st and Second Quarters relating to Performance Management and Performance Information of May 2014. A high risk level relating to these issues was noted by the Internal Auditors and the Audit Committee has brought these risks to the attention of Management and Council. Steps to limit this risk have been implemented by Management and the Committee is satisfied with the response of Management at present.

9 **AUDIT FUNCTION**

9.1 **INTERNAL AUDIT FUNCTION**

The Committee is satisfied with the work of the outsourced Internal Auditors (UBC) in assisting the Municipality with this function and believes that the Municipality has further improved its capacity and compliance relating to internal audit substantially in this financial year as set out above. The Audit Committee considers the work of the Internal Auditors to be effective and helpful in assisting the Audit Committee and Municipality to carry out their functions and activities.

9.2 **EXTERNAL AUDIT FUNCTION**

The Committee will report on this function when the audit by the Auditor General has been completed at the end of November 2014.

10 **PERFORMANCE AUDIT COMMITTEE**

10.1 The Audit Committee of the Municipality sits as an Audit Performance Committee and has carried out various functions relating to Performance issues in the year under review.

10.2 A comprehensive report relating to the 1st and 2nd Quarters Performance Management and Information has been presented to the Speaker of Council.

10.3 The 3rd Quarter Performance Management and Performance Information reports have been considered and will be reported on when the 4th Quarter Report has been presented to the Committee.

10.4 The Audit Committee has furthermore participated in performance assessments for Municipal managerial staff for the 1st and 2nd Quarters of the year under review. The 3rd and 4th Quarter Performance Assessments are scheduled for the 2nd of September 2014 and the Committee will participate in such assessments.

10.5 The Committee furthermore reviewed the Performance Report of the Municipality which was presented with the Annual Financial Statements to the Committee and has recommended that it be accepted.

11 **CONCLUSION**

The Audit Committee awaits the report of the Auditor General and will present its final report and recommendation in January 2015.

Signed at Matatiele this 29th day of August 2014.



AR Duminy

Chairperson of the Audit Committee and Performance Audit Committee

8. OPERATION CLEAN AUDIT ACTION PLAN

AUDIT FINDING	BACKGRO UND	ACTION	RESOU RCE	BUD GET	RESPO NSIBLE OFFICIALS	DEPAR TMENT RESPO NSIBLE	MEANS OF VERIFICATI ON& PROGRESS	TIME- LINES	STATU S
1. Compliance (expenditure): Accounting officer did not take reasonable steps to prevent unauthorised, irregular and fruitless (EX. 76)	In terms of Section 62(1)(d) of the Municipal Finance Management Act the accounting officer of a municipality is responsible for managing the financial administration of the municipality, and must for this purpose take all reasonable steps to ensure that unauthorised, irregular or fruitless and wasteful expenditure and other losses are prevented. During the audit process there was irregular expenditure identified, which indicates that effective steps were not taken to prevent the irregular expenditure as required by the	SCM acknowledges the finding as raised by the AG which relates to irregular expenditure and that the expenditure incurred will be disclosed as irregular expenditure and reported to Council. Implement strict controls over SCM processes and compliance with legislation.	N/A	N/A	Mr. B Vumase	SCM	Disclosure and Council resolution.	Ongoing	Pending
		(Revenue unit)To investigate and recover from the responsible official who caused the fruitless expenditure			Ms. B Bavu	Revenue	(Revenue) Proof of payment or salary deduction	30 March 2015	To commence with the investigation

	<p>legislation.</p> <p>Furthermore, on inspection of annual financial statements it has been noted that the municipality incurred unauthorised expenditure amounting to R7 820 288 and fruitless and wasteful expenditure amounting to R1 830 and the actions (i.e. budget overspending by department due to depreciation and impairment and late payment of accounts) that caused the unauthorised and fruitless and wasteful expenditure in the previous year which could have been prevented had reasonable steps been taken have re-occurred, therefore this indicates that reasonable steps to ensure</p>								
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	that unauthorised and fruitless and wasteful expenditure is not incurred were not taken.								
2. Consultant s: No terms of reference for transfer of skills and municipality not utilising internal capacity (EX. 40)	In terms of Supply Chain Management: A Guide for Accounting Officers of Municipalities Section 5.7.1 states If the assignment includes an important component for training or transfer of knowledge and skills, the Terms of Reference (TOR) should indicate the objectives, nature, scope and goals of the training programme, including details of trainers and trainees, skills to be transferred, time frames and monitoring and evaluation arrangements. The cost for the training programme should	Municipality shall insert standard clause that: indicate the objectives, nature, scope and goals of the training programme, including details of trainers and trainees, skills to be transferred, time frames and monitoring and evaluation arrangement to all the SLA's that will be entered between Municipality and Service Providers including consultant raised by AG.		N/A	Mr. B Vumase	SCM	Revised SLA's	31 march 2015	Pending

	<p>be included in the consultant's contract and in the budget for the assignment.</p> <p>During the audit of consultant s it was noted that terms of reference in respect of the following consultant s did not contain clauses or terms of reference on the objectives, nature, scope and goals of training, skills to be transferred, time frames, monitoring tools and evaluation of such arrangements. It is further noted that although the municipality has a consultant that has been preparing VAT returns from 1 July 2011 to date, there is no clear demonstration or evidence that skills were ultimately transferred to staff over the period. Per the</p>								
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	contract with the consultant, a 10% fee of the VAT refundable amount is charged								
3. Compliance: AFS not prepared in accordance with MFMA requirements	<p>In terms of Section 122 of Municipal Finance Management Act, every municipality must for each financial year prepare annual financial statements which fairly presents the state of affairs of the municipality, its performance against its budget, its management of revenue, expenditure, assets and liabilities, its business activities, its financial results, and its financial position as at the end of the financial year.</p> <p>The financial statements submitted for auditing were not prepared in all material respects in</p>				Mr. K Mehlo makhulu	Budget and Treasury	Monthly Financial Statements, it has been done	Done on a monthly basis	Done on a monthly basis.

	accordance with the requirements of the MFMA. Material misstatements of non-current assets, the statement of changes in net assets and disclosure items identified by the auditors in the submitted financial statements were subsequently corrected, resulting in the financial statements receiving an unqualified audit opinion.								
4. Related Parties: Incorrect Disclosure (EX42)	GRAP 20 par 27 states that: "Subject to the exemptions in paragraph .32, if a reporting entity has had related party transactions during the periods covered by the financial statements, it shall disclose the nature of the related party relationship as well as information	The disclosure has been amended and for future the Related Parties Disclosure form will be circulated again to all officials of the Municipality.			Mr L Ndzelu	Budget and Treasury	Monthly Financial Statements and done on a monthly basis.	Done on a monthly basis	Done

	<p>n about those transactions and outstanding balances, including commitments, necessary for users to understand the potential effect of the relationship on the financial statements." We noted that the Related Parties Disclosure Note (Note 38) states that:</p> <p>The disclosure note is therefore incorrect in stating that, "Lesang Faniso, spouse of the Community Liaison officer of the municipality..." and "Boitumelo, the spouse of the Accountant - Payroll of the municipality."</p>								
5. Intangible assets: Accounting policy is not disclosed in the annual financial statements (EX.50)	GRAP 1 paragraph 123 states: " An entity shall disclose in the summary of significant accounting	The Accounting policy it has been adjusted/ disclosed in the annual financial statemen	N/A	N/A	Mr. K Mehlo makhulu	Budget and Treasury Office	Monthly Financial Statements done on a monthly basis	Done on a monthly basis	Done

	<p>policies: a) the measurement basis (or bases) used in preparing the financial statements; b) the extent to which the entity has applied any transitional provisions of the Standards of GRAP; and c) the other accounting policies that are relevant to an understanding of the financial statements".</p> <p>On inspection of the annual financial statements submitted for audit it has been noted that accounting policy for intangible assets has not been disclosed</p>	ts as							
<p>6. Budget: Incorrect figures presented on the Statement of Comparison of Budget and Actual Amounts (EX69)</p>	<p>According to the Municipal Finance Management Act Section 62(1)(b): "the accounting officer of a Municipality is responsible for</p>				Mr L Ndzelu	Budget and Treasury Office	<p>This was adjusted on the 2014 AFS and is being monitored on a monthly basis through preparation of monthly financial</p>	<p>Monthly Financial Statements and TB</p>	Done

	<p>managing the financial administration of the municipality and must for this purpose take all reasonable steps to ensure that full and proper records of the financial affairs of the municipality are kept in accordance with any prescribed norms and standards"</p> <p>.</p> <p>It has been noted that the actual amounts have been presented incorrectly in the Statement of Comparison of Budget and Actual Amounts:</p>						statements and the TB.		
<p>7. Contingent liabilities: Incomplete disclosure of contingencies (EX 122)</p>	<p>GRAP 19, paragraph 95 states that, "Unless the possibility of any outflow in settlement is remote, an entity shall disclose for each class of contingent liability at the reporting date a brief</p>				Mr L Ndzelu	Budget and Treasury and Corporate Services	<p>This was adjusted with the 2014 AFS and is being monitored on a monthly basis through monthly financial statements</p>	Monthly Financial Statements	Done.

	<p>description of the nature of the contingent liability and, where practicable :</p> <p>(a) an estimate of its financial effect</p> <p>(b) an indication of the uncertainties relating to the amount or timing of any outflow; and</p> <p>(c) the possibility of any reimbursement.</p> <p>On receipt of confirmation from lawyers it was noted that the contingent liabilities were not disclosed in the 2013/14 annual financial statements.</p>								
8. Contingent liabilities: Amount of contingent liability disclosed does not agree to lawyer's confirmation and confirmations not submitted (EX 123)	<p>In terms of section 62(1)(b) of the Municipal Finance Management Act states: "The accounting officer of a municipality is responsible for managing the financial administration of the</p>				Mr L Ndzelu	Budget and Treasury and Corporate Services	This was adjusted with the 2014 AFS and is being monitored on a monthly basis through monthly financial statements	Monthly Financial Statements	Done.

	<p>municipality and must for this purpose take all reasonable steps to ensure that full and proper records of the financial affairs of the municipality are kept in accordance with any prescribed norms and standards”</p> <p>.</p> <p>The following has been noted regarding contingent liabilities and assets disclosed:</p> <p>1. The amount for a certain contingent liability was not revised to agree to the attorney's estimate as at 30 June 2014.</p> <p>2. Lawyers' confirmations for the following contingent liabilities disclosed in the annual financial statements were not submitted by the due date and as such validity of the contingencies could not be</p>								
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	confirmed:								
9. Leave gratuity: Employee not paid leave gratuity upon termination (EX79)	<p>According to the Basic Conditions of Employment Act No. 75 of 1997, par 21 states that:</p> <p>(1) An employer must pay an employee leave pay at least equivalent to the remuneration that the employee would have received for working for a period equal to the period of annual leave, calculated —</p> <p>(a) at the employee's rate of remuneration immediately before the beginning of the period of (b) annual leave; and</p> <p>(2) in accordance with section 35.</p> <p>(a) before the beginning of the period of leave; or</p> <p>(b) by agreement, on the employee's usual pay day. We noted that</p>				Mr L Ndzelu				

	the was an employee which was not paid his leave payout on termination.								
10. Employee Cost: Misstatements in councillors allowances (EX 82)	Section 62(1)(b) of the Municipal Finance Management Act 56 of 2003 states that the accounting officer of a municipality is responsible for managing the financial administration of the municipality, and must for this purpose take all reasonable steps to ensure that the municipality has and maintains effective, efficient and transparent systems. In terms of Circular 04/2014 from SALGA (Determination of upper limits of salaries, allowances and benefits of councillors for 2013/14 financial year), total remuneration is defined as the total cost to the	To adjust AFS as these were paid in July but not accrued to adjust AFS figures. The whole population was revisited to check if there is no similar error.	N/A	N/A	B.Bavu	Revenue and Expenditure	Changes in the AFS	30 March 2015	The said councillors have been paid and the population checked for similar errors

	<p>municipality of a basic salary component, a travelling allowance, housing allowance, municipal contribution to pension fund and municipal contribution to medical aid fund. The allowances are calculated as follows:</p> <p>1. Councillor Mgolomba ne received a total Remuneration of R16 945.66 instead of R 18 984.66 the difference is due to mobile data and cell phone allowance that was not paid to the councillor.</p> <p>2. Councillor S Sello's restructuring was incorrectly done, his housing allowance is R 6830.05 instead of R 4 236.41 (limited to 25% of total annual remuneration)</p> <p>3. The list of councillors disclosed in the</p>								
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	Annual Financial statement s is not complete(the following councillors were omitted : S Mgolombane and T.A Mhlongo)								
11. Annual Leave: Lack of supporting documentation, discrepancies between leave forms and leave captured, leave taken not captured (EX 85	According to MFMA Section 62(1)(c)(i): "The accounting officer of the municipality is responsible for managing the financial administration of the municipality, and must for this purpose take all reasonable steps to ensure that the municipality has and maintains effective, efficient and transparent systems of financial and risk management and internal control." In terms of paragraph 9 of the Municipality's Leave Policy: Standard Staff Leave Regulations, every application for leave shall be				L.T. Somtseu				

	<p>made by the employee on a form prescribed by the Council.</p> <p>The following issues have been noted regarding leave taken by employees :</p> <p>1. No approved leave application forms could be obtained for the following two employees who had taken annual leave. The leave was captured on the system.</p> <p>2. For the employees listed below, the number of days captured on the system does not agree to the number of days recorded on the leave forms.</p> <p>3. Annual leave taken by the following employees was not captured on the system</p>								
12. Sick Leave: Lack of supporting documenta	The following issues have been noted				L.T. Somtse u				

tion and discrepancies between leave forms and the leave system (EX89)	<p>regarding the sick leave taken by employees :</p> <p>1. The following employees who took sick leave for three consecutive days or more did not submit medical certificates</p> <p>2. The number of days recorded on the leave forms listed below do not agree to the number of days captured on the system</p>								
13. Employee Cost-Compliance: no performance agreements for staff other than section 57 and 56 managers (EX121)	<p>Section 62(c)(i) of the Municipal Finance Management Act, 2003 (Act No.56 of 2003), (MFMA) states that the accounting officer of a municipality is responsible for managing the financial administration of the municipality, and must for this purpose take all reasonable steps to ensure that the</p>				L.T. Somtseu				

	<p>municipality has and maintains effective, efficient and transparent systems of financial and risk management and internal control.</p> <p>During audit of the municipality's control environment the following deficiencies in internal controls were noted:</p> <p>1The were no individual performance agreement for the current year for staff other than S57 managers and S56 Managers.</p> <p>2. As a result annual performance evaluations were not done.</p>								
14. IT: System not always fully operational . (EX 23)	On enquiry with management it has been noted that the MIG-MIS system used for registration, monitoring and reporting MIG related projects is	<p>Reports are printed out and faxed to COGTA-Bisho office for capturing in case of system failure at MIG</p>			Ms N.Ntloko/ Mr. M Somi	Infrastructure Services	Fax reports	Monthly	In progress

	not frequently used due to connectivity challenges (i.e. network failure).								
15. Planning: Internal Audit - Incompatible duties not segregated (EX9)	<p>Section 66(1)(d) of the Municipal Systems Act states that a municipal manager, within a policy framework determined by the municipal council and subject to any applicable legislation, must establish a process or mechanism to regularly evaluate the staff establishment and, if necessary, review the staff establishment and the remuneration and conditions of service.</p> <p>During the process of obtaining an understanding of the municipality, it was noted that the risk function identifies and implements risks and monitors internal controls to</p>	The municipal manager has then separated the risk from the internal audit. The risk sub unit now reports to the Manager Legal Services. The Internal Audit unit is now separate from any other function.	N/A	N/A	Ms. U. Mdlankomo	Municipal Managers Department	Approved Organogram 15/16	31 June 2015	In progress

	<p>respond to those risks. According to the Municipal organogram, the Internal Auditor and Risk Manager are combined into one post, namely Manager: Municipal Risk and Audit Services. This combination of incompatible functions is further echoed in the adverts for internal auditor and risk officer post-dated 24 June 2011 and Manager Internal audit and Risk management dated 26 July 2013.</p>								
<p>16. Consultant s: No clear terms of reference and timelines (EX. 39)</p>	<p>In terms of the MFMA, as amended, Section 62(1)(c)(i) the accounting officer of a municipality is responsible for managing the financial administration of the municipality, and must for this purpose</p>	<p>Municipality will revisit all the SLA's consulted that were raised by AG and those ones were appointed in this current year to ensure that clear time of reference , time lines and</p>		<p>N/A</p>	<p>Mr. B Vumase</p>	<p>SCM and other Department</p>	<p>Revised SLA's</p>	<p>31 march 2015</p>	<p>Pending</p>

	<p>take all reasonable steps to ensure that the municipality has and maintains effective, efficient and transparent systems of financial and risk management and internal control.</p> <p>It was noted that there were no clear terms of reference. There is no clear definition of the duties to be performed by the consultants in terms of:</p> <p>1. What the relevant “supporting schedules and documentation” are comprised of.</p> <p>2. What exactly is assisting in terms of supervising, training or preparing VAT reconciliations</p> <p>3. What are the other duties or additional duties are and the was no timelines stipulated.</p>	skills transfer that are measurable.							
17.	In terms of	All	Intern	N/A	Legal	Corpor	Vetted	On a	In

Consultant s: No conditions of termination/penalties for non or underperformance of consultants (EX 41)	<p>the Municipal Financial Management Act Section 116 states: Contracts and contract management.—(1) A contract or agreement procured through the supply chain management system of a municipality or municipal entity must—</p> <p>(b) Stipulate the terms and conditions of the contract or agreement , which must include provisions providing for—</p> <p>During the audit of consultant s it is noted that contracts from the consultant s do not make reference to termination of contracts in the events of under-performance and penalties applicable in the event of under-performance.</p> <p>It is further</p>	municipal contracts to be vetted by legal services to ensure that they contain all the essential elements for contracts and compliance with section 116 of the MFMA	al resources		Services : Acting Manager/ Corp Services G.M.	ate services	contracts	monthly basis	progress
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	noted that the contract do not contract stipulates that copyright in any document produced, and the patent rights or ownership in any plant, machinery, system or process designed or devised, by the consultant in the course of the consultancy service is vested in the municipality or municipal entity.								
18. Internal controls: Consultants (EX 119)	Section 62 (1)(c)(i) of the Municipal Finance Management Act (MFMA) states that: "The accounting officer of the municipality is responsible for managing the financial administration of the Municipality, and must for this purpose take all reasonable steps to ensure that the municipality has and maintains	Policy will be developed and send to Council for approval		N/A	Mr B Vumase	SCM and other department	Reviewed Policy	31 March 2015	Pending

	<p>effective, efficient and transparent systems of financial and risk management and internal control".</p> <p>No policy in place to define the main purpose and objective of appointing a consultant</p> <p>1. During the performance of audit processes it is noted that the municipality do not have a policy that defines the main purpose and objective of appointing consultants, it is noted that the SCM Policy defines the procedure to appoint consultants but not the purpose and objective of appointing a consultant s. No analysis is done to evaluate the extent of the use of consultants</p> <p>2. During the</p>								
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	<p>performance of audit processes it is noted that the municipality do not perform analysis of the extent consultants are being used.</p>								
<p>19. Prior year misstatements: Uncorrected misstatements (EX. 104)</p>	<p>ISA 710.7 requires the auditor to obtain sufficient appropriate audit evidence that the financial statements include the corresponding figures required by the applicable financial reporting framework and that such information as appropriately classified. The audit objective is to obtain audit evidence which will allow the auditor to conclude that the corresponding figures do not contain misstatements that materially affect the current period's financial statements.</p> <p>The following prior year</p>				Mr L Ndzelu	Budget and Treasury Office	<p>This was corrected in the 2014 AFS and is being monitored on a monthly basis through Monthly Financial Statements</p>	<p>Done on a monthly basis.</p>	Done

	<p>misstatements were not corrected by management as they were regarded as immaterial.</p> <p>Basic salary – Misstatement amounting to R7 592 for overpayment made after termination of services.</p> <p>Overtime – Misstatement amounting to R184 098.47 for overpayment of overtime.</p> <p>Basic salary – Misstatement amounting to R71 008.02 for no proof of leave pay out on termination of services</p> <p>Investment property - Misstatement amounting to R71 500 for details of asset register that do not agree to valuation roll.</p>								
20. Budget: Non-compliance (EX. 62)	According to the Municipal Finance Management Act s71(1)(g): "Monthly				Mr L Ndzelu	Budget and Treasury Office	The monthly reports are being submitted on time to the National	Section 71 reports submitted to Treasury.	Done

	<p>budget statement s.—The accounting officer of a municipality must by no later than 10 working days after the end of each month submit to the mayor of the municipality and the relevant provincial treasury a statement in the prescribed format on the state of the municipality’s budget reflecting the following particulars for that month and for the financial year up to the end of that month:</p> <p>We noted the following:</p> <p>❑❑The monthly budget statement s do not reflect the explanation of material variances in projected revenue by source and expenditure projections .</p> <p>❑❑The monthly budget statement s do not contain</p>						<p>Treasury before the required time.</p>		
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	<p>explanations of material variances from the service delivery and budget implementation plan/ service delivery agreement and business plan.</p> <p>¶¶The monthly budget statements do not contain explanations of remedial or corrective steps taken or to be taken to ensure that projected revenue and expenditure remain within the approved budget.</p> <p>¶¶The monthly budget statements submitted to the provincial treasury were submitted only in electronic format.</p> <p>¶¶The monthly budget statements for the months below were submitted after 10 working days of the end of the month:</p>								
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21. Procurement : Entries in the register were not published on the website of the municipality (EX 70)	<p>According to the Supply Chain Management (SCM) Regulations 23(c)(iii) “a supply chain management policy must determine the procedure for the handling, opening and recording of bids and must require the accounting officer to publish the entries in the register and the bid results on the website of the municipality or municipal entity”</p> <p>It has been noted that the register containing the entries (i.e. details of bidders that submitted bids) relating to the projects detailed in the table below was not published on the website of the municipality, only the bid results were published on the</p>				Ms NB Matshoba Mr B Vumase				

	website.								
22. Construction of Nyanzela Access Road (Bid Number: MIG/R EC/2012001) (EX24)	<p>Paragraph 3.6(3) of the CIDB Practice Note Number 5 which states that the employer should, “perform a risk analysis on the preferred tenderer to ascertain if any of the following might present an unacceptable commercial risk to the employer: unduly high or unduly low tendered rates or amounts in the tender offer; · contract data provided by the tenderer; or the contents of the tender returnable which are to be included in the contract.”</p> <p>The Matatiele Local Municipality (MLM) awarded a tender of R8 898 910 to Mabona Civils and Construction for the construction of the Nyanzela Access</p>				Mr L Ndzelu				

	<p>Road.</p> <p>The AGSA inspected the BAC reports and noted that there were no motivation s/analyses detailing why the BAC determined that bidders that quoted bid prices below R8,5 million would pose a risk to completing the project as the project cost estimates was R12 860 985 (table 1 refers). Thus, the appointment of Mabona Civils and Construction (8th ranked bidder) is in contravention with paragraph 2(f) of the PPPFA states that, “the contract must be awarded to the tenderer who scores the highest points, unless objective criteria justify the award to another tenderer.”</p> <p>Furthermo</p>								
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	re there is no evidence to indicate that the BAC performed a risk analysis for the highest ranked bidder recommended by the BEC in contravention paragraph 3.6(3) of the CIDB Practice Note Number 5 which states that the employer should, “perform a risk analysis on the preferred tenderer to ascertain if any of the following might present an unacceptable commercial risk to the employer:								
23. Procurement: Deviations disclosed in annual financial statements over-stated with employee study (EX63)	Paragraph 6 of the Training and Development policy of the municipality states that: “The Municipality will provide Study Assistance to an employee to enable such employee to obtain a formal qualification suitable	The finding was resolved and in the 2014/2015 deviation register employee studies are not included		N/A	Mr B Vumase	SCM	Deviation register	Ongoing	Done

	<p>for use in his or her scope of employment, subject to the following conditions: During the performance of audit procedures for procurement and contract management it has been noted that the municipality has incorrectly disclosed the expenditure detailed below as a deviation even though there is no contravention with any Act, Regulation or municipality's SCM policy.</p>								
24. Procurement: Invoices signed to acknowledge receipt of services before the service provider rendered the services (EX.84)	<p>According to section 62(1)(c) of the MFMA Act 56 of 2003): "The accounting officer of a municipality is responsible for managing the financial administration of the municipality, and must for this purpose</p>				Mr L Ndzelu				

	<p>take all reasonable steps to ensure that the municipality has and maintains effective, efficient and transparent systems of financial and risk management and internal control”.</p> <p>According to paragraph 2.4.2.5 of the Operational Payment Policy of the Matatiele Local Municipality: “An initial or progress payment in terms of a contract or written agreement shall not be considered an advance but shall be brought into account as a direct charge to the appropriate vote or service, the voucher pertaining such payment shall be supported by a certificate from a duly authorised official responsible for the</p>								
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	<p>managem nt of the contract, that supplier is entitled to the payment in terms of the contract and the work has been properly performed ”.</p> <p>During the performan ce of audit procedure s for procureme nt and contract managem nt it was noted that the following invoices were signed by the delegated official to certify that services were satisfactori ly rendered by the service provide and payments were made to this effect; however the service provider only rendered services on 7 December 2013, after payments were made and receipt of services acknowled ged.</p>								
25. Annual Financial Statements	Section 62(1)(c)(i) of the				Mr L Ndzelu	Budget and Treasu	This was adjusted in the 2014	Done on a monthly	Done

: Errors identified in the annual financial statements (EX. 118)	<p>MFMA states that, the accounting officer of a municipality is responsible for managing the financial administration of the municipality, and must for this purpose take all reasonable steps to ensure that the municipality has and maintains an effective, efficient and transparent systems of financial and risk management and internal control. While performing review of annual financial statements the following errors were identified:</p> <p>Employee benefits</p> <p>1. Amount relating to post-retirement medical aid benefits has been disclosed under provisions in note 13 instead of employee benefit obligations</p>					ry Office	AFS and is being monitored on a monthly basis through monthly financial statements.	basis.	
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	<p>in note 14. 2. Carrying value as disclosed in note 14 is a negative amount; this is inconsistent in the note as some of the balances are positive.</p> <p>Prepayments</p> <p>1. Accounting policy for prepayments has not been disclosed in the financial statements.</p> <p>2. The balance of prepayments in note 6 does not agree to the balance presented in the statement of financial position. The statement of financial position reflects a balance of R3 299 014 and the amount disclosed in the note is R3 309 013.</p> <p>Inventory</p> <p>1. Per inspection of council minutes dated 31 July 2014, inventory loss identified during the yearend</p>								
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	<p>stock take amounting to R9 512.46 was approved to be written off; however, the amount relating to write-off as disclosed in note 2 is R4 184.</p> <p>Grants and subsidies</p> <p>1. Conditional grants expenditure has been incorrectly worded as grants and subsidies even though the municipality has not paid out subsidies.</p> <p>Accumulated surplus</p> <p>1. Accounting policy for accumulated surplus is not disclosed in the annual financial statements.</p> <p>2. As disclosed in the statement of changes in net assets, expenditure relating to intangible assets was funded from government grant reserve even though</p>								
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	<p>this is not allowed in terms of GRAP.</p> <p>3. Interest on housing amounting to R62 758 has been accounted for directly in accumulated surplus instead of being recorded in the statement of financial performance as revenue.</p>								
<p>26. Assets: Revalued land recorded in the fixed asset register does not have a cost (EX. 25)</p>	<p>Section 62 (1)(c)(i) of the Municipal Finance Management Act (MFMA) states that: "The accounting officer of the municipality is responsible for managing the financial administration of the municipality, and must for this purpose take all reasonable steps to ensure that the municipality has and maintains effective, efficient and transparent systems of financial and risk management and internal control".</p>	<p>The asset register will be sent to property Valuer to ensure that all property on the asset register appears on the valuation roll</p>		<p>N/A</p>	<p>Mr B Vumase</p>	<p>SCM</p>	<p>Updated asset register</p>	<p>31 March 2015</p>	<p>Pending</p>

	On review of the fixed asset register it has been noted that the land, Land Zibi Meyer Hall (asset number 24858-1) has been allocated a revaluation amounting to R2 823 812.66 and there is no cost recorded for the asset. As such, the accuracy of the revaluation calculated could not be confirmed. The fixed asset register was inadequately reviewed and this resulted in errors not being identified and corrected.								
27. Assets: Differences between Appendix B and Fixed Asset Register & General Ledger (EX.26)	Section 62 (1)(c)(i) of the Municipal Finance Management Act (MFMA) states that: "The accounting officer of the municipality is responsible for managing the financial administration of the	Preparing of monthly AFS will assist to ensure that Appendix B is correct			Mr L Ndzelu	Budget and Treasury Office	This was adjusted in the 2014 AFS and Appendix B was adjusted. This is being monitored on a monthly basis through monthly financial statements.	Done on a monthly basis	Done

	<p>municipality, and must for this purpose take all reasonable steps to ensure that the municipality has and maintains effective, efficient and transparent systems of financial and risk management and internal control".</p> <p>While performing reconciliation between the total of net assets as per appendix B with the asset register and the general ledger differences were noted.</p>								
<p>28. Assets: Componentisation of community assets (EX.46)</p>	<p>GRAP 17: paragraph 48 states that "Each part of an item of property, plant and equipment with a cost that is significant in relation to the total cost of the item shall be depreciated separately."</p> <p>Paragraph 52 of GRAP 17 further states that: "An</p>	<p>To confirm that monthly AFS include the correct accounting Policy</p>		<p>N/A</p>	<p>Mr L Ndzelu</p>	<p>SCM</p>	<p>Monthly AFS</p>	<p>Ongoing</p>	<p>Pending</p>

	<p>entity may choose to depreciate separately the parts of an item that do not have a cost that is significant in relation to the total cost of the item.”</p> <p>Although the municipality has elected to apply paragraph 52 in respect of community assets, with the fixed asset register reflecting such assets by components (each with their respective useful lives), the following was identified regarding the accounting policy and asset management policy:</p> <p>Accounting policy 1.3: Property, plant and equipment lists the following useful lives for community assets and makes no mention of componentisation and separate useful lives:</p>								
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	<p>Improvements: 25-30 years. Recreational facilities: 15-30 years Security: 15-25 years</p> <p>In addition, the municipal fixed asset policy does not detail the treatment of useful lives of community assets and how they have been componentised. Applying the useful lives per the accounting policy, the value of the community assets in the financial statements will be misstated as a result of a different calculation of depreciation.</p>								
29. Fixed assets: Differences noted between recalculated and reported depreciation (EX.47)	<p>According to the MFMA Act 56 of 2003, par 62(a) - (c): General financial management functions.</p> <p>—(1) The accounting officer of a</p>				Mr L Ndzelu				

	<p>municipality is responsible for managing the financial administration of the municipality, and must for this purpose take all reasonable steps to ensure—</p> <p>(a) that the resources of the municipality are used effectively, efficiently and economically;</p> <p>(b) that full and proper records of the financial affairs of the municipality are kept in accordance with any prescribed norms and standards;</p> <p>(c) that the municipality has and maintains effective, efficient and transparent systems—</p> <p>(i) of financial and risk management and internal control;</p> <p>and</p> <p>(ii) of internal audit operating in accordance with any prescribed</p>								
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	<p>norms and standards. The following differences were noted on recalculation of depreciation</p> <p>No. 1</p> <p>Date 2013/11/12</p> <p>Asset name Surfacing Maluti Internal Streets Phase2 Crr</p> <p>Recalculated Depreciation 26 965.59</p> <p>Reported Depreciation 39 927.03</p> <p>Differences (12 961.44)</p>								
<p>30. Intangible assets: Inappropriate assumption of residual value (EX.5)</p>	<p>In terms of paragraph 98 of GRAP 31 the residual value of an intangible asset with a finite useful life shall be assumed to be zero unless:</p> <p>(a) There is a commitment by a third party to acquire the asset at the end of its useful life; or</p> <p>(b) There is an active market for the asset and:</p> <p>(i) Residual value can be determine</p>				Mr L Ndzelu				

	<p>d by reference to that market; and (ii) It is probable that such a market will exist at the end of the asset's useful life. During the performance of audit procedures for intangible assets the following issues have been noted:</p> <p>1. The intangible assets listed in the table below have been assigned residual values even though:</p> <p>☐☐ There is no evidence of commitment from a third party to buy the asset at the end of its useful life.</p> <p>☐☐ The active market for the intangible asset is available for licensed service providers and the municipality is not a licensed provider of the software.</p> <p>☐☐ It is improbable to estimate</p>								
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	the market value of the intangible asset in the next three years due to the nature of technology being obsolete.								
31. Intangible assets: Amount shown in the AFS does not agree with the amount in the expenditure vouch (EX.81)	<p>Section 62(1)(c)(i) of the MFMA states that, the accounting officer of a municipality is responsible for managing the financial administration of the municipality, and must for this purpose take all reasonable steps to ensure that the municipality has and maintains an effective, efficient and transparent systems of financial and risk management and internal control.</p> <p>Whilst auditing the additions for intangible assets it has been noted that the amount of R621 391 disclosed</p>	Invoices will be checked against Monthly AFS to ensure accuracy		N/A	Mr B Vumase	SCM	Monthly AFS	Ongoing	Ongoing

	in note 9 relating to the acquisition of the VIP and CTRACK software systems does not agree to the amount per the invoices attached as supporting documentation for the additions.								
32. Intangible assets: amortisation for the year not provided (EX.83)	<p>Section 62 (1)(b) – The accounting officer of a municipality is responsible for managing the financial administration of the municipality, and for this purpose take all reasonable steps to ensure, that full and proper records of the financial affairs of the municipality are kept in accordance with any prescribed norms and standards.</p> <p>While performing the audit of intangible assets noted that during the year, the auditee</p>				Mr L Ndzelu				

	<p>purchased two new computer systems and did not account for amortisation in respect of these two systems. These two systems are VIP which was purchased on the 7th of February 2014 and CTrack which was purchased on the 21st of January 2014. Through inspection of the Matatiele local municipality fixed asset register noted that the 78491 does not include the amortisation for the two computer software.</p>								
<p>33. Investments: Accounting policy note for investments is not disclosed on the Financial Statements (EX35)</p>	<p>GRAP 1 paragraph 123 states: " An entity shall disclose in the summary of significant accounting policies: a) The measurement basis (or bases) used in preparing the financial statements; b) The</p>				<p>Mr L Ndzelu</p>	<p>Budget and Treasury Office</p>	<p>This was adjusted in the 2014 AFS and is being monitored on a monthly basis through monthly financial statements</p>	<p>Done on a monthly basis</p>	<p>Done</p>

	<p>extent to which the entity has applied any transitiona l provisions of the Standards of GRAP; and</p> <p>c) The other accounting policies that is relevant to an understand ing of the financial statement s".</p> <p>On inspection of the Annual Financial Statement s it has been noted that the accounting policy for investmen ts has not been disclosed.</p>								
34. Investment s: Journals processed without proper authorisati on (EX 64)	<p>According to section 62(1)(c) of the MFMA Act 56 of 2003): "The accounting officer of a municipalit y is responsibl e for managing the financial administra tion of the municipalit y, and must for this purpose take all reasonable steps to ensure that the municipalit</p>				Mr L Ndzelu	Budget and Treasu ry Office	<p>These were signed after being picked up by the auditors and is being monitored on a monthly basis.</p>	<p>Done on a daily basis (as and when the journal is prepared) .</p>	Done

	<p>y has and maintains effective, efficient and transparent systems of financial and risk management and internal control”.</p> <p>It has been noted that the following journals were processed without proper authorisation from a delegated official. These journals were reviewed; however no signature of approval was given:</p>								
<p>35. Investments: Non-adherence with Banking and Investment Policy (EX 68)</p>	<p>According to Part 5 paragraph 5.6 of the Municipality's Banking and Investment Policy: “Before making any call or fixed deposits, the Chief Financial Officer, shall obtain quotations from at least three financial institutions. Given the volatility of the money market, the Chief Financial Officer,</p>				Mr L Ndzelu	Budget and Treasury Office	This was resolved in the 2014 AFS and the policy has been reviewed.	Policy has been reviewed and is monitored on a daily basis.	Done

	shall, whenever necessary, request quotations telephonically, and shall record in an appropriate register the name of the institution, the name of the person contacted, and the relevant terms and rates offered by such institution, as well as any other information which may be relevant (for example, whether the interest is payable monthly or only on maturity, and so forth). Once the best investment terms have been identified, written confirmation of the telephonic quotation must be immediately obtained (by facsimile, e-mail or any other expedient means)". It has been noted that a one month fixed deposit for an amount								
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	of R20 000 000 was made with Investec Bank for the period September 2014 - October 2014 at an interest rate of 5.22% (annual effective). However, only one interest rate quotation was obtained instead of the required 3 quotations as per the Municipality's Banking and Investment policy.								
36. Fixed assets: Cost price of a newly acquired assets incorrectly calculated (EX.38)	GRAP 17 Paragraph 21 states that "The cost of an item of property, plant and equipment comprises: (a) Its purchase price, including import duties and non-refundable purchase taxes, after deducting trade discounts and rebates; (b) any costs directly attributable to bringing the asset to the location				Mr L Ndzelu				

	and condition necessary for it to be capable of operating in the manner intended by management; and (c) The initial estimate of the costs of dismantling and removing the item and restoring the site on which it is located, the obligation for which an entity incurs either when the item is acquired or as a consequence of having used the item during a particular period for purposes other than to produce inventories during that period." We noted that in some instances assets were recorded at incorrect costs in the asset register								
37. Assets: No evidence of authorisation of journal by the delegated	Section 62 (1)(c)(i) of the Municipal Finance Management Act (MFMA)				Mr L Ndzelu	Budget and Treasury Office	These were signed in the 2014 financial year after being picked by	Daily basis (As and when the journal is prepared)	Done

official (EX.44)	<p>states that: "The accounting officer of the municipality is responsible for managing the financial administration of the municipality, and must for this purpose take all reasonable steps to ensure that the municipality has and maintains effective, efficient and transparent systems of financial and risk management and internal control".</p> <p>Journal number 80 relating to write-off of assets which amounts to R1 031 580.69 was not signed by the delegated official as evidence of approval.</p>						the auditors and is being monitored on a daily basis.		
38. Assets: No policy in place for road infrastructure and maintenance plan not approved (EX. 11)	<p>Section 63(1) (a) of the Municipal Finance Management Act (MFMA) states that: "The accounting officer of a</p>	Develop a three year maintenance plan in conjunction with Rural Road Asset Manage	N/A	N/A	Mr. M. Somi/ B. Faro	Infrastructure Services	Council Resolution	March 2015	In progress

3)	<p>municipality is responsible for the management of the assets of the municipality, including the safeguarding and the maintenance of those assets”</p> <p>While making enquiries with management the following was noted:</p> <p>¶¶The municipality does not have a policy for road infrastructure in place.</p> <p>¶¶There is no approved road maintenance plan; the plan is still in draft.</p>	ment System							
39. Expenditure: Claimed VAT from non-registered VAT vendor (EX13)	<p>We noted that the Municipality erroneously claimed VAT in the below transaction:</p> <p>A search was performed on the SARS website using VAT registration number 4140203482 and no records were found proving</p>				Mr L Ndzelu				

	that the <i>ALS CARTAGE</i> is in fact a registered VAT vendor. VAT amounting to R20 877.19 was erroneousl y claimed from the non- registered VAT vendor.								
40. Expenditur e: Vehicle Branding recorded as Repairs and Maintenan ce (EX14)	According to GRAP 1 par 17: “Financial statement s shall present fairly the financial position, financial performan ce and cash flows of an entity. Fair presentati on requires the faithful representa tion of the effects of transactio ns, other events and conditions in accordanc e with the definitions and recognitio n criteria for assets, liabilities, revenue and expenses set out in the Framewor k for the Preparatio n and Presentati on of Financial Statement				Mr L Ndzelu				

	<p>s. The application of Standards of GRAP with additional disclosures when necessary is presumed to result in financial statements that achieve a fair presentation."</p> <p>It was noted that the transaction relates to the branding of the Municipality's vehicles with the Municipality's logo but was recorded as an expense in the Repairs and Maintenance account.</p>								
41. Expenditure: Invoices not paid within 30 days of receipt (EX15)	<p>In terms of the MFMA, as amended, Section 62(1)(c)(i) the accounting officer of a municipality is responsible for managing the financial administration of the municipality, and must for</p>				Mr L Ndzelu				

	<p>this purpose take all reasonable steps to ensure that the municipality has and maintains effective, efficient and transparent systems of financial and risk management and internal controls.</p> <p>Although a control is in place to date stamp the invoices as they are received from suppliers, In some instances invoices were not date stamped and therefore the number of days between invoice date and payment date could not be determined</p>								
42. Expenditure: No operating leases recognised (EX16)	<p>According to IGRAP 3 par 06 - 09: Determining whether an arrangement is, or contains, a lease shall be based on the substance of the arrangement and</p>				Mr L Ndzelu	Budget and Treasury Office	This was adjusted in the 2014 AFS and is being monitored on a monthly basis through monthly financial statements	Done on a monthly basis	Done

	<p>requires an assessment of whether:</p> <p>(a) fulfilment of the arrangement is dependent on the use of a specific asset or assets (the asset); And</p> <p>(b) the arrangement conveys a right to use the asset.</p> <p>We have noted that the Municipality has not classified any of the arrangements entered into below as an operating lease in accordance with GRAP 13:</p> <p>??Cracovia Trust(Office Rental)</p> <p>??Konica Minolta(Copier C220)</p> <p>??Kokstad Copiers CC(Copiers)</p> <p>??Nedbank(Cash Vault)</p>								
43. Expenditure: Journals & Payments processed without proper authorisation (EX17)	<p>According to the MFMA Act 56 of 2003, par 62(a) - (c): General financial management functions.</p> <p>—(1) The accounting officer of a municipalit</p>				Mr L Ndzelu	Budget and Treasury Office	These were signed in the 2014 financial year after being picked by the auditors and is being monitored on a daily basis.	Daily basis (As and when the journal is prepared)	Done

	<p>y is responsible for managing the financial administration of the municipality, and must for this purpose take all reasonable steps to ensure—</p> <p>(a) that the resources of the municipality are used effectively, efficiently and economically;</p> <p>(b) that full and proper records of the financial affairs of the municipality are kept in accordance with any prescribed norms and standards;</p> <p>(c) that the municipality has and maintains effective, efficient and transparent systems—</p> <p>(i) of financial and risk management and internal control;</p> <p>and</p> <p>(ii) of internal audit operating in accordance with any prescribed</p>								
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	<p>norms and standards.</p> <p>It was noted that the some journals were processed without having proper authorisation from a delegated official: These journals were reviewed but no signature of approval was given</p>								
44. Expenditure: Prior year invoices paid in current year (not within 30 days) (EX18)	<p>In terms of the MFMA, as amended, Section 62(1)(c)(i) the accounting officer of a municipality is responsible for managing the financial administration of the municipality, and must for this purpose take all reasonable steps to ensure that the municipality has and maintains effective, efficient and transparent systems of financial and risk management and internal control.</p> <p>We noted</p>				Mr L Ndzelu				

	that the following invoices, received from Build-It Matatiele, were not paid within 30 days of receipt. All invoices below relate to goods supplied and delivered in prior financial years. Furthermore, the validity of these payments could not be determined due to lack of supporting documentation, viz. purchase orders, service level agreement between the Municipality, Build It (Supplier) and Ayai (Engineer). It has also been established that these amounts have not been included in the accruals listing for 2012/2013.								
45. Expenditure: Expenditure recognised in the incorrect financial year (EX19)	In terms of paragraph 31 of GRAP 1 an entity shall prepare its financial statements, except for cash				Mr L Ndzelu				

	<p>flow information, using the accrual basis of accounting .</p> <p>Paragraph 32 of GRAP 1 further states that: “When the accrual basis of accounting is used, items are recognised as assets, liabilities, net assets, revenue and expenses (the elements of financial statements) when they satisfy the definitions and recognition criteria for those elements in the <i>Framework for the Preparation and Presentation of Financial Statements</i>”.</p> <p>It has been noted that the invoices, received from Build-It Matatiele, were received in the previous financial years (i.e. 2010/2011 , 2011/2012 and 2012/2013), however</p>								
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	these were only accounted for as repairs and maintenance expenditure in the current financial year.								
46. Expenditure: Incorrect classification of expenditure transaction (EX22)	In terms of section 62(1)a of the MFMA the accounting officer of a municipality is responsible for managing the financial administration of the municipality and must for this purpose take all the reasonable steps to ensure that the resources of the municipality are used efficiently, effectively and economically.	Expenditure acknowledges the finding however it has been adjusted and its being monitored going forward	N/A	N/A	B.BAVU	Revenue and Expenditure	Review of the expenditure incurred per vote to ensure correct allocation	30 March 2015	Ongoing review of expenditure incurred per vote
47. Unauthorised expenditure: Misstatement of unauthorised expenditure (EX 112)	Section 69(1)(a) of the MFMA states that," The accounting officer of a municipality is responsible for implementing the municipality's approved budget, including taking all reasonable				Mr L Ndzelu				

	<p>steps to ensure that the spending of funds is in accordance with the budget and is reduced as necessary when revenue is anticipated to be less than projected in the budget or in the service delivery and budget implementation plan".</p> <p>During the performance of audit procedures the following is noted</p> <p>1. The unauthorized expenditure disclosed in the financial statements do not include all the unauthorized expenditure</p> <p>2. The accounting officer did not take reasonable steps to ensure that the spending of funds was reduced when revenue was less than projected in the budget</p>								
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	and this resulted in unauthorised expenditure being incurred								
48. Creditors: Invoice not paid within 30 days (EX 55)	<p>In terms of the MFMA, as amended, Section 62(1)(c)(i) the accounting officer of a municipality is responsible for managing the financial administration of the municipality, and must for this purpose take all reasonable steps to ensure that the municipality has and maintains effective, efficient and transparent systems of financial and risk management and internal con.</p> <p>The following invoice was not paid within 30 days: Supplier Iliso Consulting Invoice date 26/08/2013 08/10/2013 Payment date Amount</p>	Acknowledge the finding however all department must ensure that a deviation is authorised prior appointing the service provider	N/A	N/A	All head of departments	All departments		Ongoing	resolved

	48 828.48								
49. Creditors: Leave provision - Attendance registers not signed (EX 56)	<p>In terms of the MFMA, as amended, Section 62(1)(c)(i) the accounting officer of a municipality is responsible for managing the financial administration of the municipality, and must for this purpose take all reasonable steps to ensure that the municipality has and maintains effective, efficient and transparent systems of financial and risk management and internal controls.</p> <p>The following employees were absent from work as per the attendance register however, no leave forms are available in support of the days where the register was not signed.</p>				Mr L Ndzelu				
50. Creditors: Leave provision - leave transaction	<p>In terms of the MFMA, as amended, Section 62(1)(c)(i)</p>				Mr L Ndzelu				

s not supported by approved leave forms (EX 57)	<p>the accounting officer of a municipality is responsible for managing the financial administration of the municipality, and must for this purpose take all reasonable steps to ensure that the municipality has and maintains effective, efficient and transparent systems of financial and risk management and internal controls.</p> <p>The following employees have no approved leave forms that agree to the downloaded leave transaction report or leave was approved after it was taken.</p>								
51. AOPO: No standard operating procedures (EX1)	Paragraph 7.1 of the Matatiele Performance Management Policy states that each Department shall draw up its annual	To ensure that each department develops Standard Operating Procedures	Internal	Operating Budget	Ms. N.N.P Maqubela	Office of the Municipal Manager: IDP/M &E Unit	Developed Standard Operating Procedures	By 30/06/15	Some Departments to develop these standard Operating Procedures

	<p>departmental performance management framework based on the Integrated Development Plan, Performance Management Framework (PMS), Strategic Plan and Service Delivery and Budget Implementation Plan (SDBIP). Furthermore, the national Treasury Framework for managing programme Performance Information further states that the accounting officer of an institution is responsible for ensuring that the institution has the following documentation:</p> <p>Definitions and technical standards of all the information collected by the institution processes for identifying</p>								
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	<p>, collecting, collating, verifying and storing information. Use of information in managing for results.</p> <p>Although the municipality has Performance Management Policy and PMS framework in place, the municipality did not have detailed standard operating procedures related to performance objectives for all departments.</p>								
52. AOPD: Reporting of indicators (EX. 65)	<p>Section 46 of the Municipal Systems Act prescribes that:</p> <p>1) A municipality must prepare for each financial year a performance report reflecting —</p> <p>a) the performance of the municipality and of each external service provider during that financial</p>	<p>Service provider Cyassound Events Management did not receive sponsors as declared by him during the hosting of December 2013 Music Festival</p>	<p>The service provider was asked to declare in writing that he did not receive sponsors</p>	R850,000	V Ndaba	EDP	closed out report was submitted by service provider	N/A	Cyasso and contract was terminated in November 2014

	<p>year; b) a comparison of the performances referred to in paragraph (a) with targets set for and performances in the previous financial year; and measures taken to improve performance.</p> <p>Section 120 of the Local Municipal and Performance Regulation 2001 regulates among others, the following important aspects relating to performance management process:</p> <ul style="list-style-type: none">• identification and regular review of key performance indicators• mechanisms, systems and processes for monitoring and measure of performance. <p>Paragraph 3.2 of the Treasury framework for managing performance</p>								
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	<p>information states that a good performance indicator should be:</p> <p>(c) verifiable: it must be possible to validate the process and systems that produce the indicator</p> <p>(f) relevant: indicator must relate logically and directly to an aspect of the institution's mandate and realisation of the strategic goals and objectives.</p> <p>A service level agreement (SLA) was signed between the Municipality and the service provider to facilitate the project management of the Matatiele festival on 7 December 2013. It could however, not be determined whether or not the majority of tourism indicators were</p>								
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	<p>accurately recorded and reported due the following shortcomings:</p> <p>Dept Tourism</p> <p>Indicator 1 Music Festival held in Dec 2013</p> <p>Provisions of Service level agreement (SLA) 1) Para 4.1 (bullet 10) states that the service provider (CYASSOUND) shall declare sponsorships obtained in the event to the municipality.</p> <p>Shortcoming No formal declaration which states or declares sponsorships obtained was availed for audit purposes. The accuracy of donations received could therefore not be determined. Note</p> <p>Recommendation The service provider</p>								
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	Should declare sponsorships received (in cash and in kind)								
53. APOO: Differences between reported and actual performance (EX. 67)	Section 120 of the Local Municipal and Performance Regulation 2001 regulates among others, the following important aspects relating to performance management process: Identification and regular review of key performance indicators Mechanisms, systems and processes for monitoring and measure of performance. Paragraph 3.2 of the Treasury framework for managing performance information states that a good performance indicator should be: (c) Verifiable: it must be possible to validate the process	To develop the Agriculture, Forestry and Agri-business potential in the municipality to its optimal level	A letter of application for funding was submitted to Old Mutual Masizane, subsequent to the Agricultural cluster meeting that we had with the private sector stakeholders	N/A	V Ndaba	EDP	MoU still pending to be signed between the two institutions	N/A	MoU still pending to be signed between the two institutions

	<p>and systems that produce the indicator (f) Relevant: indicator must relate logically and directly to an aspect of the institution s mandate and realisation of the strategic goals and objective.</p> <p>The reported performance differed to the actual performance as a result validity, accuracy and completeness of reported information could not be determined. The following serves as details thereof:</p> <p>Objective To develop the Agriculture , Forestry and Agri-business potential in the municipality to its optimal level</p> <p>Indicator Date fund is located for milling facility</p>								
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	<p>Planned performance Funding for Milling facility by 30 June 2014</p> <p>Reported performance Funding sourced from Old Mutual Masisizane Fund for the milling plant establishment. Close out report submitted to the Department of Local Government</p> <p>Actual audited performance Based on the audited work performed it has been established that only an application for funding was submitted, no funding was obtained</p>								
54. AOPO: No corroborating evidence for targets not achieved (EX. 77)	<p>Section 46 of the Municipal Systems Act prescribes that:</p> <p>1) A municipality must prepare for each financial year a performance report reflecting —</p> <p>c)</p>				GR Tobia				

	<p>Measures to improve the performance. Targets not achieved were not always corroborated with valid reasons and / or measures to improve performance.</p> <p>Indicator4.2.9</p> <p>Disposal of identified municipal sites</p> <p>Reason for deviation/ nonachievement per APR</p> <p>Council resolution 529/01/14 states that the auctioning of the sites was rescinded and postponed until Exco, Whippery and MPAC have visited the sites and reviewed their usage</p> <p>Reported measures to improve the performance</p> <p>Matter to be revisited at Council Level</p> <p>Reason why considered</p>								
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	not valid The reason for deviation is not corroborated with actual timing as to when the sites would be visited and usage thereof reviewed								
55. APOPO : SMME - actual reported performance not accurate (EX78)	<p>Section 46 of the Municipal Systems Act prescribes that:</p> <p>1) A municipality must prepare for each financial year a performance report reflecting —</p> <p>c) measures to improve the performance</p> <p>According to the APR indicator, the municipality was to source funds by June 2014. Based on the documentation obtained, the municipality only managed to prepare a business plan but did not ultimately source funding or obtain a written</p>	Business Plan to source funds submitted to IDC in June 2014	N/A	N/A	V NDABA	EDP	Correspondence available	N/A	Waiting for response from IDC

	commitment for funding from prospective funders.								
56. APOO: Differences between reported and actual performance (EX91)	Section 120 of the Local Municipal and Performance Regulation 2001 regulates among others, the following important aspects relating to performance management process: Identification and regular review of key performance indicators. Mechanisms, systems and processes for monitoring and measure of performance. Paragraph 3.2 of the Treasury framework for managing performance information states that a good performance indicator should be: (c) Verifiable: it must be possible to validate the process and systems	BTO (Asset Management) to devalue the old truck with the value of the cherry picker and add it onto the value of the new truck.	Asset Management	N/A	M Somi/ B. Vumase	BTO	Asset Register	March 2015	

	<p>that produce the indicator (f) Relevant: indicator must relate logically and directly to an aspect of the institution's mandate and realisation of the strategic goals and objectives</p> <p>Grap 17.43 states that: If there is no market-based evidence of fair value because of the specialised nature of the item of plant and equipment , an entity may need to estimate fair value using, for example, either reproduction cost or depreciated replacement cost.</p> <p>1) The reported performance differed to the actual performance as a result accuracy of reported information could not be</p>								
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	<p>determine d. During the year under review (2013/14), the Municipality purchased a cherry picker truck for an amount R537 569. Of this amount R471 552.00 was correctly capitalised as an amount exclusive of vat in the asset register. However, the following discrepancies were noted: Although the cherry picker was removed from the old truck, the value (viz R106 274) of the truck has not been reduced with the value of the cherry picker which was removed from it nor new truck's value increased with the value of cherry picker.</p> <p>2) Inconsistencies between the APR and actual source document ation were</p>								
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	noted 3) inaccuracies noted between planned and actual lengths of the road								
57. AOPO : Electricity differences (EX92)	<p>Section 46 of the Municipal Systems Act prescribes that:</p> <p>1) A municipality must prepare for each financial year a performance report reflecting —</p> <p>c) measures to improve the performance.</p> <p>The following indicators are reported as achieved in the APR, however, based on portfolio of evidence, cables were merely purchased but never installed in the relevant areas. Therefore the reported level of achievement is not incorrect</p>	Cables installation in progress to be completed by 14/15 as per APR	In-house	350 000.00	Mr. M Somi/J. Augustyn	Infrastructure Services	Monthly Reports	Monthly	In progress
58. AOPO : (O&M) indicator or target not recorded accurately in the APR	Section 120 of the Local Municipal and Performance	Sidakeni was differed to 10.6km of Degwane	N/A	N/A	N/A	N/A	N/A	N/A	N/A

(EX. 93)	<p>Regulation 2001 regulates among others, the following important aspects relating to performance management process: identification and regular review of key performance indicators mechanisms, systems and processes for monitoring and measure of performance.</p> <p>Paragraph 3.2 of the Treasury framework for managing performance information states that a good performance indicator should be:</p> <p>(c) verifiable: it must be possible to validate the process and systems that produce the indicator</p> <p>(f) relevant: indicator must relate logically and</p>	<p>to T-69 and Khoapa to Zwelitsha</p> <p>Taba Buiu was deffered to 7.173km of ward 20 and Khohlong</p> <p>We could not locate the duplicati on on our APR for 2013/14</p>								
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	<p>directly to an aspect of the institution's mandate and realisation of the strategic goals and objectives.</p> <p>1) The total length of the roads was not correctly captured in the planned indicators as a result variances were noted between actual measurement and planned indicators. The following serves as details thereof: Indicator per APR(8km in Sidakeni and 8km in Taba Busiu) Indicator per actual measurement report Road Sidakeni 4.8.2km Taba Busiu 4km and the Variance was 3.2 at Sidakeni and Taba Busiu 4km</p> <p>2) The following indicator was reported twice in the APR, therefore duplicated. Details thereof</p>								
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	<p>are as follows:</p> <p>Indicator</p> <p>3000m of kerbing installed</p> <p>reference</p> <p>Reported a first indicator and 3rd last indicator in APR (5.3.10 and 5.3.1 of the O&M department.</p>								
59. AOPQ: Reported differences (EX94)	<p>Section 120 of the Local Municipal and Performance Regulation 2001regulates among others, the following important aspects relating to performance management process: identification and regular review of key performance indicators mechanisms, systems and processes for monitoring and measure of performance. Paragraph 3.2 of the Treasury framework for</p>	The typing error was rectified during audit	N/A	N/A	N/A	N/A	N/A	N/A	N/A

	<p>managing performance information states that a good performance indicator should be:</p> <p>(c) verifiable: it must be possible to validate the process and systems that produce the indicator</p> <p>(f) relevant: indicator must relate logically and directly to an aspect of the institution's mandate and realisation of the strategic goals and objectives</p> <p>Section 120 of the Local Municipal and Performance Regulation 2001 regulates among others, the following important aspects relating to performance management process: identification and regular review of key performance indicators mechanisms</p>								
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	<p>ms, systems and processes for monitoring and measure of performance. Paragraph 3.2 of the Treasury framework for managing performance information states that a good performance indicator should be:</p> <p>(c) verifiable: it must be possible to validate the process and systems that produce the indicator</p> <p>(f) relevant: indicator must relate logically and directly to an aspect of the institution's mandate and realisation of the strategic goals and objectives.</p> <p>The reported performance differed between the APR and actual system printout. Details thereof</p>								
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	are as follows: Reported performance per APR 989 whereas is 898 on Actual performance per System Printout and the Variance is 91								
60. Compliance: Road infrastructure (Value add) (EX. 103)	Section 63 (1) of the Municipal Finance Management Act states that the accounting officer of a municipality is responsible for the management of the assets of the municipality, including the safeguarding and the maintenance of those assets. 1) Although the Municipality does have an approved Consolidated plan in place, it could not be fully relied upon due to the following shortcomings: The plan did not include: a) Details of infrastructure	Three year infrastructure maintenance plan to be developed in consultation with RAMS Consultant Rollover application done & approved by National Treasury Three access roads to be completed in this financial year and two upgrades are multiyear projects.	N/A	N/A	Mr B.Faro/ Mr. M Somi	Infrastructure Services	Council resolution / rollover approval/ completion certificate	Quarterly /monthly	In progress

	<p>management and actual expenditure incurred.</p> <p>b) A detailed maintenance plan to eradicate and manage backlogs</p> <p>2) Furthermore the Infrastructure department did not have a manual or electronic system to manage the infrastructure. As a result, important information on roads conditions, planning, backlogs, life cycle of roads could not be determined.</p> <p>3) The plan was approved on (24 January 2014) halfway through the year, per council resolution no. 53(a) 24/1/2014 . Therefore, it could was not possible to use throughout the year.</p> <p>4) Based on the MIG reconciliation, of the R48 774 818.46 received as</p>								
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	MIG, a balance of R3 410 835.73 was left unused at year end. 5) The department did not achieve 100% of its objectives. Based on the APR, 3 planned targets for access roads and 2 upgrades were not achieved.								
61. Prepayments: Amount incorrectly included in prepayments (EX.36)	Section 62 (1)(c)(i) of the MFMA states that: "The accounting officer of the municipality is responsible for managing the financial administration of the municipality, and must for this purpose take all reasonable steps to ensure that the municipality has and maintains effective, efficient and transparent systems of financial and risk management and internal control". According to GRAP par 17: "Financial statements shall present	A journal to be done to correct this transaction	N/A	N/A	B Bavu	Revenue and Expenditure	Authorised Journal passed to correct this transaction	30 March 2015	Not yet started

	<p>fairly the financial position, financial performance and cash-flows of an entity. Fair presentation requires the faithful representation of the effects of transactions, other events and conditions in accordance with the definitions and recognition criteria for assets, liabilities, revenue and expenses set out in the Framework for the Preparation and Presentation of Financial Statements. The application of Standards of GRAP with additional disclosures when necessary is presumed to result in financial statements that achieve a fair presentation."</p> <p>On inspection of invoice number 0352928 and memo submitted</p>								
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	by the Expenditure Accountant to the Chief Financial Officer, we noted that payment amounting to R10 000 related to pre-paid electricity services received in June 2014. Therefore, the transaction relates to services received in the 2013/2014 financial year and should not be recognised as a prepayment for the 2014/2015 financial year.								
62. Revenue: Acknowledgement of debt form not authorised by senior official (EX. 32)	In terms of section 62(1)(c)(i) of the MFMA states that, the accounting officer of a municipality is responsible for managing the financial administration of the municipality, and must for this purpose take all reasonable steps to ensure that the municipality has and maintains an effective,	Agree with the finding and the acknowledgement of debt application forms have since been signed by the delegated official and this will be done going forward	N/A	N/A	B.BAVU	Revenue and Expenditure	Signed acknowledgement of debt form	28 February 2015	The agreement are signed

	<p>efficient and transparent systems of financial and risk management and internal control.</p> <p>During the audit work performed, it was identified that the acknowledgement of debt form for account no. 1000368, for ERF no. 368, for total outstanding amount of R1 222.60 was not signed by the senior independent official from the municipality as a proof of authorisation.</p>								
63. Revenue: Distribution loss incorrectly calculated (EX. 33)	According to GRAP par 17: "Financial statements shall present fairly the financial position, financial performance and cash flows of an entity. Fair presentation requires the faithful representation of the	Agree with the finding and the AFS will be adjusted	N/A	N/A	B.Bavu K Mehlo makhulu	Revenue and Expenditure & Budget and Financial Reporting	Adjusted AFS	30 March 2015	The misstatement has been calculated and awaiting adjustment of the AFS

	<p>effects of transactions, other events and conditions in accordance with the definitions and recognition criteria for assets, liabilities, revenue and expenses set out in the Framework for the Preparation and Presentation of Financial Statements. The application of Standards of GRAP with additional disclosures when necessary is presumed to result in financial statements that achieve a fair presentation."</p> <p>We noted that the distribution loss for 2013/2014 was incorrectly calculated. As a result, the amount of the distribution loss disclosed in the Financial Statements is understated by R268 277.54:</p>								
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	We also noted that the amount of the profit calculated in the distribution loss schedule was incorrectly calculated, the amount of profit is overstated by R17 552 648.87								
64. Revenue: Property register not in compliance with section 23 of Property Rates Act (EX. 34)	In terms of section 23 of Municipal Property Rates Act, Register of properties; Note (1) A municipality must draw up and maintain a register in respect of properties situated within that municipality, consisting of a Part A and a Part B. (2) Part A of the register consists of the current valuation roll of the municipality, including any Supplementary valuation rolls of the municipality prepared in terms of section 78. (3) Part B of the register must	I disagree with the finding , the property register is split between Part A and Part B and it was advertised on the website as required by MPRA			B.BAVU	Revenue and Expenditure	Register of the split property register and advert on the website		Already Done

	<p>specify which properties on the valuation roll or any supplementary valuation rolls are subject to—</p> <p><i>(a)</i> An exemption from the rate in terms of section 15;</p> <p><i>(b)</i> A rebate on or a reduction in the rate in terms of section 15;</p> <p><i>(c)</i> A phasing-in of the rate in terms of section 21; or</p> <p><i>(d)</i> An exclusion referred to in section 17(1)(a), (e), (g), (h) and (i).</p> <p>(4) The register must be open for inspection by the public during office hours. If the municipality has an official website or another website available to it, the register must be displayed on that website.</p> <p>(5) A municipality must at regular intervals, but at least annually,</p>								
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	update Part B of the register. Part A of the register must be updated in accordance with the provisions of this Act relating to the updating and supplementing of valuation rolls.								
65. Revenue: Not all interest earned has been recorded in the general ledger as interest earned (EX45)	<p>In terms of section 62(1)(c)(i) of the MFMA states that, the accounting officer of a municipality is responsible for managing the financial administration of the municipality, and must for this purpose take all reasonable steps to ensure that the municipality has and maintains an effective, efficient and transparent systems of financial and risk management and internal control.</p> <p>During the audit work performed , it was identified</p>				Mr. L Ndzelu	Budget and Treasury Office	This was adjusted on the 2014 AFS and is being monitored on a monthly basis through TB and financial statements	Done on a monthly basis.	Done

	that the interest earned from the following investment accounts was not recorded in the interest income account in the general ledger as interest earned instead there were credited to the unspent conditional grant liability account: FNB THINA SINAKO 62158401184, ESTABLISHMENT PLAN 62175310045, HOUSING DEVFUND 62215611121, DEDEA 62286476801, DEDEA 62286478906								
66. Revenue: Incorrect amount disclosed for government grants and subsidies (EX. 102)	Section 62(1)(c)(i) of the MFMA states that, the accounting officer of a municipality is responsible for managing the financial administration of the municipality, and must for this purpose take all reasonable steps to				Mr. L Ndzelu	Budget and Treasury Office	This was adjusted on the 2014 AFS and is being monitored on a monthly basis through TB and financial statements	Done on a monthly basis.	Done

	<p>ensure that the municipality has and maintains an effective, efficient and transparent systems of financial and risk management and internal control.</p> <p>The National: MIG grant disclosed as a line item in note 21 (page 35) does not agree to the narrative disclosed further in note 21 (page 36) The amount of R48 746 580 is included in a total amount of R198 426 969, which appears on the face of the statement of financial performance.</p> <p>Amount disclosed in note 21 (page 35) is R48 746 580 whereas is recorded as R48 774 818</p> <p>A mount disclosed in note 21 (narrative) (page 36) and the Difference is R-28 238</p>								
67. VAT:	Section 62				Mr. L	Budget	These	Daily	Done

Journal entry not approved (EX. 48)	<p>(1)(c)(i) of the Municipal Finance Management Act (MFMA) states that: "The accounting officer of the municipality is responsible for managing the financial administration of the municipality, and must for this purpose take all reasonable steps to ensure that the municipality has and maintains effective, efficient and transparent systems of financial and risk management and internal control".</p> <p>JE pg. 86, consisting of 5 journals which total R39 964 791.27, was prepared on 20 August 2014. One of the journals for R8 447 565.22 was reproduced on a separate page (also called JE pg 86) and</p>				Ndzelu	and Treasury Office	were signed in the 2014 financial year after being picked by the auditors and is being monitored on a daily basis.	basis (As and when the journal is prepared)	
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	approved on 23 August 2014. The rest of the journals for R31 517 226.05 which included an amount of R80 658.62 relating to debit to the VAT combined suspense account, were not approved.								
68. VAT: input VAT claimed on supplies by a non-vendor (EX. 49)	In terms of the Value Added Tax Act 89 of 1991 section 1: “Input tax”, in relation to a vendor, means— (a) Tax charged under section 7 and payable in terms of that section by— (i) A supplier on the supply of goods or services made by that supplier to the vendor; Where the goods or services concerned are acquired by the vendor wholly for the purpose of Consumption, use or supply in the course of making taxable	Agree with the finding and the correction will be done	N/A	N/A	Ms B Bavu	Revenue and Expenditure	Journal passed to correct this.	30 March 2015	

	supplies or, where the goods or services are acquired by the vendor partly for such purpose, to the extent (as determined in accordance with the Provisions of section 17) that the goods or services concerned are acquired by the vendor for such purpose Input VAT of R23 112.28 was claimed by the municipality on supplies by Dineo Promotions costing a total of R188 200.								
69. Investment Properties: Valuation incorrectly recorded (EX59)	We noted that the valuation of Erf 392, Cedarville as per the Valuation Roll was incorrectly recorded in the Fixed Asset Register. This has resulted in the amount of the revaluation of Erf 392, Cedarville being incorrectly recorded.			N/A					

9. RECOMMENDATIONS

- Departments to analyse their budget spending
- Departments to re-prioritise the budgets to cover for exhausted votes if still required
- Departments to submit adjustments proposals with their sources of funding
- Departments to consider underutilised budgeted votes to fund the overspent or exhausted votes

10. MUNICIPAL MANAGER'S QUALITY CERTIFICATE

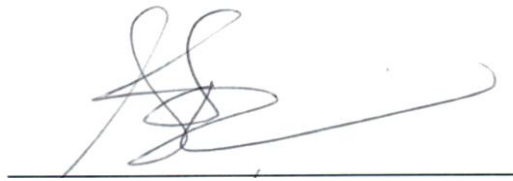
I Damian Crysogonus Tshepang Naking Municipal Manager of Matatiele Local Municipality, hereby certify that the Mid-term Performance Assessment report and supporting documentation have been prepared in accordance with the Municipal Finance Management Act and the regulations made under the Act, and that the Performance Assessment has been done properly to ensure that is a true reflection of what has taken place with effect from 01 July 2014 to 31 December 2014 and is consistent with the Integrated Development Plan, Budget and SDBIP of the municipality.

This report has been submitted to the Mayor on the 29/01/2015 as required by the Municipal Finance Management Act, Section 72 and acknowledges receipt as signed below:

Print Name Dr. D.C.T. Nakin

Municipal Manager of Matatiele Local Municipality (EC441)

Signature



Date 29 January 2015

Mayor's Acknowledgement of Submission

Print Name Cllr. Momelezi Mthetheleli Mbedla

Mayor of Matatiele Local Municipality (EC441)

Signature



Date 29 January 2015