



QUARTERLY ORGANISATIONAL PERFORMANCE REPORT

FIRST QUARTER
2010/2011 (FROM 1 JULY TO 30
SEPTEMBER 2010)

VHEMBE DISTRICT MUNICIPALITY

Submission of the First Quarter (From 1st July to 30 September 2010) Performance Information to the Executive Authority

To the Executive Mayor; Cllr Mdaka F. P, I have the honour of presenting the 2010/2011 First Quarter Performance Information for Vhembe District Municipality.

Tshivhengwa N. F:

Acting Municipal Manager: Vhembe District Municipality

Date: _____

VHEMBE DISTRICT MUNICIPALITY



QUARTERLY ORGANISATIONAL PERFORMANCE REPORT: 1ST QUARTER 2010/2011

1. CORPORATE SERVICES DEPARTMENT

1.1 SDBIP REPORT

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATE D	EXPEN DITUR E	1 ST QUARTER TARGET	ACTUAL	
CORPORATE SERVICES DEPARTMENT							
Human Resources Management:	All staff properly placed and budget posts filled	Conduct an HR Audit	R500,000.00		Tender awarded	Tender not yet advertised but a system audit was done by PAYDAY	
Organizational structure & appointment							
“	“	Organisational structure reviewed and job descriptions and titles signed and aligned	Op Ex		-25% budgeted posts filled	Forty six positions filled	
“	“	Develop an HR Strategy	R500 000.00		Progress Report	HR Strategy to be developed after conducting an HR audit	
“	“	Implementation of employment equity	Op Ex		10%	Thirty five percent	
“	“	Training and development plan	1% payroll		25% training budget spent	Target met	
“	“	Develop/review HR polices and develop processes & procedures	R700 000.00		Progress Report		Tender advertised and briefing done on the 06/10/10
Information Technology (IT)	ICT Strategy report with IT architecture and future roadmap	Conduct IT Audit Develop of ICT Strategy	R500 000.00 R450 000.00		IT Audit report	Delayed	Tender advertised – delayed Tender

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATE D	EXPEN DITUR E	1 ST QUARTER TARGET	ACTUAL	
							advertised – implementation delayed
“	Security plan implemented	Develop and implement an ICT security plan	R500 000.00		Anti-virus protection improved	Not done	Delayed
“	Up-to-date website	Revamp website	R250 000.00		-Website up-to-date	SLA with SITA signed – SITA changed process but updates of internet starting on 06/10/2010	
“	“	Implementation of intranet application	-		Development of intranet	Development complete – share-point being from 08/10/2010 piloted within IT until 15/10/2010	
“	efficient basic technical support to client departments –	Implement service management desk	-		Terms of reference	No budget for service desk	
“	IT resources (hardware, software, network, server, etc.)	Streamlining of printing services Contract management plan	R2m		1 SLA report	Printing solution presented to management for approval – management requested update and the complete solution will be presented on 08/10/10	
“	“	Alternate Power system	R300 000				
“	“	Server upgrading	R887 880				

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATE D	EXPEN DITUR E	1 ST QUARTER TARGET	ACTUAL	
“	“	Computer Equipment lease	R3m				
“	“	Virtual Private Network	R1 169 946				
“	100% ICT Policies, Processes and Procedures implemented	Development of ICT policies and procedures	R700 000		Policies developed	Tender advertised	
Disaster Recovery plan	Implement phase 1 of Disaster Recovery	Implementation of DR systems & policies	R9744 253		Terms of reference	Terms of reference completed and motivation sent	
EDMS	An operational EDMS	EDMS implementation project	R1 651 550		Pilot implemented	Scanning solution will be implemented after printing solution has been approved by management	
IT Service Management Tool	Functional IT Service Management Desk	Establish IT service desk	R2m		User Requirement Report	No budget for service desk.	
General Auxiliary Services: Fleet management	Provision of effective and efficient fleet management service	User requests processed within agreed timelines and correctly Regular maintenance of fleet	R200 000-00		3 reports	Monthly reports being produced	
Records & registry services	Provision of effective and efficient records management system	Implementation of EDMS in conjunction with IT Department by 2011	-		1 pilot	3 reports scanned	
Building management & maintenance	To provide effective and efficient building and management services	Maintain and manage	R156 032-00		Repair within 7 days	Ongoing Insurance expired on 30/09/2010. Process for	

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATE D	EXPEN DITUR E	1 ST QUARTER TARGET	ACTUAL	
						renewal is in progress with the aim of advertising by 30/10/2010	
Provision of office space & furniture	To provide sufficient office space and furniture for at least 2000 employees	Construction of offices for VDM	Op Ex		Land acquired	In progress	
“	“	Construction of Guard Rooms	R250 000				
Security services	To provide efficient and effective security services for all municipal buildings	Visibility of guards at all security points Improved inspections			3 monthly reports	Monthly payments for 3 service providers made Register and reports of monthly inspection produced	
Photocopies	To provide photocopying services to staff	Photocopying services provided at all times when required and machine repaired within 2 working days after fault reporting	Op Ex		3 monthly reports	Three monthly report available	
Telephone	To provide efficient telephone system to the institution.	Switchboard telephone is answered within 03 rings	R3 128 500.00		3 monthly reports	Three monthly reports available	
“	“	Faulty telephones reported and initiated within 24 hours	Op Ex		3 monthly reports	Three monthly reports available	
Bursary administration	Bursary administration	Administration of bursaries of the municipality in line with the approved policy	Op Ex		Report	Three monthly reports available	
Labour relations	To maintain labour	Labour Awareness	Op Ex		Labour	None	

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATE D	EXPEN DITUR E	1 ST QUARTER TARGET	ACTUAL	
	peace	improved			disputes report		
“	Limit dispute and grievances	Conducting workshops on Policies	Op Ex		One workshop on policies	None	Tender advertised and briefing done
“	Labour policies and procedures development	All Labour relations policies and procedures developed	Op Ex		All policies and procedures developed	None	Tender advertised and briefing done
“	“	100% of policies and procedures approved	Op Ex		-	None	Tender advertised and briefing done
Occupational health and Safety (OHS)	Zero-rated IOD	Central Safety Meetings	Op Ex		1 central safety meeting	1 quarterly report available	
“	“	Health and safety training	Op Ex		1 health and safety training	Not done	To be done during second quarter
“	“	Building inspections	Op Ex		Weekly building inspection report	One inspection report available	
Employee Assistance Programme (EAP)	To provide employee wellness services to employees at all times	Provide comprehensive wellness report	R500 000.00		1 Quarterly report	One quarterly report available	
“	“	Development of EWP Policy, Conduct Wellness awareness campaigns	Op Ex		1 Awareness Campaign	One quarterly report available	
“	“	Assessment and referral of cases to relevant resources and implementation	Op Ex		1 Quarterly Report	One quarterly report available	
“	“	Establishment of workplace HIV/AIDS	Op Ex		HIV Programme	One quarterly report available	

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATE D	EXPEN DITUR E	1 ST QUARTER TARGET	ACTUAL	
		Programmes, Conduct Needs analysis survey			Implementati on Report		
"	"	Co-ordinate employee wellness committee	Op Ex		1 Committee meeting	Two meetings were held	
Council Secretariat	To provide secretarial services to all relevant stakeholders	Agendas distributed at least 48 hrs before meetings Minutes distributed not later than 3 days after meeting	Op Ex		2 Council meetings	One council meeting held	
"	"	"	Op Ex		3 Mayoral Committee meetings	Two meetings held	
"	"	"	Op Ex		1 Audit committee meetings	One audit meeting held	
"	"	"	Op Ex		3 Local Labour Forum meetings	One meeting held	
"	"	"	Op Ex		3 Portfolio Committee meetings	1 meeting held	
"	"	"	Op Ex		1 IGR Meeting	2 IGR meeting held	
"	"	"	Op Ex		Weekly Senior Management meetings	Senior management meetings held	

1.2 RISK MANAGEMENT: CORPORATE SERVICES DEPARTMENT

OBJECTIVE	RISK CATEGORY	RISK DESCRIPTION	IMPACT OF RISK	CURRENT CONTROL MEASURES	EFFECTIVENESS OF CURRENT CONTROL MEASURES
To review organizational structure in line with the IDP review, ensure that all posts are attached with job descriptions and all budgeted vacant posts are filled	Corporate Service HR	Resignation of key personnel	Major	Retention strategy in place	Not effective
To fill all budgeted vacant posts	Corporate Service HR	Dispute between management and unions	Major	Recruitment policy	Effective
To ensure that all staff are properly placed on the organogram	Corporate Service HR	Inadequate human resource capacity	Major	Placement policy	Effective
Ensure that job titles, salary levels vs details on pay day system are the same	Corporate Service HR	Lack of skills and capacity	Minor	Staff Training	Effective
Bursary administration	Corporate Service Training	Request for bursaries not in line with PDPs	Insignificant	Bursary policy	Effective
To review employment equity plan and ensure that it's approved by the council and implemented by 2010/11	Corporate Service HR	lack of adherence to Employment Equity Act	Major	Employment equity plan	Effective
Conduct assessment and identify gaps within HR processes	Corporate Service HR	Disintegrated HR processes	Critical	HR Audit	Not implemented
Develop an HR Strategy for 2011	Corporate Service HR	Unavailability of budget to conduct HR Strategy	Critical	Budgeting	Not yet implemented
To maintain labour peace	Corporate Service HR	Unions and management views not aligned	Critical	Operational LLF	Effective
Limit dispute and grievances	Corporate Service HR	Lack of Labour Relations Strategy	Critical	Implement HR policies	Not yet implemented – in progress
To ensure health and safety of all employees within the working environment at all times	Corporate Service OHS	Budget and non-compliance to OHS policies	Critical	OHS inspections and reports and OHS committees	Effective
To provide employee wellness services to employees at all times	Corporate Service EAP	Ineffective EAP	Critical	EAP Committee established	Effective

OBJECTIVE	RISK CATEGORY	RISK DESCRIPTION	IMPACT OF RISK	CURRENT CONTROL MEASURES	EFFECTIVENESS OF CURRENT CONTROL MEASURES
Review and update of ICT policies and development of processes and procedures	Corporate Service IT	Non-compliance corporate and ICT norms and standards	Critical	ICT Strategy review	Not yet implemented – in progress
Develop an enterprise architecture and future roadmap	Corporate Service IT	Inadequate human resource capacity, unavailability of information, no budget	Critical	ICT Master Systems Plan	Not yet implemented – in progress
Implement phase1 of the disaster recovery plan	Corporate Service IT	Budget and system/network downtime	Critical	Budget for IT resources	Not yet effective – partial back up of system implemented
Establish service desk	Corporate Service IT	Haphazard logging of calls, Budget and procurement processes	Critical	Suggestion Box	Not effective
To provide basic ICT support including Internet, server, hardware, software & email support services within	Corporate Service IT	Lack of skills and capacity and infrastructure not adequate	Critical	Budget For IT infrastructure and resources. Staff Training	Effective
Develop and implement a plan for improved ICT Security	Corporate Service IT	Viruses, Fraud, fire and theft	Major	Anti viruses, user pins, security check points	Not effective
Implement Electronic Document Management System	Corporate Service IT	Disintegrated information	Critical	EDMS system	Effective
Provide efficient technical support to client departments including servers, emails, internet, intranet and all ICT hardware and software	Corporate Service IT	Lack of human capital and infrastructure capacity, budget	Major	Budget	Effective
Effective management of network	Corporate Service IT	Non-compliance and lack of response by SITA	Major	SLA with SITA	Not effective
Provide website services to the municipality and its clients (communities, suppliers, other stakeholder)	Corporate Service General auxiliary services	Bandwidths problems with SITA	Critical	SLA with SITA	Effective
Provision of effective and efficient fleet	Corporate Service	Misuse of fleet	Major	Fleet management	Effective

OBJECTIVE	RISK CATEGORY	RISK DESCRIPTION	IMPACT OF RISK	CURRENT CONTROL MEASURES	EFFECTIVENESS OF CURRENT CONTROL MEASURES
management service	General auxiliary services	vehicles		Policy	
Provision of effective and efficient records management system	Corporate Service General auxiliary services	Lack of human capacity and non-compliance to records policies	Critical	Records policies	Effective
To provide effective and efficient building and administrative/auxillary services	Corporate Service General auxiliary services	Lack of Budget and land	Major	PPP	Effective
To provide sufficient office space and furniture for at least 2000 employees	Corporate Service General auxiliary services	Contract management	Critical	Lease of the Post Office Building	Effective
To provide efficient and effective security services for all municipal buildings	Corporate Service Council support	Theft, vandalism	Major	Outsource Security services	Effective
To provide secretarial services to Council	Corporate Service	Unavailability of in-house technical support	Moderate	SLA for technical support on printers	Effective
To provide photocopying services to staff	Corporate Service	Breakdown of machines	Moderate	Xerox contract	Effective
To provide telephone services at all times	Corporate Services	Abuse of telephones	Moderate	Telephone usage policy	Not effective

Nyathela T.T.
General Manager: Corporate Services

2. TECHNICAL SERVICE DEPARTMENT

2.1 SDBIP REPORT

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATE D	EXPEN DITURE	1 ST QUARTER TARGET	ACTUAL	
TECHNICAL SERVICES DEPARTMENT							
Water Services: Free Basic Water	Provide FBW to indigents households through tankering	Provide FBW to indigents households through tankering	Op Ex	R1 391 137.71	Supply 10 MG Liters of Water through tankering	95% Of 10ML of water has been supplied	Slow procurement procedures that takes time to issue orders for fixing the vehicles and licensing
“	Capital Water Infrastructure Projects	Nzhelele Regional Water Scheme Mutshedzi Water Purification	1,071,245.00	R0.00	Commission	97% Construction	Leak encountered during the testing of the plant.
“	“	Guyuni/Khunguni water project	R2,000,000.00	R1 047 823.01	60% Construction	93% construction	Target achieved
“	“	Khubvi Water Supply	10,307,668.00	R 5 930 848.55	20% Construction	60% construction	Project Progressing well
“	“	Sinthumule,Kutama,LMB & Makhado Contract 2A	802,436.00	R0.00	Monitoring and Evaluation Report (Retention)	97% construction	Testing of the pumps in progress.
“	“	Sinthumule,Kutama,LMB & Makhado Contract B2	1,632,000.00	R0.00	Monitoring and Evaluation	98% construction	Contractor failing to test the fitting. Another service

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATE D	EXPEN DITURE	1 ST QUARTER TARGET	ACTUAL	
					Report (Retention)		provider to be sourced if problem persist
"	"	Sinthumule,Kutama,LMB & Makhado Contract B6	1,000,000.00	R0.00	70% Construction	95% construction	Target achieved.
"	"	Sinthumule,Kutama,LMB & Makhado Contract C	11,440,000.00	R0.00	Procurement of Contractor	Contractor to be appointed	Adjudication Committee to fast track contractor appointment
"	"	Phiphidi Ndongola Water Reticulation	R 250 000.00	R 4 319 084.79	100% Completion Report	75% construction	Position of reservoir delayed project, Eskom payment outstanding
"	"	Thohoyandou Unit C Ext Water Supply	10,973,732.00	R0.00	Procurement of Contractor	Contract to be appointed	Adjudication Committee to fast track contractor appointment
"	"	Tshidzivhe Local Ground Water Reticulation	R 15 000,000.00	R4,115,752.53	Procurement of Contractor	15% construction	Project progressing well
"	"	Mutale Route S - Phase 2A (BEM)	700,000.00	R0	Monitoring and Evaluation	Retention	Project completed
		Mutale Route S - Phase 2B (De Guel)	R271,842.00	R0	Monitoring and Evaluation	Retention	Project completed
		Mutale Route S - Phase	R203,0	R0	Monitoring and Evaluation	Retention	Project completed

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATE D	EXPEN DITURE	1 ST QUARTER TARGET	ACTUAL	
		2B (Nexo 417)	00.00				
		Mutale Route S - Phase 2C (Denrob)	R189,439.00	R0	Monitoring and Evaluation	Retention	Project completed
		Mutale Route S - Phase 2C (Li ore)	R185,000.00	R0	Monitoring and Evaluation	Retention	Project completed
		Mutale Route S - Phase 2C (Ndidzu)	R100,000.00	R0	Monitoring and Evaluation	100% construction	Project completed
		Mutale Route S - Phase 2C (Koepo)	R100,000.00	R0	Monitoring and Evaluation	100% construction	Project completed
"	"	Damani RWS: NN20 bulcline to Thenzheni, Mianzwi phase 5	R617,075.00	R0	Monitoring and Evaluation	100% construction	Project completed.
"	"	Mhinga/Lambani Bulk Water Supply	R5 000 000.00	R 0	25% Construction Stage	50% construction	Project is progressing well
"	"	Nandoni to Malamulele Town Bulk Pipeline Phase 1	R15,123,138.54	R 3,459,940.93	20% Construction Stage	65% construction	Project is progressing well
"	"	Ngwekhulu bofulamato Water Reticulation Project	R500 000.00	R 0	Practical Completion Report	94% construction	Testing of reservoir water tightness and pumping line outstanding

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATE D	EXPEN DITURE	1 ST QUARTER TARGET	ACTUAL	
"	"	Mukumbani, Tshila, Tshivhu, Raba, Ngwe, Mavho, Gond e&Lunu Internal Water Retic	R7 000 000.00	R1,895, 174.32	40 % Construction Stage	85 % construction	Project is progressing well
"	"	Luphephe Nwanedi RWS: Bulk Infrastructure, Water Abstr: Folovho Phase 1	R12.5 Million	R4,626, 278.78	30%	30% construction	Target achieved
"	"	Luphephe Nwanedi RWS: Bulk Infrastructure, Water Abstr: Folovho Phase 2	R20 Million	R5 542 494.94	10% Construction Satge	30% construction	Project on track
"	"	Dzindi-Lwamondo RL2, RL3, RL4 & RL6 Connections	R3,654 ,335.00	R 0	Procurement of Contractor	Contractor not appointed	Tender re-advertised
"	"	Matsa, Mamvuka, Manyii Bulk water supply	R1,285 ,014.00	R283,91 0.00	Procurement of Contractor	Design Stage	Budget not adequate to go to construction, however engineer finalising Design Report
"	"	Tshiendeulu Water Supply	R 15 Million	R0.00	Procurement of Contractor	Contractor not appointed	Tender to close on 12 October 2010
"	"	Tshishivhe, Mulodi and Mangaya Water reticulation	R15,62 4,407.0 0	R1 900 000.00	Procurement of Contractor	No contractor appointed to date	Engineer delayed in finalising designs, however project on tender for contractor
"	"	Mphego Water supply	R7,378 ,670.00	R 0	Procurement of Contractor	No contractor appointed	Engineer delayed in finalising designs, however

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATED	EXPEN DITURE	1 ST QUARTER TARGET	ACTUAL	
							project on tender for contractor
		Tshiungani II, Nwini, Maholoni, Bileni (Electrification of Boreholes)	R338,880.00	R0	Procurement of Contractor	No contractor appointed	Recommendation for appointment of term contractor in progress
Operation and Maintenance	operate and maintain infrastructure by expending the allocated budget	operate and maintain infrastructure	R217 860 727	R46 877 781.00	35%	30%	Delay due to supply chain processes for repairs of equipment
Refurbishment	refurbish infrastructure	refurbish infrastructure	R20, MILL	R3 150 639.71	25%	30%	Achieved
Provision of Sanitation Services	Capital Sanitation Infrastructure Projects	Musina Upgrading of Oxidation Ponds Phase II	R1 Million	R0	Monitoring and Evaluation Report	100% construction	Target achieved
	Capital Sanitation Infrastructure Projects	Upgrading of Makhado Sewage Treatment Plant	R17,350,000.00	R0.00	30% Completion Report	81% construction	Target achieved
		Nancefield-Upgrading of oxidation ponds	R400,000.00	R0	Monitoring and Evaluation Report	100% construction	Engineer advised to fast track Commissioning of project that is still outstanding
		Musina Installation of Sewer Ext 6 & 7	R3,5 Million	R972,955.94	40% Construction Stage	92% construction	Project progressing well. Extension of time expected for pipe jacking across Transnet facilities
		Musina Installation of			40%	79% construction	Project

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATE D	EXPEN DITURE	1 ST QUARTER TARGET	ACTUAL	
		Sewer Ext 1	R7 Million	R2,240,527.50	Construction Stage		progressing well
"	"	Installation of Water and Sewer Nancefield Ext 4, & 10	R260,000.00	R0	Monitoring and Evaluation Report	100% construction	Project completed
"	"	Musina Internal Reticulation-Upgrading phase 2	R150,000.00	R0	Monitoring and Evaluation Report	100% construction	Project Completed
"	"	Musina Internal Reticulation-Upgrading phase 3	R150,000.00	R0	Monitoring and Evaluation Report	100% construction	Project completed
"	"	Musina Ext 14 Sewer	R300,R000.00	R0	Monitoring and Evaluation Report	100% construction	Project completed
"	"	Thohoyandou Sewerage Works Ext Phase 2:VDM	R25m	R1,599,169.70	Procurement of Contractor	Contractor not appointed	Tender re-advertised after failing to attract quality bidders
"	"	Eltivillas Sewer System;VDM	R10m	R1,260,467.16	20%	55% construction	Target Achieved
"	"	Mhinga sewerage ponds Phase 3	R6,5m	R0	25%	95% construction	Project progressing well
VIP toilets	10 000 VIP latrines	Rural Sanitation	Cap Ex	R 0	Procurement of Contractor	Service Providers not yet appointed	Tendering in progress for appointment of service providers

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATE D	EXPEN DITURE	1 ST QUARTER TARGET	ACTUAL	
		Thulamela	R41,728,632.00	R8,277,769.00	100% complete	100% complete	Target Achieved
		Makhado	R39,244,697.00	R4,494,672.00	100% complete	100% complete	Target Achieved
		Mutale	R7,066,151.00	R862,914.00	100% complete	100% complete	Target Achieved
“	Hygiene awareness campaigns and Involvement of communities during construction to Promote self management sanitation	Hygiene awareness campaigns and Involvement of communities during construction to Promote self management sanitation	R1,440,000.00	R 0	Procurement of Service Provider	Appointment of service provider not yet done	Evaluation and adjudication in process
Free Basic Electricity	Consolidation of indigent registers from local municipalities	Consolidation of indigent registers	Op Ex	R0	Progress Report	Nil	Local municipalities still to submit reports. VDM to continuously follow up with LM if indigent registres are compiled
Households connections	Consolidate Energy Forum meetings	VDM Electrification	R15 Million	R 15 million	100% transfer of funds	100% transfered	Target Achieved
District Roads	Upgrade roads from gravel to tar	Upgrade roads from gravel to tar	Cap Ex	R 0	engagement through reports and meetings	In progress – see project details below	See project detail below

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATE D	EXPEN DITURE	1 ST QUARTER TARGET	ACTUAL	
“	Design Report	Tshilapfene to Mukumbani: Upgrading from Gravel to Tar	R253,535.00	R0	Detail Design Report	100% designs	Designs completed
“	Design Report	Maungani Access Roads : Phase 2	-	R0	Detail Design Report	100% designs	Designs completed
“	Design Report	Makonde/ Matangari Access Road Phase 2	-	R0	Detail Design Report	90% designs	Engineer revising designs for storm water issues
“	Rehabilitation of Streets	Rehabilitation of Shayandima Industrial Area Streets	R500 000.00	R0	Practical Completion Report	95% complete	Slow progress by contractor. Sub contractor finishing outstanding work
“	Upgrade roads from gravel to tar	Mavhunga Access Road Phase 2	R1,200,000.00	R0	Monitoring and Evaluation report	On Retention	Target achieved
“	“	Road Madombidzha to Air-force base Phases 1	R850,000.00	R0	Monitoring and Evaluation report	100% complete	Target achieved
“	“	Road Madombidzha to Air-force base Phases 2	R15,065,707.00	R 0	Procuring Contractor	Awaiting contractor appointment	Project on tender
“	“	Upgrading of D3370 Road from Ramukhuba to Vuwani	R1.9m	R 0	Monitoring and Evaluation	On Retention	Target achieved

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATE D	EXPEN DITURE	1 ST QUARTER TARGET	ACTUAL	
					report		
		Makonde Matangari Access Road (Phase 1)	R950,000.00	R0.00	Monitoring and Evaluation report	On Retention	Target achieved
“	“	Construction of Nancefield Ext. 5 & 7 Internal road	R2,000,000.00	R0.	Monitoring and Evaluation report	On Retention	Target achieved
		Construction of Nancefield Ext. 5 & 7 (Hlongwane street) Internal road	R930,000.00	R797,262.30	Monitoring and Evaluation report	80% construction	Target achieved
“	“	Musina Internal streets	R5m	R 0	Appointment of Consultant	100% construction	Old project, has been completed
“	Re-gravelling	Khunguni Access Road	R350,000.00	R 0	Monitoring and Evaluation report	100% construction	Target achieved

2.2 RISK CONTROL AND EFFECTIVENESS: TECHNICAL SERVICES DEPARTMENT

RISK DESCRIPTION	IMPACT OF RISK	CURRENT CONTROL MEASURES	EFFECTIVENESS OF CURRENT CONTROL MEASURES
Unavailability of land	Critical	Planning forum	Not effective
Drying of water sources	Critical	Reducing pumping hours	Effective
Insufficient of capital funding	Moderate	Implementation of cost recovery programme	Not effective
Poor performance of Service providers	Major	Implementation of CIDB guidelines	Not effective : ongoing process
Theft and illegal connections	Critical	By-laws	Not effective: ongoing process
Pollution	Critical	Awareness campaigns	Not effective
Development of unplanned settlements	Major	Planning forum	Not effective
Authenticity of the indigents register	Insignificant	Service provider to be appointed to do verification of indigents register	Service provider not yet appointed due to budget constraints
Theft and illegal connections	Critical	By-laws	Repeat
Deterioration of schemes	Critical	Emergency maintenance	Not effective: Need planned maintenance and upgrading of schemes
Insufficient budget	Critical	Implementation of cost recovery programme	Not effective: ongoing process
Contamination of underground water	Critical	Lining of pits & disinfection	Effective: Ongoing process
Authenticity of the indigents register	Insignificant	facilitation of indigents register verification	Service provider not yet appointed due to budget constraints
Insufficient funding	Critical	To utilize the available funding efficiently	Effective
Insufficient capacity of Eskom substation	Major	Monthly Energy forum meeting	Effective
Insufficient material from borrow pits	Critical	Commercial sources	Effective
Poor performance of Service providers	Critical	Implementation of CIDB guidelines	Not effective
Accessibility of land	Major	Planning forum	Not effective

Madimutsa R.
Acting General Manager: Technical Services

3. COMMUNITY SERVICES DEPARTMENT

3.1 SDBIP REPORT

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATE D	EXPEN DITUR E	1 ST QUARTER TARGET	ACTUAL	
COMMUNITY SERVICES DEPARTMENT							
Fire and Rescue Services: Search and rescue	Daily incidents recorded in the OB register	Providing prompt response to various incidents within 3 minutes	<i>Op Ex</i>		100% response	100% response	662 incidents recorded and responded to
Fire safety/law enforcement.	Monthly reports compiled	By effectively implementing fire brigade services standard EG (SANS 0400 and 087)	<i>Op Ex</i>		120	147 inspections conducted	
Fire training	Increased skills in fire management	Application of training program	<i>Op Ex</i>		54	18 Fire Fighters trained	
Fire protection	Increased knowledge in fire management amongst farmers.	Provide education and awareness campaigns To provide 40 community groups per quarter	<i>Op Ex</i>		40 <i>Community groups Trained</i>	13 communities trained	
Disaster Management: Risk Identification	Increased knowledge on risk management within the communities	Conduct 4 community workshops annually. Update risk profile of the District on annually basis	<i>Op Ex</i>		1	0	Will be done on 26 /10/2010 at Musina. Second quarter
Risk Assessment	Reduction in hazardous risk within the community	Application of GIS data	<i>Op Ex</i>		1	0	will be conducted on 20/10/10 at Mutale. Second Quater

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATE D	EXPEN DITUR E	1 ST QUARTER TARGET	ACTUAL	
Risk Reduction	Increased knowledge on risk reduction within the communities	Educating the community, Accessing the media, Distributing written materials	Op Ex		2	0	Will be conducted on 26 /10/10at Musina. Second Quater
Response and Recovery	Reported incidents recorded and responded to within stipulated timeframes	Provide advanced (Cardio Pulmonary resustaction) CPR Activate evacuations, Application disaster of declaration processes, Fundraising, Rehabilitation	Op Ex		100%	100%	8 incidents were responded to
“	Reported incidents recorded and responded to within stipulated timeframes	Provide immediate relief within 72 hours after an incident or disaster	Op Ex		100%	100%	5 incidents responded to
Research & Education	Risk reduction plans developed informed by research results.	Application of research techniques, Teaching, lecturing, seminars, paper presentation in the Disaster summits	Op Ex		2	8 Research and 2 training conducted	
“	Increased knowledge in disaster management in schools	School visits	Op Ex		3	0 Industrial Action by Public Servants	Will be done during November
Joint Operation committee(JOC)	Records of meeting held .	Regular update of data for suitable role players Regular update of resources data	Op Ex		1	1 Update done (
Municipal Health Provision: (Environmental Health Services):	Reports on site visits.	Enforcement of bylaws	Op Ex		250	326 visits conducted	

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATE D	EXPEN DITUR E	1 ST QUARTER TARGET	ACTUAL	
Waste management							
“	Reports on monitoring of dumping sites and landfills. Reduction in littering in the district	Monitoring of dumping sites and landfills	<i>Op Ex</i>		<i>1st Quarter Report</i>	326 viisits conducted	
“	Increased knowledge in waste management within the communities	40 awareness campaigns conducted	<i>Op Ex</i>		5	26 awareness conducted	
Water quality	Reduction in water pollution	Water sampling tests of all rivers and boreholes in the district	<i>Op Ex</i>		4	6 sampling conducted	
Food control	Reduction in food borne diseases.	Law enforcement of the by-laws Inspection of food premises Food condemnation Awareness campaigns.	<i>Op Ex</i>		800	1201 inspections conducted	
Health surveillance of premises	Reduction in usage of unsafe building within the district.	Law enforcement of the by-laws Inspection of premises	<i>Op Ex</i>		55	326 viisits conducted	
Communicable disease	Reduction in communicable disease	Awareness campaigns and conduction of roads shows	<i>Op Ex</i>		1	26 awareness conducted	
Air quality	Reduction in environmental pollution	Implement air quality management	<i>Op Ex</i>		8	6 sampling conducted	
Disposal of the dead	Proper management of funeral takers	Registration of funeral parlors Conduction of workshop Law enforcement of bylaw	<i>Op Ex</i>		20	1201 inspections conducted	
Chemical safety	Reduction in chemical pollution in the environment	Law enforcement of bylaws Awareness campaigns	<i>Op Ex</i>		1	326 viisits conducted	

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATE D	EXPEN DITUR E	1 ST QUARTER TARGET	ACTUAL	
		Inspection of premises					
Health Risk waste	Increased accountability in Health Risk waste management	Establishment of 01 district central storage/ transfer station	<i>Op Ex</i>		<i>Progress Report</i>	No progress	
Noise control	Reduction in reported noise cases	Awareness campaigns Law enforcement of by laws	<i>Op Ex</i>		25	9 campaigns conducted	
Primary Health Care: HIV/AIDS	Reduction in HID/AIDS infections	Awareness campaigns, road shows. Conduction of workshop, Monitoring condotainers in all public buildings and encouraging VCT	<i>Op Ex</i>		1	1 campaign conducted	
Home base care	Improvement in health standards within the communities	Training and funding of all home based care centers Establishment of database of home base cares centers	<i>Op Ex</i>		2	Not achieved	Planned for 3 rd Quarter
Health and Social Development Services: Mobile Clinics	Increases in health accessibility within the district	Visit 19 centers once per month	<i>Op Ex</i>		57	0	Second quarter
“	Reduction in defaulters within the district	Trace defaulters in the communities once per months to 19 visiting points	<i>Op Ex</i>		57	0	Second Quarter
“	Improved health standards in the schools	Check all schools, crèches and drop in centers around 19 visiting points per months	<i>Op Ex</i>		57	0	Second quarter
Sports: Sporting Codes	Increase in the number of youth participating in sporting codes	Organize tournaments and events to involve more individuals in the district	<i>Op Ex</i>		<i>Progress Report</i>	-	Planned for 2 nd

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATE D	EXPEN DITUR E	1 ST QUARTER TARGET	ACTUAL	
		municipality					and 3 rd Quarter
Sports and Recreation council	Increase in the number of youth participating in sporting codes	Develop an implementation a framework for monitoring overall sport participation in the district	<i>Op Ex</i>		1	District Sports Council established	
Youth Development	Increase in the number of youth participating in sporting codes	Develop youth sport programmes at the district level	<i>Op Ex</i>		<i>Progress Report</i>	Tournament planned for 2 nd and 3 rd Quarter	
Disabled Sports	Increase in the number of youth participating in sporting codes	Establish a people with a disability in sport forum and committees together with the Special programme section	<i>Op Ex</i>		1	Special Olympics committee existng	
Mayoral Tournament	Increase participation in the mayoral tournament	Engage all four local municipalities and local federations in to participate in the event	<i>Op Ex</i>		<i>Progress Report</i>	Planned for 2 nd qaurter	
Capacity building	Increase capacity amongst coaches within the district	Conduct workshops for the development of coaches and managers	<i>Op Ex</i>		30	30 people were trained	
Arts & Culture: Indigenous games	Increased participation in indigenous games	Maintain and implement relevant selection policies for targeted local indigenous games events	<i>Op Ex</i>		<i>Progress Report</i>	1	1 District Team established and participated in Provincial Games on 18 and 19 Sep 2010
Arts and Cultural competitions	Increased participation in arts and cultural activities	Maintain and implement relevant selection policies for targeted local competitions and events	<i>Op Ex</i>		<i>Progress Report</i>	1	1 competition done during Sep 2010

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATE D	EXPEN DITUR E	1 ST QUARTER TARGET	ACTUAL	
“	Increased participation in arts and cultural activities	Developed and maintained arts and culture data annually	Op Ex		Progress Report	Data of developed	
“	District Arts and Culture Forum established by 2010/2011	Established District Arts and Culture Forum by 2010/2011	Op Ex		1	1	Arts and Culture Forum established
Sport, Arts and culture achievers award	Increased participation in arts and cultural activities	Organized 1 Sport, Arts and Culture achievers award annually and develop data bank for achievers by 2010/2011	Op Ex		1	0	Planned for 2 nd Quarter
Safety & Security at schools	Increased safety at schools	promote safety to learners and educators in schools	Op Ex		1	0	Second Quarter
National schools nutrition programme	Reduction in dropout rate and increase in health standards	Coordinate feeding 253 047 Learners for all 195 school days	Op Ex		100%	100%	
Infrastructure Projects	Provide infrastructure for Disaster Fire and Rescue Services	Disaster Management Centre Phase 2	R9 904 975	0	85% Complete	85% Complete	
“	“	Single Quarters: Obed Mashaba	R96 727		100%	100%	
“	“	Single Quarters: Makhado Fire Station	R2,5m		5%	9% Site Not Yet Acquired	
“	“	Dzanani Fire House	R1m		Acquiring Site Site	0	Site Not Yet Acquired
“	“	Vuwani Fire Training Centre and Station	R12m		90 % Complete	90 % Complete Phase 1	
“	“	Malamulele Fire Station	R11 771 681		85%Complete	85%Complete Phase1	

3.2 RISK MANAGEMENT: COMMUNITY SERVICES DEPARTMENT

RISK DESCRIPTION	IMPACT OF RISK	CURRENT CONTROL MEASURES	EFFECTIVENESS OF CURRENT CONTROL MEASURES
Insufficient personnel(Fire fighters)	Major	3 shift system	Not effective. To be effective we need 4 shift system which will start as of November 2010
Lack of personnel(Fire Safety Inspectors)	Critical	Using existing operational fire fighters	Not effective
Lack of personnel(Fire Instructors)	Critical	Using of service providers for 12 staff members and staff members for community members	Effective only on staff members Not effective for community members
Lack of personnel and insufficient budget	Critical	Awareness campaigns	Not effective
Lack of cooperation by Local Municipalities	Moderate	Conducting community workshops with each Local Municipalities	Effective
Lack of personnel and cooperation by Local Municipalities	Critical	Conducting community workshops with each Local Municipalities	Effective
Insufficient funds	Moderate	Continuous Engagement with Local Municipalities	Effective
Communication system not yet installed	Critical	Using basic means of communication e.g telephone and backup from Fire services	Not 100% Effective
Reporting of incidence by Local Municipalities	Moderate	Using of Fire services and Local disaster management personnel	Effective
Required technical expertise in conducting of some researches	Moderate	Appoint of independent qualified researchers, networking with professional institutions and conducting research with local municipalities	Effective only on the item of networking, but it is NOT Effective on appointing an independent researchers, the one appointed is effective
Lack of personnel	Moderate		

Nemakonde M. A
General Manager: Community Services

4. DEVELOPMENT PLANNING DEPARTMENT

4.1 SDBIP REPORT

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATE D	EXPEN DITUR E	1 ST QUARTER TARGET	ACTUAL	
DEVELOPMENT PLANNING DEPARTMENT							
LED-Tourism: Sports & Recreation	Construction of high standard, good quality sports and recreation facilities	Construction of high standard, good quality sports and recreation facilities	<i>Op Ex</i>		<i>Progress Report</i>	<i>No Progress</i>	<i>There is no budget for this, it is not our plans</i>
Culture Heritage &	Protection of cultural and heritage resources	Cultural festival	<i>R739 900.00</i>		<i>1 Cultural Festival / report</i>	<i>Cultural Festival Held</i>	
“	Implement the “Footsteps of the Ancestors Business Plan	District tour	<i>R400 000.00</i>		<i>1 Marketing Tour/report</i>	<i>District Tour Held</i>	
“	Conduct Tourism and Environment awareness campaigns	Environmental Awareness	<i>R158 550.00</i>		<i>Progress Report</i>	<i>Not yet done</i>	
“	Construct roads that can be used by to all types of vehicles in all weather conditions	Construct roads that can be used by to all types of vehicles in all weather conditions	<i>Op Ex</i>		<i>Progress Report</i>	<i>There is no budget</i>	
Nature Eco-tourism	Promoting Public Private Partnerships.	Promoting Public Private Partnerships.	<i>Op Ex</i>		<i>Progress Report</i>	<i>Report of the tour</i>	
“	Promoting a safe environment for investment.	Promoting a safe environment for investment	<i>Op Ex</i>		<i>Progress Report</i>	<i>Busy with development of strategy</i>	
Tourism Promotion and Marketing	Involvement of all tourism stakeholders	Exhibitions (International, national & local)	<i>R845 600.00</i>		<i>2 exhibitions/report</i>	<i>Exhibitions held in Musina & Makhado, Fashion show held in</i>	

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATE D	EXPEN DITUR E	1 ST QUARTER TARGET	ACTUAL	
						conjunction with SEDA, Preparation for Zimbabwe Tourism show on schedule	
“	Creation of tourism marketing posts	Creation of tourism marketing posts	Op Ex		4 meetings	No budget	Request for budget was made but the budget was not availed
Services Industries (Tourism)	Make use of relevant accredited service providers	Make use of relevant accredited service providers	Op Ex		Progress Report	Repetition	
Accommodation	Making use of service providers or employing relevant personnel.	Making use of service providers or employing relevant personnel.	Op Ex		Progress Report	All accommodation are booked with accredited service providers	The challenge is the BEE requirements. The service provider is not monitored in this regard
Tourist guides	Make use of relevant accredited service providers	Make use of relevant accredited service providers	Op Ex		Progress Report	Only accredited providers are used	
Game farming	Transforming the game industry	Transforming the game industry	Op Ex		Progress Report	No report	This is mainly the responsibility of LEDET
LED- SMME	Business registration, Provide small business	Youth business competition	R211 400.00		Progress Report	No report	This will be done

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATE D	EXPEN DITUR E	1 ST QUARTER TARGET	ACTUAL	
	infrastructure facilities, Capacitate SMMEs owners						in June
“	BEE procurement policy advocacy, Conducting SMMEs business competition, Establishment of mining cluster	SMME summit/training	R317 100.00		Progress Report	The supply chain policy is compliant with BBBEE	There is no mechanism for monitoring
LED-Agriculture: Crop Farming	Agricultural equipment lending depot Operationalise Fresh Produce Market	Agricultural equipment lending depot Operationalise Fresh Produce Market	Op Ex		Progress Report	Specifications sent to procurement. The fresh produce market is ready commence	There are challenges of establishment of municipal entity. Awaiting response from the LDA to second of the Pack house manager
Stock Farming	Encouraging and promotion of Animal branding,	Animal branding,	Op Ex		Progress Report	All organized live stock farmers have branded their animals	
“	Registration of rams	Registration of rams	Op Ex		Progress Report	All organized live stock farmers are using registered rams for breeding	

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATED	EXPEN DITURE	1 ST QUARTER TARGET	ACTUAL	
“	Establishment of feedlot	Establishment of feedlot	Op Ex		1	Construction by Vhembe is complete, awaiting other stakeholders to complete their part	
“	Establishment/refurbishment of grazing camps and dipping tanks Provision of Animal infrastructure	Establishment/refurbishment of grazing camps and dipping tanks	Op Ex		Progress Report	CASP program is busy with refurbishment of grazing camps	This is done by LDA
Timber Plantation	Sustainable forest management	Forestry summit	R211 400.00		Progress Report	Not yet done	Discussion are on with DAFF
“	Small timber growers support	Small timber growers support	Op Ex		1	Small timber growers received trees from DAFF	
“	Partnership development	Partnership development	Op Ex		Progress Report	Partnership with FSA, SAFCOL exist	This are not signed but are working relationships
“	Forestry SMME's support Liaison structures established	Forestry SMME's support Liaison structures established	Op Ex		Progress Report	There is a forestry Forum and sector departments and institutions are	

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATE D	EXPEN DITUR E	1 ST QUARTER TARGET	ACTUAL	
						participating	
Bee Farming	Formation of community fire associations Establishment of honey processing facilities Summits and Information sessions	Formation of community fire associations Establishment of honey processing facilities. Summits and Information sessions	<i>Op Ex</i>		<i>Progress Report</i>	Fire Associations formed and equipped at LM level No progress but processing is taking place at lower scale	
“	Female and Youth farmers of the year	Female and Youth farmers of the year	<i>R422 800.00</i>		1	Female farmer competition was done	Youth Farmer competition will be held during the 4 th quarter
“	“	Agricultural information day	<i>R500 000.00</i>		<i>Progress Report</i>	Preparation are underway	
Irrigation schemes	Making use of public private partnership approach (PPP).	Making use of public private partnership approach (PPP).	<i>Op Ex</i>		<i>Progress Report</i>	There three partnerships between the LDA and private partner	
Agricultural hubs	Commodity zoning.	Commodity zoning.	<i>Op Ex</i>		<i>Progress Report</i>	Commodity zones have been established	

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATE D	EXPEN DITUR E	1 ST QUARTER TARGET	ACTUAL	
“	LED Projects	Awelani Community Tourism	R7m		Advert for Cultural Village, Lapa, Perimeter fencing, Access road to the cave	Construction of phase 1& 2 is complete. Phase 3 is underway	
“	“	Mapate Community Tourism	R3m		ROD	Road construction by KLF.	The EIA report complete and to be sent to LEDET
“	“	Mhinga	R3,450 000.00		Acquisition of site	No progress	There land ownership challenges
“	“	Fresh Produce Market	R1m		Advert of equipments – Pallets and Pallet jack, Forklift, van for	Repeat	Repeat
“	“	Masakona Irrigation Scheme	R200 000.00		Testing and Equipping boreholes	50% complete	
“	“	Agricultural landing equipments depot	R1,5m		Tender Advert for purchasing 6 tractors	Repeat	Repeat
“	“	Tshakhuma Hatchery	R1.9m		90%		To be reported in the next quarter
“	“	Pfano Polish Manufacture	R700 000		Advert for the purchase of equipments		To be reported in the next quarter
“	“	Makuya Cattle Feedlot	R779 000		Advert for the Purchase of		To be reported in

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATE D	EXPEN DITUR E	1 ST QUARTER TARGET	ACTUAL	
					mixing unit		the next quarter
“	“	Mphalaleni Orchards irrigation project	R1.3m		Putting steel pipes		To be reported in the next quarter
“	“	Tshakhuma Community Garden	R900 000		1 report		To be reported in the next quarter
“	“	Mutale Arts and Crafts	R800 000		Twinning report with Gondal Municipality - India		To be reported in the next quarter
“	“	Furniture manufacturing	R1m		1 report		To be reported in the next quarter
“	“	Nandoni Agricultural Hub	R2m		Advertising for Fencing, Pack House		To be reported in the next quarter
Cooperatives	Organizing of a District Cooperative conference.	Organizing of a District Cooperative conference.	Op Ex		Progress Report		
Twining agreements and Joint operations	Form partnership	Form partnership	Op Ex		Progress Report	Done	
Spatial Planning:	Land Audit	Handing over of Land Audit Report to all VDM LM's Audit all Traditional Council within the District; Develop Land Audit Capacity Building manual;	Op Ex		List of Audited TC; Capacity Building Manual; Training Schedule;	Partnership with Gondal/Rajkot through CLGF	Program behind schedule
Land Ownership		Develop Municipal and Traditional Leaders Land				4 Land Audit	Land Audit

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATE D	EXPEN DITUR E	1 ST QUARTER TARGET	ACTUAL	
		Audit capacity building schedule.				Report were distribyted to each LM	Reports will be distributed to Traditional Councils during capacity building workshop in the next
		Monitoring and evaluation report on the training outcomes and implementation of Land Audit Report.					Will be done during the next quarter
Spatial development network	Reduction in unplanned Spatial Planning practices within the District.	Develop SDF Capacity Building manual; Develop Municipal and Traditional Leaders SDF capacity building schedule; Conduct 4 Trainings to Traditional and Municipal Officials Monitoring and evaluation report on the training outcomes and implementation of Spatial Development Framework	<i>Op Ex</i>		<i>Capacity Building manual & capacity building schedule</i>	1 training manual developed for VDM SDF Draft schedule developed	
“	“	Draft T.O.R for the Review of SDF Appointment of service provider for the review of the SDF Establishment of project steering committee Draft project review	<i>Sector Plan Budget</i>		<i>Progress Report</i>		To be done in house

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATE D	EXPEN DITUR E	1 ST QUARTER TARGET	ACTUAL	
		process plan Monitoring of appointment of service provider					
“	“	Coordinate the development of infrastructure programmes Monitoring and evaluation report on the development of Infrastructure programme	Op Ex		Quarterly Monitoring and evaluation report		
“	“	Coordinate the development of Rural Service centers Monitoring and evaluation report on the development of Rural Service Centers	Op Ex		Quarterly Monitoring and evaluation report	1 comment was made for land development within 1 of the Rural Service Centre	
“	“	Draft T.O.R for the development of District Land Acquisition Strategy Appointment of service provider for the development Land Acquisition strategy Establishment of project steering committee Draft project process plan Monitoring and evaluation report on development on the development of Land Acquisition strategy.	Sector Plan Budget		Draft T.O.R;		Not budgeted
Stand allocation/ demarcation	Develop database of all formal and informal settlement Delineation	Incorporate Land Forum Meetings into the District Corporate Calendar Convening four quarterly	Op Ex		Schedule of dates; quarterly reports	Advertised for 940 sites	Advertised for 940 sites due to budget shortfalls

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATE D	EXPEN DITUR E	1 ST QUARTER TARGET	ACTUAL	
	(demarcation) of urban edges in the growth points	Land Development Forums Provide quarterly reports on the outcomes of Land Development Forums					
Land Development Forums	Land Development Forums	Incorporate Land Forum Meetings into the District Corporate Calendar Convening four quarterly Land Development Forums Provide quarterly reports on the outcomes of Land Development Forums	<i>Op Ex</i>		<i>Schedule of dates; quarterly reports</i>	Land Forum Meeting dates incorporated in the District Corporate Calendar 1 report developed	
Land Reform	Land Reform Forum	Incorporate Land Reform Forum Meetings into the Corporate Calendar Convening four quarterly Land Development Forums Provide quarterly reports on the outcomes of Land Reform Forums	<i>Op Ex</i>		<i>Schedule of dates; quarterly reports</i>		
"	Land Reform Forums within LM's	Draft T.O.R for Local Municipalities Land Reform Forums Schedule for the establishment of Local Municipalities Land Reform Structures Report on the establishment of Land	<i>Op Ex</i>		<i>Draft T.O.R; Schedule of Meetings</i>		

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATE D	EXPEN DITUR E	1 ST QUARTER TARGET	ACTUAL	
		Reform Forums within Local Municipalities Monitoring and Evolution Report on LM's Land Reform meetings convened.					
Land Restitution	Area Base Plan	Coordinate the finalization of Area Based Plan Monitoring and Evaluation Report	<i>Op Ex</i>		<i>Monitoring and Evaluation Report</i>		
Land Summit Resolutions	Master Plans for each identified Nodal Point	Source funding for the development for Nodal Points Master plans	<i>Op Ex</i>		<i>Funding agencies; Source funding</i>		
“	District Single uniform process and procedure guideline for processing land development and land use applications	Conduct Research on local municipalities on pieces of legislative frameworks they are implementing for land development and land use applications Development of District single uniform processes and guidelines for processing land development and land use applications.	<i>Op Ex</i>		<i>Research report</i>	1 draft District single uniform process and procedure guideline	
“	Funding for land developments projects/ programmes within VDM	Identification of funding agencies for land development programme/ projects Source funding for land developments projects/ programmes within VDM Report on availability of funding assistance	<i>Op Ex</i>		<i>Funding agencies; Source funding</i>	1 funding agency identified. i.e. DBSA	

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATE D	EXPEN DITUR E	1 ST QUARTER TARGET	ACTUAL	
Land Use Management	Land Use Management Schemes of local Municipalities.	Coordinate the development and implementation of LUMS Within LM's Monitoring and Evaluation Report on the implementation of LUMS at Local Municipalities	<i>Op Ex</i>		1 Report	1 Report	
Geographic Information System	Data collection	Delineation of nodal points	<i>Op Ex</i>		1	1 cadastral shape file (Thulamela) created	
“	Data collection	Conduct research on VDM Area and size, Population & demographic information.	<i>Op Ex</i>		1	Non financial statistics data completed and submitted to national statistics dept	
“	“	Technical Departmental Projects.	<i>Op Ex</i>		1	Borehole(water) shape file created and merged	
“	“	Community Departmental Projects.	<i>Op Ex</i>		<i>Progress Report</i>	Next quarter	
“	“	All data collected information	<i>Op Ex</i>		1	1 Water map captured	
“	Data capturing and updates	Creation of VDM GIS Data base & administration(projects	<i>Op Ex</i>		<i>Progress Report</i>	Next quarter	
“	Data base management & administration	4 Reports, Customer survey and registers	<i>Op Ex</i>		1	1 report	Customer survey book created

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATE D	EXPEN DITUR E	1 ST QUARTER TARGET	ACTUAL	
“	Development and Management of maps supplied to clients	4 Reports	Op Ex		1	1 report	Customer survey book created
“	Conduct GIS Forum	1 Policy	Op Ex		Progress Report	0	Postponed due to stakeholders requests
IDP Review	IDP framework and process plan and process plan	IDP framework and process plan and process plan	Op Ex		1 Framework and 1 Process plan	1 Framework & 1 Process plan	Complete
“	DDPF meetings	DDPF meetings	Op Ex		Preparation & Analysis Phase	1 normal & 2 special meetings	
“	IDP Steering committee meetings	Op Ex	10		Strategies Phase	2	
“	IDP Rep Forum meetings	IDP Rep Forum meetings	Op Ex		Preparation & Analysis Phase	0	Outstanding Rep Forum to be held in the next quarter
“	Ward committee workshops	IDP Methodology Workshops	Op Ex		3	2	
“	Territorial council workshops	IDP Methodology Workshops	Op Ex		1	2	
“	Special group workshops	IDP Methodology Workshops	Op Ex		Progress Report	0	To be done in the next quarter
“	Business sector/ NGOs workshops	IDP Methodology Workshops	Op Ex		Progress Report	1	
Transport Planning: Intermodal	Development of Makhado Elim Taxi Rank	Monitoring and Evaluation of the Development of Makhado Elim Taxi Rank	Cap Ex		Monitoring	Letter to request confirmation of land have been submitted to	Awaiting for the confirmation for the availability of land from

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATE D	EXPEN DITUR E	1 ST QUARTER TARGET	ACTUAL	
Infrastructure (Bus and Taxis)						Makhado	Makhado Mun
“	Strengthening , revival and supporting of Transport Forum	Facilitation of the 4 Transport Forum meetings	Op Ex		1	1 Meeting held	
“	Strengthening , revival and support of Transport Task Team	Facilitation/Coordination of the Transport Task team	Op Ex		1	1 meeting held	
“	Strengthening , reviving and supporting the Taxi Council, Bus and Commuters Associations	Coordination of Taxi, Bus and Commuters Associations meetings	Op Ex		1	3 meetings i.r.o Thulamel,Mutale and Makhado held	Musina Local Transport Forum will be launched on the 14 October2010
“	Strengthening , reviving and supporting Local Municipality Transport Forum	Coordination of 16 Local Municipality Transport Forum meetings	Op Ex		4		Last quarter
Railway line and Airport	Coordination of the development of a rail line.	Coordinating 01 report on the development of a rail line Coordinating 01 report on the revival of Airport	Op Ex		0		Last quater
“	Coordination of the revival of the Airport	-	Op Ex		0	1	Draft document available and the final Workshop will be held on the12 October 2010
Non-motorized transport Plan & Facility	Development of Non motorized plan & implementation	Development & monitoring of Non Motorized plan	R1M	R150 000 00	01	1 Preliminary report available	

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATE D	EXPEN DITUR E	1 ST QUARTER TARGET	ACTUAL	
“	Coordination of Shova Kalula Development of 3km sidewalk(Sibasa Total Garage-Mbilwi Sec School,Phaswana-Bergflam)	Coordinating the Distribution of Bicycles Monitoring and evaluation of the development of the Sidewalk	R3M		01	Advert regarding the development of sidewalk has been submitted to Finance	The programme will be implemented during the next quarter on 08 October 2010. The advert for Non-Motorised have been submitted to Finance
“	Festive & Easter season & ordinary operations. Arrive alive	Festive & Easter season & ordinary operations. Arrive alive	R500 000.00		Progress Report	1 Preliminary report	
Traffic Congestion strategy	Developing Traffic congestion strategy by 2010/11	Traffic Congestion strategy by 2010/11	Op Ex		01Report (Preliminary)		
Testing Stations	Coordinating issues of compliance of testing facilities for both driving and vehicle licenses through meetings with Vhembe Licensing Forum and the Provincial Department of Roads and Transport	Coordinating issues of compliance of testing facilities for both driving and vehicle licenses through meetings with Vhembe Licensing Forum and the Provincial Department of Roads and Transport	Op Ex		01 Report		
Transport Planning Infrastructure Projects	Implementation of the Transport Planning Infrastructure Projects	Side walk from JJ Motors	R1m		Retention	Retention	
“	“	Masisi Taxi Rank	R2.1		Retention	Retention	
“	“	Makhado Taxi Rank	R3m		Planning	Feasibility Study	
“	“	Sidewalk to Mbilwi	R3m		Design	Advert	

4.2 RISK MANAGEMENT: ECONOMIC DEVELOPMENT DEPARTMENT

RISK DESCRIPTION	IMPACT OF RISK	CURRENT CONTROL MEASURES	EFFECTIVENESS OF CURRENT CONTROL MEASURES
Dilapidated of heritage site for tourism development	Moderate	Implementation of environmental management plan and tourism strategy	Effective
low economic growth	Critical	Implementation of LED strategy	Not effective (This cannot be done in one district but need the whole country)
insufficient workshops and trainings of informal business	Moderate	Implementation of LED strategy	Effective
Poor Planning	Moderate	Implementation of SDBIP	Effective
Declining of socio-economic growth	Critical	Monitoring and support through Forestry forum	Control and risk not quite aligned
unsafe and disintegrated non-motorized transport systems	Major	Development of non- motorized plan in progress	Effective
Incredible IDP	Critical	IDP framework and process plan	Effective
Poor attendance	Moderate	Implementation of the SDBIP	Risk and Control measure not clear
Lack of capacity	Major	Monitoring and support GIS district Forum	Not Effective

Makumule M. T
General Manager: Development & Planning

5. FINANCE DEPARTMENT

5.1 SDBIP REPORT

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATE D	EXPEN DITUR E	1 ST QUARTER TARGET	ACTUAL	
FINANCE DEPARTMENT							
Budget	To ensure that the MTEF allocations of all available municipal resources are done through a proper process as detailed in the MFMA.	Financial System	<i>R1m</i>		<i>Progress Report</i>	<i>Developed TOR</i>	
“	To ensure that the municipality spent 100% of its budget by 2010/11	Preparing financial statements that present the financial position, results and cash flow of the municipality by 31 August 2010	<i>Op Ex</i>		<i>1</i>	<i>1</i>	<i>Submitted to AG on the 31st August 2010</i>
“	To prepare financial statements which fairly present position, results and cash flow of the municipality	Preparing and submitting of monthly, quarterly, midyear and annual on budget implementation as required by MFMA	<i>Op Ex</i>		<i>3</i>		<i>Monthly Reports submitted</i>
“	To improve processes, procedures and quality of financial information	Reviewing the financial management policies and ensure approval by council by 30 May 2010	<i>Op Ex</i>		<i>Progress Report</i>	<i>On going</i>	<i>Policies reviewed and approved by council together with budget</i>
Expenditure: Creditors	To ensure that payment are made within 30 days from the day of receiving valid tax invoice	Preparation and reviewal of creditors reconciliation on monthly bases	<i>Op Ex</i>		<i>3</i>	<i>0</i>	<i>Reconciliation are done payment basis. Reconciliation reports for Q1 will reported in Q2</i>
“	To ensure that all creditors are paid within 30 days.	Monitoring the creditors age analysis	<i>Op Ex</i>		<i>3</i>		<i>Creditor age analysis for Q1 will be reported in</i>

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATE D	EXPEN DITUR E	1 ST QUARTER TARGET	ACTUAL	
							Q2
Assets	To safeguard the municipality assets and resources, as well as ensuring the financial policies are being implemented efficiently and effectively	Review the Asset Management policy	Op Ex		Progress Report	On going	Reconciliation are done on quarterly basis Report for Q1 will be tabled in Q2
“	To ensure that Property, Plant and Equipment are verified twice per year.	Quarterly updating of the Fixed Assets register	Op Ex		1	1	
“	“	Assets verification.	Op Ex		Progress Report	1	
Supply chain management	To ensure that procurement of goods and services is done following a process which is fair, equitable, transparent, competitive and cost-effective at all times	Monthly update on the procurement statistics and the implementation of supply chain management policy	Op Ex		1	1	Reports have been submitted to the Executive Mayor on a monthly basis
Revenue	To ensure maximum collection of revenue through the implementation of laid down policies and procedures regulating proper financial management, reporting and recording by the district municipality	Monthly Billing and reporting on the implementation of the credit control and debt collection policy	Op Ex		3	3	Local Municipalities are being billed on monthly basis although no positive response

5.2 RISK MANAGEMENT: FINANCE DEPARTMENT

RISK DESCRIPTION	IMPACT OF RISK	CURRENT CONTROL MEASURES	EFFECTIVENESS OF CURRENT CONTROL MEASURES
Limited resources not meeting the demands	Moderate	IDP processes, Public Participation, SDBIP, Budgeting processes	Effective
Under expenditure	Critical	Prepare Monthly expenditure report and send to Department	Monthly expenditure reports are sent to departmental heads
Incorrect reporting to the user of the financial information	Critical	Monthly reconciliations and reporting	Effective
Outdated financial information and related policies	Moderate	Training, Support from National and Provincial Treasury through circulars and gazettes	Effective
Incorrect reporting on budget spending	Critical	Monthly reconciliations and follow up of outstanding invoices	Effective
Non Compliance with the MFMA and interest charged on outstanding accounts	Critical	Monthly reconciliations and follow up of outstanding invoices	Non Effective
Loss of municipal assets and incorrect accounting	Critical	Asset Management policy	Effective
Non Compliance with the MFMA and possible litigations	Critical	Supply chain management policy that complies with the regulations	The municipality is currently complying with the supply chain management policy.
Unfunded budget by not collecting revenue	Critical	Credit control and debt collection policies in place. Appointed service provider to support the local and district municipality in collecting	Non Effective

5.3 REVENUE

Revenue by Source	TOTAL	Actual	Actual/Billing to date	Variance
Regional Service Levy Replacement Grant	37,809,000		14,125,518	23,683,482
Municipal Systems Improvement Grant	750,000		750,000	-
Municipal Infrastructure Grant	246,276,000		50,000,000	196,276,000
Equitable Shares	333,437,000		140,560,259	192,876,741
Local Government Finance Management Grant	1,000,000		1,000,000	-
Department of Water and Forestry Water Operations Subsidy	120,118,000	9,173,000	25,030,354	95,087,646
Department of Water Affairs and Forestry Projects Grant	8,730,000	(6,798,851)	7,661,492	1,068,508
Interest on Investment	27,459,631	1,016,016	3,312,169	24,147,462
Rental of Property	69,936	5,128	15,435	54,501
Sale of Tender Documents	513,306	69,359	155,470	357,836
EPWP	4,302,000		-	4,302,000
Water Sales	31,351,256	3,071,415	7,553,586	23,797,670
Roll over: Capital Projects Own Funds	9,453,629		9,453,629	9,453,629
Roll over: Capital Projects : Grants	52,753,970		52,753,970	52,753,970
Surplus from operations	57,465,733		57,465,733	57,465,733
Unspent funds 2008/9 - Additional Roll over for 2009/10 - Technical	91,627,973		91,627,973	91,627,973
Unspent funds 2008/9 - Additional Roll over for 2009/10 - Planning	28,339,745		28,339,745	28,339,745

Revenue by Source	TOTAL	Actual	Actual/Billing to date	Variance
Unspent funds 2008/9 - Additional Roll over for 2009/10 - Community	5,334,204		5,334,204	5,334,204
Sale of Manure	-	324	1,260	(1,260)
SARS Refund	109,935,715		109,935,715	109,935,715
Municipal Health		6,706,500	6,706,500	(6,706,500)
Interest on outstanding debts	-	221,903	447,330	(447,330)
Sundry Income		9,201	60,955	(60,955)
Fire Service fee	21,140	3,620	8,740	12,400
TOTAL REVENUE BY SOURCE	1,166,748,238	13,477,615	612,300,038	554,448,290

5.4 Cash as at 30 September 2010

Description	Total
Current Account	46 317 683
Call Account	847 478
Short-term investments	148 901 020

196 066 181

The balance on the current account has decreased by **R59 637 893**; there is an increase in the call and short term investment account.

5.5 Debtors as 30 September 2010

Municipality	Monthly billings	30 days	60 Days	90 Days	120+ days	TOTALS
Thulamela municipality	1 143 551	531 363	387 683	703 201	14 383 019	17 148 816
Makhado municipality	2 568 366	2 539 846	1 268 918	1 368 030	11 842 904	19 588 064
Mutale Municipality	25 921	30 298	31 210	30 065	218 469	335 963
Musina Municipality	96 909	88 234	78 663	84 344	84 344	432 494
Thusong centre	6 582	6 598	4 292	3 745	139 114	160 331
TOTAL	3 841 329	3 196 338	1 770 765	2 189 386	26 667 851	37 665 669

5.6 OPERATING EXPENDITURE

The overall operating expenditure for all the department by end of September 2010 is **R88 224 600** is **20%** of the allocated operating budget of **R439 906 150**. The detailed analysis of the operating expenditure per department is as follows: All departments were expected to have been spent **25%** of the budget by end of 30 September 2010. Explanation for the variance should be provided by departments where the percentage spent is less than **25%**

5.6.1 Corporate Services

KPA	Target	Budget	Actual to date	% Spent	Reasons for Variance
Employee related costs	100% spending for the monthly budget target	17 320 343	3,672,093	21%	
General expenditure	100% spending for the monthly budget target	40 078 032	6,100,332	15%	
Repairs and Maintenance	100% spending for the monthly budget target	2 461 602	172,380	7%	

5.6.2 Office of the municipal manager

KPA	Target	Budget	Actual	% Spent	Reasons for Variance
Employee related costs	100% spending for the monthly budget target	6 278 570	1,158,906	18%	

KPA	Target	Budget	Actual	% Spent	Reasons for Variance
General expenditure	100% spending for the monthly budget target	6 092 339	859,586	14%	

5.6.3 Council

KPA	Target	Budget	Actual	% Spent	Reasons for Variance
Remuneration of Councillors	100% spending for the monthly budget target	7 700 412	1,775,644	23%	
General expenditure	100% spending for the monthly budget target	1,988 551	376,096	19%	

5.6.4 Office of the executive mayor

KPA	Target	Budget	Actual	Variance	Reasons for Variance
Employee related costs	100% spending for the monthly budget target	7 872 582	1,266,936	16%	Staff recruitment posts not filled
General expenditure	100% spending for the monthly budget target	8 749 950	752,991	9%	Not all expenditures / commitments have been captured
Repairs and Maintenance	100% spending for the monthly budget target	170 057	0	0%	No repairs and maintenance were encountered

5.6.5 Office of the Speaker

KPA	Target	Budget	Actual	Variance	Reasons for Variance
Employee Related Costs	100% spending for the monthly budget target	166 386	52,387	8%	
General Expenditure	100% spending for the monthly budget target	602 122	227,082	38%	

5.6.6 Office of the Chief Whip

KPA	Target	Budget	Actual	Variance	Reasons for Variance
Employee Related Costs	100% spending for the monthly budget target	248 404	52,387	21%	
General Expenditure	100% spending for the monthly budget target	22 652	0	0%	No expenditure was incurred

5.6.7 Community Services

KPA	Target	Budget	Actual	Variance	Reasons for Variance
Employee related costs	100% spending for the monthly budget target	30 414 421	8,787,800	29%	Reached the expected percentage

KPA	Target	Budget	Actual	Variance	Reasons for Variance
General expenditure	100% spending for the monthly budget target	7 718 978	1,089,323	14%	Caused by non spending on protective clothing and uniform for fire services which will be advertised during the second quarter
Repairs and Maintenance	100% spending for the monthly budget target	3 881 704	1,235,750	33%	Reached the expected percentage

5.6.8 Planning and Development

KPA	Target	Budget	Actual	Variance	Reasons for Variance
Employee related costs	100% spending for the monthly budget target	8 536 109	1,835,391	22%	New positions still outstanding.
General expenditure	100% spending for the monthly budget target	14 370 135	1,074,820	7%	Programmes are on specification stage.
Repairs and Maintenance	100% spending for the monthly budget target	105 700	0	0%	No damages to be repaired during the month under review.

5.6.9 Water Services

KPA	Target	Budget	Actual	Variance	Reasons for Variance
Employee related costs	100% spending for the monthly budget target	50 831 671	20,550,604	40%	
General expenditure	100% spending for the monthly budget target	128 645 839	20,411,141	16%	
Repairs and Maintenance	100% spending for the monthly budget target	38 383 217	5,916,036	16%	

5.6.10 Environmental Health Services

KPA	Target	Budget	Actual	Variance	Reasons for Variance
Employee related costs	100% spending for the monthly budget target	8 632 577	1,943,664	23%	
General expenditure	100% spending for the monthly budget target	3 126 852	125,680	4%	
Repairs and Maintenance	100% spending for the monthly budget target	6 286	0	0%	

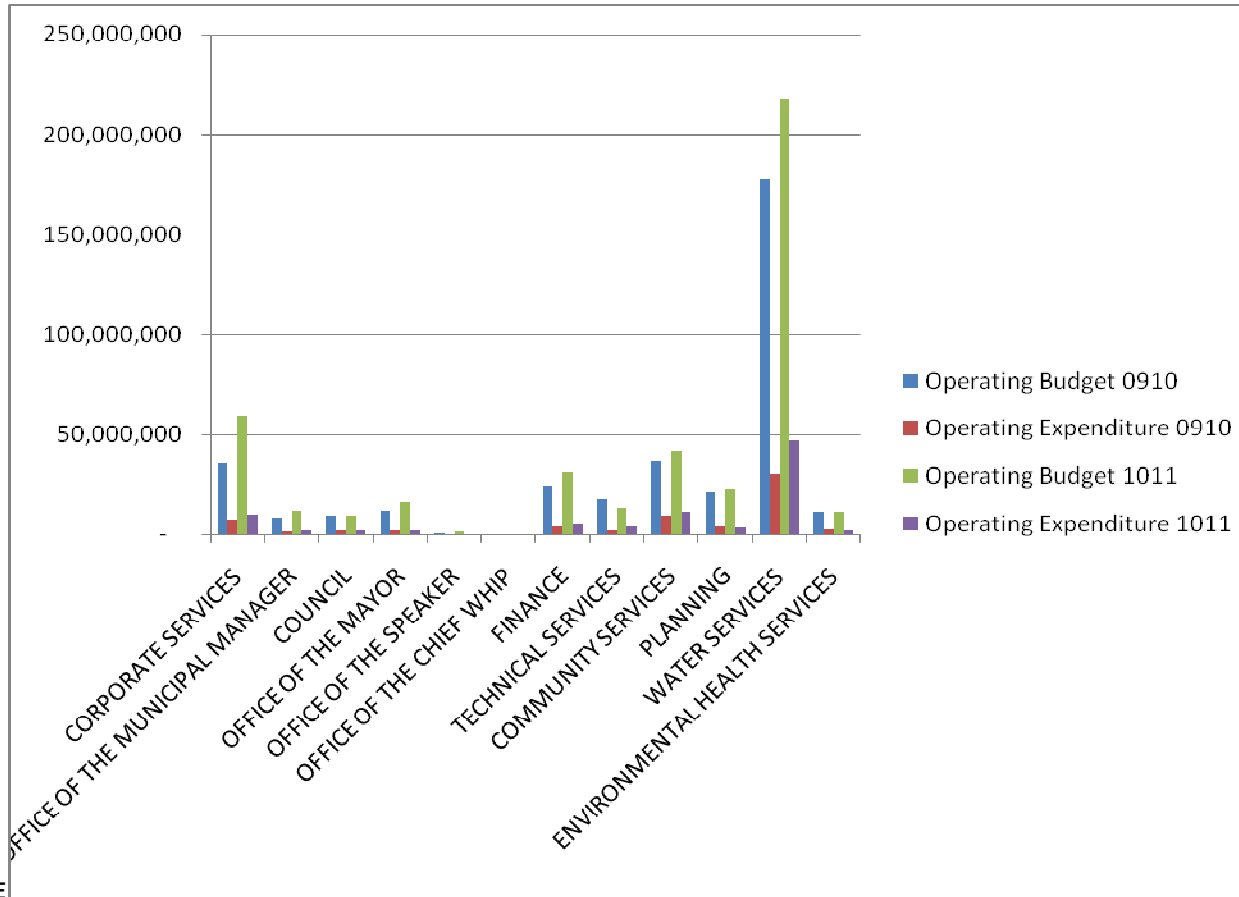
5.6.11 Finance

KPA	Target	Budget	Actual	Variance	Reasons for Variance
Employee related costs	100% spending for the monthly budget target	13 412 665	2,667,821	20%	
General expenditure	100% spending for the monthly budget target	18 022 877	2,535,660	14%	
Repairs and Maintenance	100% spending for the monthly budget target	50 000	0	0%	

5.6.12 Technical Services

KPA	Target	Budget	Actual	Variance	Reasons for Variance
Employee related costs	100% spending for the monthly budget target	10 696 452	1,788,779	17%	
General expenditure	100% spending for the monthly budget target	2 990 113	1,795,310	60%	

COMPARISON OF 2009/10 AND 2010/11 OPERATING EXPENDITURE FOR



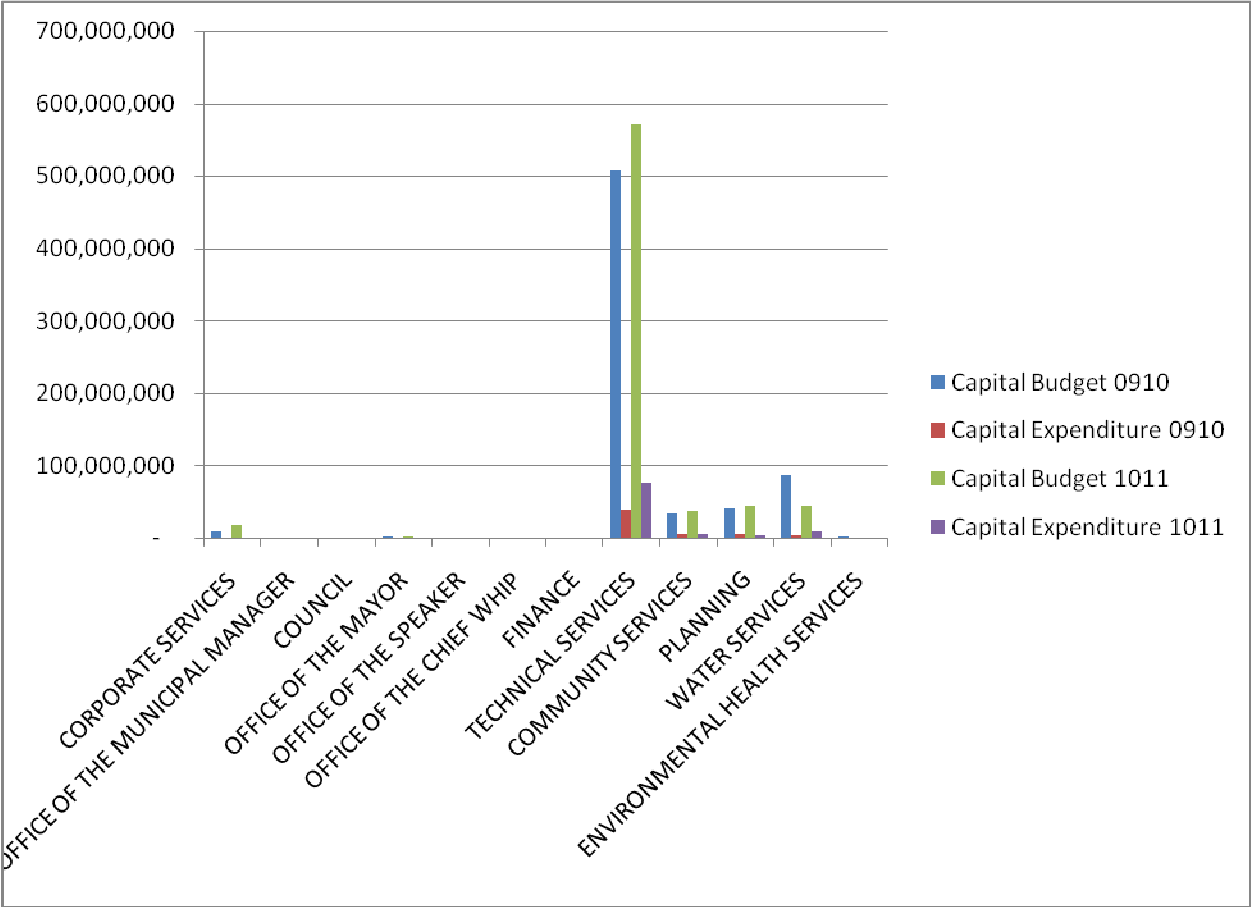
SEPTEMBER

6. CAPITAL EXPENDITURE

The overall capital expenditure for all the department for September 2010 is **R44 847 880** which is **13%** of the allocated capital budget of **R724 382 448**. All departments were expected to have been spent **25%** of the budget by end of 30 September 2010. Explanation for the variance is provided where the percentage spent is less than **25%**.

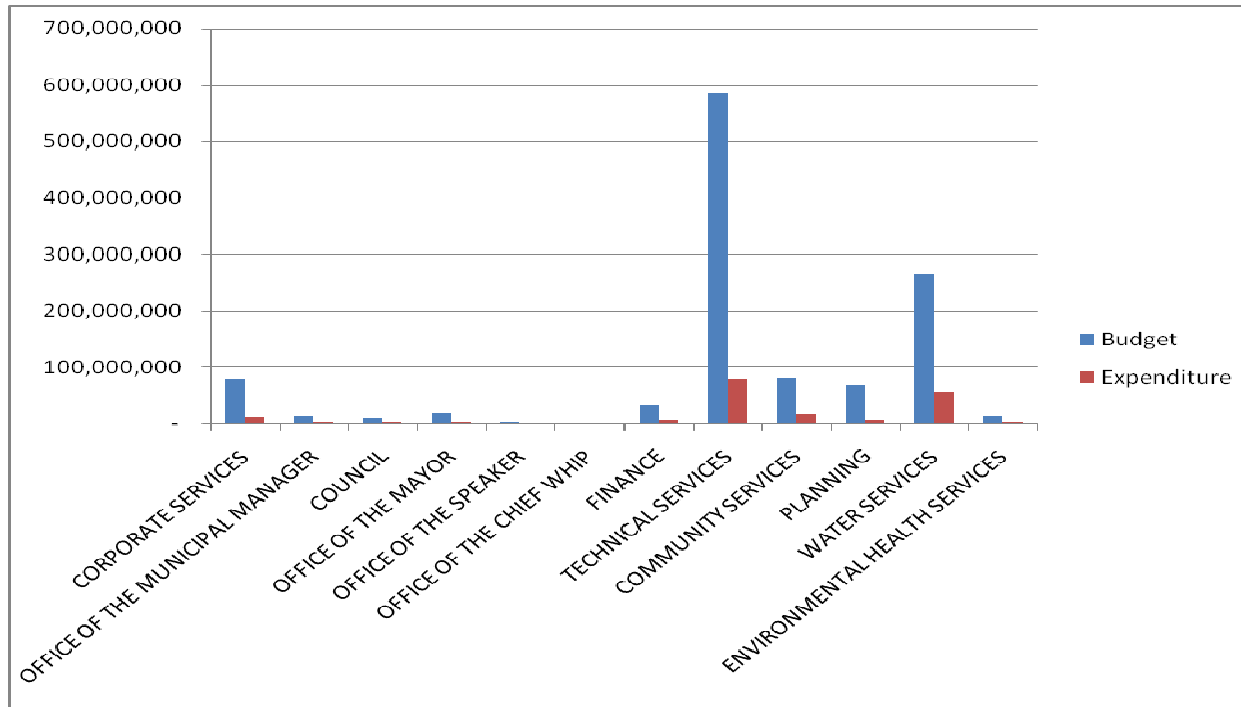
Department	Target	Budget	Actual	Variance	Reasons for Variance
Corporate Services	100% spending for the monthly budget target	18 203 629	234 503	8%	
Office of the Executive Mayor	100% spending for the monthly budget target	3 150 000	540	0%	Project under implementation with no claim yet
Community Services	100% spending for the monthly budget target	39 084 203	5 591 366	17%	No reason for variance because we have reached the expected percentage
Planning and Development	100% spending for the monthly budget target	45 848 295	2 791 497	6%	Specifications are submitted to finance for the rolling out of the programmes.
Water Services	100% spending for the monthly budget target	45 000 000	8 531 648	23%	
Environmental Health Services	100% spending for the monthly budget target	1 500 000	0	0%	
Finance	100% spending for the monthly budget target	1 528 500	116 156	22%	
Technical Services	100% spending for the monthly budget target	571 527 461	76 090 878	13%	Delay in adjudicating tenders and slow pace of service provider to execute awarded projects

COMPARISON OF 2009/10 AND 2010/11 CAPITAL EXPENDITURE FOR SEPTEMBER



Overall expenditure is **16%** of the total budget of **R1 166 748 238** .The expenditure should be at **25%** during the end of the period under review. The total expenditure for the September 2010 both operating and capital amounts to **R181 346 145** which is funded from the cashed back funds collected to date. Total cash backed collection from grants and other sources amounts to **R366 203 575** which is **31%** of the total budgeted revenue. The municipality has spent less than what was collected to date.

BUDGET VS EXPENDITURE FOR SEPTEMBER 2010



Ramatlhape M. L
Chief Financial Officer

6 OFFICE OF THE EXECUTIVE MAYOR

6.1 SDBIP REPORT

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATE D	EXPEN DITUR E	1 ST QUARTER TARGET	ACTUAL	
OFFICE OF THE EXECUTIVE MAYOR							
Communication: Newsletter	Having quarterly quality produced news letter.	Having quarterly quality produced news letter.	R620 000.00		1	1	It is with printers
Media liaison	Organizing bi-annually press conference	Organizing bi-annually press conference	Op Ex		1		1To be organized by December
Thusong Service Centre	Holding community meetings and doing service delivery road shows	Renovation and upgrading of Thusong Multipurpose center	Op Ex		2	1	
“	Quarterly Mobile Service unit- visit and 01 workshop annually	Quarterly Mobile Service unit- visit and 01 workshop annually	Op Ex		1	1	
Communication research	Conducting quarterly service delivery research	Conducting quarterly service delivery research	Op Ex		1	1	
Public participation research	Make research before the imbizo and conducting follow-up visit to check on issues raised and commitments made after 07 days	Public participation programme (Imbizo, IDP & Budget consultation)	Op Ex		1	1	
Community Liaison	Visit two wards per months in order to produce 01 monthly report	Visit two wards per months in order to produce 01 monthly report	Op Ex		6	1	
Environmental impact	Conduct research after media, grapevine and	Conduct research after media, grapevine and	Op Ex		1	1	

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATE D	EXPEN DITUR E	1 ST QUARTER TARGET	ACTUAL	
assessment	community uprising	community uprising					
Marketing	Quarterly information brochures (utilize national and international circulating publication to market the district)	Publicity programme (Events publications)	R951 000.00		1	1	A brochure was produced
District government communication forum (DGCF)	Quarterly DGCF meeting and 01 annual communication conference Coordination of government and government related events in the district	Quarterly DGCF meeting and 01 annual communication conference Coordination of government and government related events in the district	Op Ex		1 1	1	
“	Reviewed communication strategy	Reviewed communication strategy	Op Ex		Progress Report	0	To be done by December
Speakers' programme	Increase in understanding of Human Rights issues	Workshop on Human rights	R52 850.00		Progress Report		For 3 rd Quarter
“	Increase participation on womens' day amongst women	International Women's Day Celebration	R52 850.00		Progress Report	1	
“	Increase understanding of governance issues in the ward committees	C-ordinate training of ward committees on governance	R320 905.00		Progress Report	1	In partnership with CGTA
“	Women capacitated on parliamentary issues	Conduct meetings on Women in Parliament	R60 472.00		1	0	
“	Reduction in the level of poverty	Conduct Meetings on Social Cohesion	R8 545.00			1	Funding campaign for family house in

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATE D	EXPEN DITUR E	1 ST QUARTER TARGET	ACTUAL	
							Gogogo has been launched
“	Improve understanding on service delivery issues within the communities	Speakers' forum Meetings	R10 570.00		1	0	
Public Participation:	Mayoral Izimbizo	Review sector plans	R2,5m Op Ex		1	1	
IDP Rep Forum and Mayoral Imbizos							
“	IDP public consultation meeting	IDP public consultation meeting	Op Ex		-		
Special Programmes:	Coordinating one event per quarter for MRM in the District	Induction workshop for MRM, Men's Dialogue, Outreach programmes (popularization of charter for positive values), awareness campaign.	R130,000		1	1	Workshop conducted
Moral Regeneration Movement							
Persons living with Disability	Coordinating one event per quarter for Persons with Disability in the District	Workshop on procurement policy, campaign on NO abuse to PWD, Celebrating International day PWD, Economic Empowerment Summit for PWD	R200,000		1	1	Workshop held
Youth	Coordinating and organizing two District Youth events per quarter	Youth summit (information day), young Sawid, economic summit, HIV awareness camp, go back to school camp, election seminar, memorial lectures, youth parliament	R400,000		2	1	Young SAWID Workshop held

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATE D	EXPEN DITUR E	1 ST QUARTER TARGET	ACTUAL	
Children	Coordinating and organizing one District Children's event per quarter	Music competition, sports day, cultural festival, children's day	R200,000 <i>Op Ex</i>		1	1	Music competition held
Gender	Coordinating one event per quarter for Gender in the District	Women's month celebs, 16 days of activism campaign, workshop on promotion of health lifestyle and financial independency, GBV workshop, rural women economic empowerment seminar.	R185,000		1	1	Women's month celebration event
Senior Citizens	Coordinating and organizing one District Senior Citizen's event per quarter	Older Persons Rights campaign, District Senior Citizen celebrations, Pay point visit campaign, Educational special tour, Big walk campaign	R185,000 <i>Op Ex</i>		1	1	Older Persons' Rights Campaign

6.2 RISK MANAGEMENT: OFFICE OF THE EXECUTIVE MAYOR

RISK DESCRIPTION	IMPACT OF RISK	CURRENT CONTROL MEASURES	EFFECTIVENESS OF CURRENT CONTROL MEASURES
None participation by the stakeholders	Critical	Editorial team should be functional	Participation is still very resulting delay in finalization of the news letter articles
Failure to meet submission dead lines of news letters articles by departments	Critical	Schedule and due dates for the events	Still a major challenge as depts. Don't comply to deadline
Poor public relations, media relations and negative reporting of the municipality	Critical	Adequate staff to attend meetings, Adherence to the meeting schedule	Staff complement still inadequate. Public relations is improving due to improvements in the attendance of sector depts
Failure to adhere to the meeting schedule	Critical	Usage of one official	While this still occurs there is more consistency in attendance

RISK DESCRIPTION	IMPACT OF RISK	CURRENT CONTROL MEASURES	EFFECTIVENESS OF CURRENT CONTROL MEASURES
Lack of human resources	Critical	Usage of one official	Not effective
Failure to acquire the information on time, lack of staff	Critical	Rely on information provided by departments	Effective
Failure to acquire the information on time from internal stakeholders	Critical	Communicators forum is used to compile relevant information	Effective
Failure to convene meetings	Critical	Corporate calendar, Programme of action	Effective
None attendance of stakeholders to meeting will lead to failure to gather inputs		Communicators forum should be held quarterly	Effective

Razwiedani S. S
General Manager: Office of the Executive Mayor

7 OFFICE OF THE MUNICIPAL MANAGER
7.1 SDBIP REPORT

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATE D	EXPEN DITUR E	1 ST QUARTER TARGET	ACTUAL	
OFFICE OF THE MUNICIPAL MANAGER							
Performance Management System (PMS):	Coordinating Performance assessment on quarterly basis	Quarterly Review Meetings	<i>Op Ex</i>		1	1 Meeting co-ordinated	None
Organisational PMS							
“	Adherence to targets as outlined in the SDBIP	Packaged copies of SDBIP for all employees	<i>R400 000.00</i>		<i>Compilation & distribution of SDBIP</i>	Compiled and 146 copies distributed	
“	Produce 01 organizational performance report per quarter	Performance Management programme	<i>Op Ex</i>		1	Performance report for 2009/10 compiled	
Employee(Individual) PMS	Signed performance agreements before 30 July 2011	Signing performance agreements before 30 July 2011	<i>Op Ex</i>		<i>1022 agreements</i>	830 officials transferred from DWA officials signed.	
“	Increased knowledge in the implementation of performance management	To conduct PMS workshops	<i>Op Ex</i>		1	1 workshop conducted for Junior firefighters	46 officials trained
“	Employees' performance assessed on quarterly basis	Coordinate assessment of employees' performance	<i>R2m</i>		1	Two meetings held in preparation for final assessment	The assessment are for officials transferred from DWA
“	Employee of the quarter/year award selection criteria developed.	To facilitate the development of selection criteria on employee of the quarter and annual awards by 2010/11.	<i>Op Ex</i>		<i>Request inputs from departments</i>	Advert issued for integration of VDM,DWA & Health PMS policies	The selection criteria will be informed for the final policy

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATE D	EXPEN DITUR E	1 ST QUARTER TARGET	ACTUAL	
Monitoring and Evaluation: 5 year Local Government Strategic agenda	Produce reports on the five year local Government Strategic Agenda	Report compilation	<i>Op Ex</i>		1	1	Reports are sent to DLGH on a quarterly basis
Service delivery standards	Awareness workshops, Continuous monitoring, Annual review	Awareness workshops, Continuous monitoring, Annual review	<i>Op Ex</i>		1	1	Reviewed annually
Project site visit	Visit 10 projects per quarter	Visit 10 projects per quarter	<i>Op Ex</i>		1	15	None
Service excellence awards	Filling the Vuna Awards application forms and submit to COGTA within due date and presentations when required	Ensure that the Municipality successfully participates in Vuna Awards	<i>Op Ex</i>		<i>Progress Report</i>	1	Process is initiate by Provincial Department
Service delivery information data base	Visit best performing municipalities for benchmarking on best practices	Visit best performing municipalities for benchmarking on best practices	<i>Op Ex</i>		1	0	Two visits planned for 2 nd quarter
Intergovernmental Relations (IGR): Clusters (G&A, Economic, Social, Infrastructure & Justice)	To ensure full participation of all spheres and tiers of government in the IGR in the District in order to comply with IGR Framework Act.	Conducting intergovernmental relations workshops with all organs of state Cluster Meetings	<i>Op Ex</i>		1	Workshop not conducted 1 cluster meeting	Workshop to be conducted in the next quarter
District Technical Municipal Manager's	“	Quarterly Meetings	<i>Op Ex</i>		1	1	
District Mayors'	“	District intergovernmental	<i>R100</i>		1	0	Meeting

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATE D	EXPEN DITUR E	1 ST QUARTER TARGET	ACTUAL	
forum		relation summit Quarterly Meetings	000				postponed
Audit: Internal Audit Unit	“	Functional internal Audit system	R250 000.00		Progress Report	We are developing terms of reference	
“	“	Implement the Professional Practice Framework Standards in our functions	Op Ex		1	Done	
“	“	Developing audit methodology	Op Ex		Progress Report	Done, and approved by the audit committee at Audit committee meeting 17 September 2010	
“	“	Capacitating or co-sourcing internal audit staff	Op Ex		1	Co-sourcing on tender	
Audit Committee	-	Quarterly meetings	Op Ex		1	1st meeting was held on the 17 September 2010	
Oversight Committee	-	Adhering to legislative framework i.e MFMA, No 56/2003 and Treasury regulations Oversight Report to the Annual Report	Op Ex		Progress Report	Draft annual report is in place	
Risk management	To review and implement an effective and efficient Risk Management Strategy	Review the Risk Management Strategy	Op Ex		Conduct analysis of the strategy	Not done	
“	“	Review Risk Registers	Op Ex		Updating the level of risk	Annual Risk Assessment was	

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATE D	EXPEN DITUR E	1 ST QUARTER TARGET	ACTUAL	
					on the risk register	performed on the 26 August 2010	
“	“	Risk Committee Meetings	Op Ex		1	Not done	
“	To conduct one awareness campaigns	Risk awareness Campaigns	R100 000.00		Progress Report	6 August 2010 a workshop was conducted	
Corruption & Fraud	To review and implement an efficient and effective Anti-Fraud and Corruption Strategy within the district.	Awareness campaigns on fraud and other irregularities	Op Ex		1	Not done	
“	“	Development of Fraud hotline	R450 000.00		Progress Report	Not done	
“	“	Implement an effective and efficient Whistle Blowing Policy	Op Ex		1	Not done	
“	To conduct 01 awareness campaign by 2010/11	Awareness Campaigns	Op Ex		Progress Report	Not done	
Legal Services: By-laws	To make sure that the municipality promulgates all the relevant bylaws needed for proper governance in the community.	Promulgate following all legal steps Drafting and policing of by-laws. (Musina)	Op Ex		Circulation of bylaws and reporting	Not done	
“	To control and manage various issues through by-laws.	Implementation of by-laws	Op Ex		Implementation	Not done	
Compliance	To make sure that the municipality complies with all the statutory mandates given to it.	Adhere to given deadlines	Op Ex		Quarterly report	Not done	
Legal disputes	Defense of all matters against the municipality	Have attorneys ready at all times to go to court when	Op Ex		Consultation with and	Achieved	

PRIORITY ISSUE	OUTPUT	MEASURE OR INDICATOR	BUDGET		1 ST QUARTER DELIVERABLES		COMMENT
			ALLO CATE D	EXPEN DITUR E	1 ST QUARTER TARGET	ACTUAL	
	and instituting matters for the municipality.	the need arise to defend the municipality			reporting		
Advice and Opinion	To give opinion and advice on all legal matters as requested by both the administration and the political component.	Give opinion and advice on all legal matters as requested	Op Ex		Quarterly report	Not done	

7.2 RISK MANAGEMENT: OFFICE OF THE MUNICIPAL MANAGER

RISK CATEGORY	RISK DESCRIPTION	IMPACT OF RISK	CURRENT CONTROL MEASURES	EFFECTIVENESS OF CURRENT CONTROL MEASURES
PMS	None compliance to deadlines	Critical	Adherence to corporate calendar. Issue circular to remind GMs for submission of reports.	Effective
PMS	None availability of job descriptions	Critical	Usage of draft job descriptions	Not effective (Performance agreement is a legal document which requires the consent of both the employer and the employee's consent, as well as the involvement of Labour unions)
M&E	Poor service delivery	Critical	Monitoring and evaluation of service delivery standards	Effective
M&E	None adherence to project schedule	Critical	Develop an action plan for visits	Effective
AUDIT	Negative audit opinion	Critical	Implementation of an approved action plan Established operation clean audit task team and Audit Committee	Effective
M&E	Unavailability of service delivery information	Critical	Training officials on the procured system	Effective

RISK CATEGORY	RISK DESCRIPTION	IMPACT OF RISK	CURRENT CONTROL MEASURES	EFFECTIVENESS OF CURRENT CONTROL MEASURES
PMS	Failure to review and adhere to the strategy	Critical	Quarterly reports	Effective
RISK	Failure to conduct the awareness campaign	Critical	Issue invitation in advance	Not effective, there is no dedicated official for risk.
LEGAL SERVICES	None availability of promulgated by-laws	Critical	Draft by-laws are approved by Council	Not effective
LEGAL SERVICES	None availability of promulgated by-laws	Critical	Draft by-laws are approved by Council	Not effective
LEGAL SERVICES	Negative audit opinion, compromised good governance	Critical	Implementation and adherence of Approved policies, procedure and regulations	Effective , Audit task team in place to deal with the audit action
LEGAL SERVICES	Losing cases, vacant legal services post	Critical	Adherence to procedure and outsourcing of legal expertise Implementation of the Retention strategy	Not effective , it took long to feel the vacant position
LEGAL SERVICES	Misinformed legal opinion	Critical	Request advices from legal services on legal matters Outsourcing of legal expertise	Effective
RISK	Failure to review risk management strategy	Critical	Assigned duties to Internal Audit Services	Not done
IGR	None integration of special focus groups into government programmes	Critical	Organised forums in the District and Local Municipalities Programme of Action for coordinating special groups	Effective
AUDIT	Insufficient human resources. Enabling environment	Critical	Co sourcing internal audit activities Continuous engagement of GMs through internal audit charter	Effective
AUDIT	Ineffective audit committee Inexperience Audit committee members	Critical	Develop of calendar for meetings Remunerating members for sittings	Effective
PMS	Departments not submitting annual report information on time	Critical	Usage of quarterly reports . Issuing of memos of reminders to various departments.	Effective

Tshivhengwa N. F: Acting Municipal Manager: Vhembe District Municipality