

VHEMBE DISTRICT MUNICIPALITY



*Mid-Year
Section 72
Organisational
Performance
and Budget
Assessment
Report*

2016/2017

Contents

ITEM	PAGE
1. INTRODUCTION	2
2. LEGISLATIVE REQUIREMENTS (Extracts from the MFMA)	2
2.1. Section 72: Mid-Year Budget and Performance Assessment	2
2.2. Section 54: Budgetary control and early identification of financial problems	2
SECTION A: FINANCIAL STATEMENTS AS AT 31 DECEMBER 2016	3
1. EXPENDITURE	3
1.1. Operating Expenditure	3
1.2. Capital Expenditure	6
2. REVENUE COLLECTION	7
2.1. Transfers and Grant Receipts	7
2.2. REVENUE COLLECTION AND ADJUSTMENT	8
2.3. Overall Assessment of Revenue Collection	10
2.4. Own Funding	11
2.5. Overall Revenue Conclusion	11
3. RECOMMENDATIONS	12
Section B: Performance Against the SDBIP Indicators and Targets	13
1. Technical Services Department	13
1.1. Technical Services SDBIP Mid-Year Report	13
1.2. MIG Projects	20
1.3. Technical Services Infrastructure Operations, Maintenance and Refurbishment Projects/ Programme	23
2. Community Services Department	28
2.1. Community Services SDBIP Mid-Year Report	28
2.2. Community Services Capital Projects	34
3. Development Planning Department	35
4. Corporate Services Department	44
5. Finance Department	53
6. Office of The Municipal Manager	62
7. Office of the Executive Mayor	72
8. Conclusion	76

1. INTRODUCTION

This is the Mid-Year Organisational Performance Report. It is aimed at providing an overview of how the municipality performed during the first two quarters of the financial year 2016 / 2017. The report will, amongst other things, outline the progress made in the implementation of projects and programmes entailed in our strategic plans (IDP and SDBIP).

2. LEGISLATIVE REQUIREMENTS (Extracts from the MFMA)

2.1. Section 72: Mid-Year Budget and Performance Assessment

The Accounting Officer 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 –
 - The monthly statements referred to in section 71 for the first half of the financial year
 - The municipality's service delivery performance during the first half of the financial year, and the service delivery targets and performance indicators set in the Service Delivery and Budget Implementation Plan
 - The past year's Annual Report, and progress on resolving problems identified in the annual report
- b) The Accounting Officer of a municipality must further submit a report of such assessment to –
 - The Mayor of the municipality
 - The National Treasury and
 - The relevant Provincial Treasury

2.2. Section 54: Budgetary control and early identification of financial problems

4. On receipt of a statement or report submitted by the accounting officer of the municipality in terms of section 71 or 72, the Mayor must :-
 - a) Consider the statement or report
 - b) Check whether the municipality's approved budget is implemented in accordance with the Service Delivery and Budget Implementation Plan

- c) Consider and, if necessary, **make any revision to the Service Delivery and Budget Implementation Plan provided that revisions to the service delivery targets and performance indicators in the plan may only be made with the approval of Council following approval of an adjusted budget.**
- d) Issue any appropriate instructions to the Accounting Officer to ensure that the budget is implemented in accordance with the Service Delivery and Budget Implementation Plan.
- e) In the case of a section 72 report (Mid-Year Budget and Performance Assessment), submit the report to council by 31 January of each year.

SECTION A: FINANCIAL STATEMENTS AS AT 31 DECEMBER 2016

1. EXPENDITURE

4.1. Operating Expenditure

For the first six months of the financial year the operating expenditure amounted to **R 300,825,869.37** which reflect 41% of the Operating budget of the Municipality of **R 727,400,333.00**

DC34 Vhembe - Table C4 Monthly Budget Statement - Financial Performance (revenue and expenditure) - M06 December										
Description	Ref	2015/16	Budget Year 2016/17							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
Revenue By Source										
Property rates								-		
Property rates - penalties & collection charges								-		
Service charges - electricity revenue								-		
Service charges - water revenue		43,987	92,749		2,841	44,244	46,375	(2,131)	-5%	92,749
Service charges - sanitation revenue								-		

Service charges - refuse revenue								-		
Service charges - other								-		
Rental of facilities and equipment								-		
Interest earned - external investments		11,527	15,761		3,093	16,582	7,880	8,702	110%	15,761
Interest earned - outstanding debtors								-		
Dividends received								-		
Fines								-		
Licences and permits								-		
Agency services								-		
Transfers recognised - operational		760,033	751,753		207,992	470,300	375,877	94,424	25%	751,753
Other revenue		14,984	800		39	552	400	152	38%	800
Gains on disposal of PPE								-		
Total Revenue (excluding capital transfers and contributions)		830,531	861,063	-	213,965	531,678	430,531	101,146	23%	861,063
Expenditure By Type										
Employee related costs		265,041	465,117		36,697	231,155	232,559	(1,404)	-1%	465,117
Remuneration of councillors		11,034	10,313		988	4,566	5,157	(590)	-11%	10,313
Debt impairment			35,813		0	0	17,907	(17,907)	-100%	35,813
Depreciation & asset impairment		81,839	31,770		0	0	15,885	(15,885)	-100%	31,770
Finance charges							-	-		
Bulk purchases		470	11,500		0	0	5,750	(5,750)	-100%	11,500
Other materials		142,957	23,405		1,534	10,790	11,703	(912)	-8%	23,405
Contracted services		-	19,454		1,960	1,960	9,727	(7,767)	-80%	19,454
Transfers and grants		3,124	4,353		-	4,656	2,177	2,480	114%	4,353

Other expenditure		179,717	157,236		3,837	47,698	78,618	(30,919)	-39%	157,236
Loss on disposal of PPE								-		
Total Expenditure		684,182	758,962	-	45,015	300,826	379,481	(78,655)	-21%	758,962
Surplus/(Deficit)		146,349	102,101	-	168,950	230,852	51,050	179,802	0	102,101
Transfers recognised - capital		215,419	678,880		196,984	405,971	339,440	66,531	0	678,880
Contributions recognised - capital								-		
Contributed assets								-		
Surplus/(Deficit) after capital transfers & contributions		361,768	780,981	-	365,934	636,823	390,490			780,981
Taxation								-		
Surplus/(Deficit) after taxation		361,768	780,981	-	365,934	636,823	390,490			780,981
Attributable to minorities										
Surplus/(Deficit) attributable to municipality		361,768	780,981	-	365,934	636,823	390,490			780,981
Share of surplus/ (deficit) of associate										
Surplus/ (Deficit) for the year		361,768	780,981	-	365,934	636,823	390,490			780,981

4.2. Capital Expenditure

The expenditure on the overall capital budget for the six months is **R 196,347,526.81** representing a **27%** spending on the capital budget of **R 719,553,018.00**

Capital Expenditure - Standard Classification										
Governance and administration		5,425	14,733	-	-	45	7,366	(7,322)	-99%	14,733
Executive and council								-		
Budget and treasury office		-	2,533			18	1,266	(1,249)	-99%	2,533
Corporate services		5,425	12,200			27	6,100	(6,073)	-100%	12,200
Community and public safety		4,435	9,340	-	-	-	4,670	(4,670)	-100%	9,340
Community and social services		4,435	9,340				4,670	(4,670)	-100%	9,340
Sport and recreation								-		
Public safety								-		
Housing								-		
Health								-		
Economic and environmental services		2,281	2,293	-	-	-	1,147	(1,147)	-100%	2,293
Planning and development		2,281	2,293				1,147	(1,147)	-100%	2,293
Road transport								-		
Environmental protection								-		
Trading services		149,325	693,137	-	58,046	196,348	346,569	(150,221)	-43%	693,137
Electricity								-		
Water		149,325	693,137		58,046	196,348	346,569	(150,221)	-43%	693,137
Waste water management								-		
Waste management								-		
Other								-		
Total Capital Expenditure - Standard Classification	3	161,467	719,503	-	58,046	196,392	359,752	(163,359)	-45%	719,503

5. REVENUE COLLECTION

5.1. Transfers and Grant Receipts

DC34 Vhembe - Supporting Table SC6 Monthly Budget Statement - transfers and grant receipts - M06 December										
Description	Ref	2015/16	Budget Year 2016/17							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance	Full Year Forecast
R thousands									%	
RECEIPTS:	1,2									
Operating Transfers and Grants										
National Government:		688,041	859,903	-	207,992	545,900	636,900	(91,000)	-14.3%	859,903
Local Government Equitable Share		681,432	746,981		207,992	466,416	557,416	(91,000)	-16.3%	746,981
Finance Management		940	1,460			1,460	1,460			1,460
Water Services Operating Subsidy		1,325	108,000			75,600	75,600			108,000
EPWP Incentive		4,344	3,462			2,424	2,424			3,462
Other transfers and grants [insert description]								-		
Provincial Government:		-	-	-	-	-	-	-	-	-
Other transfers and grants [insert description]								-		
District Municipality:		17,776	11,745	-	3,132	17,134	5,872	11,261	191.8%	11,745
other income		6,268	761		39	552	381	171	44.9%	761
interest		11,507	10,983		3,093	16,582	5,492	11,091	202.0%	10,983
Other grant providers:		-	-	-	-	-	-	-	-	-
[insert description]								-		
Total Operating Transfers and Grants	5	705,817	871,648	-	211,124	563,034	642,772	(79,739)	-12.4%	871,648
Capital Transfers and Grants										
National Government:		668,475	570,880	-	195,991	330,371	366,171	-		570,880
Municipal Infrastructure Grant (MIG)		504,531	497,287		195,991	328,378	328,378	-		497,287

Regional Bulk Infrastructure		162,000	71,600			-	35,800			71,600
Public Transport and Systems		1,944	1,993			1,993	1,993			1,993
Other capital transfers <i>[insert description]</i>									-	
Provincial Government:		-	-	-	-	-	-	-	-	-
									-	
District Municipality:		61,568	66,568	-	376	3,151	33,284	(30,133)	-90.5%	66,568
<i>Connections</i>			5,000		376	376	2,500	(2,124)	-85.0%	5,000
Water sales		61,568	61,568		-	2,775	30,784	(28,009)	-91.0%	61,568
Other grant providers:		-	-	-	-	-	-	-	-	-
									-	
Total Capital Transfers and Grants	5	730,043	637,448	-	196,367	333,522	399,455	(30,133)	-7.5%	637,448
TOTAL RECEIPTS OF TRANSFERS & GRANTS	5	1,435,859	1,509,095	-	407,491	896,555	1,042,227	(109,872)	-10.5%	1,509,095

5.2. REVENUE COLLECTION AND ADJUSTMENT

DESCRIPTION	BUDGET 2016/17	TOTAL	VARIANCE	Adjustment	Adjusted Budget	% Adjusted
Municipal Infrastructure Grant	497,287,000.00	328,378,000.00	168,909,000.00	0	497,287,000.00	0%
Equitable Shares	681,784,000.00	466,416,000.00	215,368,000.00	0	681,784,000.00	0%
RSC Replacement Grant	62,192,000.00	-	62,192,000.00	0	62,192,000.00	0%
Department of Transport Grant (Rural Road Asset Management)	1,993,000.00	1,993,000.00	-	0	1,993,000.00	0%

DESCRIPTION	BUDGET 2016/17	TOTAL	VARIANCE	Adjustment	Adjusted Budget	% Adjusted
Grant)						
Infrastructure Skill Development Grant	2,855,000.00	-	2,855,000.00	(2,855,000.00)	0	-100%
Local Government Financial Management Grant	1,460,000.00	1,460,000.00	-	0	1,460,000.00	0%
Department of Water Affairs - RBIG	71,600,000.00	-	71,600,000.00	0	71,600,000.00	0%
EPWP	3,462,000.00	2,424,000.00	1,038,000.00	0	3,462,000.00	0%
Department of Water Affairs - MWIG	108,000,000.00	75,600,000.00	32,400,000.00	0	108,000,000.00	0%
BIOSPHERES	150,000.00	-	150,000.00	0	150,000.00	0%
Interest on Investment	10,983,305.68	16,582,164.92	(5,598,859.24)	8,291,082.46	19,274,388.14	75%
Water Sales	61,567,650.40	2,774,670.52	58,792,979.88	(21,567,650.00)	40,000,000.40	-35%
Rental of Property	1,992.99	-	1,992.99	-	1,992.99	0%
Sale of Tender Documents				0		0%

DESCRIPTION	BUDGET 2016/17	TOTAL	VARIANCE	Adjustment	Adjusted Budget	% Adjusted
	174,696.50	145,766.53	28,929.97		174,696.50	
Equipment Landing Deport	245,684.56	5,900.08	239,784.48	(234,834.56)	10,850.00	-96%
Other Income SETA	102,965.18	208,857.52	(105,892.34)	104,428.76	313,286.28	101%
Certificate of acceptance	181,440.00	151,328.09	30,111.91	75,664.05	226,992.14	42%
Fire Service fee	54,615.86	39,689.99	14,925.87	19,845.00	59,534.99	36%
New connection	5,000,000.00	375,881.57	4,624,118.43	(4,436,177.65)	563,822.36	-89%
TOTAL INCOME	1,509,095,351.18	896,555,259.22	612,540,091.96	(20,602,641.95)	1,488,492,709.23	-1%

5.3. Overall Assessment of Revenue Collection

In terms of spending the following grants are not doing well

- Refurbishment
- MWIG

- Transport

5.4. Own Funding

The municipality is not currently performing well on collection of the following items,

- Equipment Landing Depot
- Water Sales
- Certificate of Acceptance
- Rental of property

5.5. Overall Revenue Conclusion

In line with the MFMA s28 (2)(a) the municipality will have to revise the ORIGINAL BUDGET as there is material changes in collections of revenue, repayment of unspent conditional grant and the expenditure to avoid any UNAUTHORISED EXPENDITURE.

- The departments are encouraged to review their SDBIP to be aligned with the resources that are available after the Mid-year assessment process
- The departments should ensure that the expenditure is controlled against the available budget to avoid overspending.
- Overspending should not be allowed at vote level, if such occurs due to improper management of votes, such incidents will be reported as a note in the financial statements as unauthorized and shall be treated in terms of section 32 of the Municipal Finance Management Act of 2003.

6. RECOMMENDATIONS

1. That the Mid-year budget Assessment report with its contents BE NOTED as compiled in terms of section 72 read with 54 of the Municipal Finance Management Act.
2. That in the light of the above financial assessment and forecast for the past six month, it is RECOMMENDED that annual budget should BE ADJUSTED.

Section B: Performance Against the SDBIP Indicators and Targets

9. Technical Services Department

9.1. Technical Services SDBIP Mid-Year Report

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to improve variance	Budget	Expenditure	POE / Means of verification
KPA 2: Service delivery and Infrastructure Development																
Objectives: To improve access to water services through provision, operation and maintenance of socio-economic and environmental infrastructure																
Programme/Priority Area: Water																
Install water meters to all people who paid	Number of prepaid water meters installed	162	1 666	417	417	95	-322	Targets were set based on installation to be done by PSP.	834	489	-345	Targets were set based on installation to be done by PSP.	We are engaging our own staff to work even on weekends	R5 000 000.00	R 4 975 142.40	Job cards
Install convectional water meters to rural areas to all people who paid	Number of new conventional meters installed in rural areas	0	3000	150	250	156	-94	Targets were set based on installation to be done by PSP.	400	247	-153	Targets were set based on installation to be done by PSP.	We are engaging our own staff to work even on weekends	Opex	Opex	Job cards
Repair or remove broken street taps	No. of street taps repaired/removed	15	110	10	30	34	+4	More reports were received	40	39	-1	Relied on cases reported . Few cases reported	Activate toll free customer care for prompt reporting and will	Opex	Opex	Job cards

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to improve variance	Budget	Expenditure	POE / Means of verification
												hence variance of -1.	increase cases to be attended			
Process all new applications for yard connections	Number of yard connections applications processed	0	5000	500	1 000	580	-420	Vehicle for conducting water assessment is available	1500	812	-688	Two of four vehicles needed were delivered late in November 2016.	Two additional vehicles to be purchased in the third Quarter.	Opex	Opex	Assessed and signed forms.
Install street taps less than 200m from the household to areas with no household connection	No. of street taps installed less than 200m from the dwelling/household	86 216	86 216	21554	21554	0	-21 1554	Appointment for Contractors where issued late	43 108	0	-43108	Project not yet yielded results	To accelerate implementation during the second half	Opex	Opex	Completion certificate
Develop water demand management strategy	Number of water demand management strategy developed	0	1	-	-	-	-	-	No target for mid-year	-	-	-	Target set for the last quarter-	R 1 500 000.00	R 0.00	Approved Document
Maintain acceptable drinking water quality standard	% compliance to drinking water quality	39.33%	99.90%	99.90%	99.90%	99.90%	0	None	99.90%	99.90%	0	None	None	Opex	Opex	Compliance report

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to improve variance	Budget	Expenditure	POE / Means of verification
	standard (Chemical, physical & microbiological) (Blue Drop standard)															
Maintain acceptable waste water effluent quality standard	% compliance to waste water quality on quarterly basis.	12.45%	20%	20%	20%	28.57%	+8.57%	Performance improvement in treatment works.	20%	28.57%	+8.57%	A team to deal with wastewater compliance has been established.	None	Opex	Opex	Compliance report
Resolve all water interruptions within retarget time	% of water interruptions resolved within target time (microbiological) (Green Drop standard)	95%	100%	96.5%	98%	65.85% (2000 Reported and 1317 Attended)	-32.15%	Budget constraints	98%	65.85% (3794 Reported and 2748 Attended)	-32.15%	Lack of materials	Purchasing of materials	R 18 000 000.00	R 703 706.66	Log book and Report
Conduct preventative maintenance of water pumps and motors	No. of preventative and routine maintenance of water	4	4	1	1	1 (Mute Raw Water Plant)	0	None	2	2	0	None	None	Opex	Opex	Maintenance Report

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to improve variance	Budget	Expenditure	POE / Means of verification
	pumps and motors conducted															
Repair broken boreholes within target time	% of broken boreholes repaired within target time	95%	100%	96.5%	98%	14.69% (1348 Reported and 198 Attended)	-83.31%	Lack of Boreholes materials	98%	21.65% (1963 Reported and 425 Attended)	-76.35%	Shortage of borehole materials	Purchasing of Borehole materials	R 55,000.00	R 0	Report
Reduce water loss at all times	Percentage (%) of water losses reduced as per regulation (B2B Indicator)	89%	2%	0%	-	-	-	-	No target for Mid-Year	-	-	-	Target set for the last quarter-	Opex	Opex	Report showing reduced water loss
Develop municipal infrastructure plan	Number of municipal infrastructure plan developed (B2B Indicator)	0	1	-	-	-	-	-	No target for Mid-Year	-	-	-	Target set for the last quarter-	Opex	Opex	Approved Document

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to improve variance	Budget	Expenditure	POE / Means of verification
Reduce the backlogs of household with access to water	Number of households with access to water (B2B Indicator) (General KPI)	65 943	70 000	66 000	67000	65 943	-1 057	The new projects have not yet yielded results	67000	65 943	-1 057	The new projects have not yet yielded results	Fast-track the implementation of the projects	Opex	Opex	Stats Report
Reduce the backlogs of household with access to water	The percentage of households with access to basic level of water (General KPI)	98%	100%	98.5%	99%	98%	-1%	The new projects have not yet yielded results	99%	98%	-1%	The new projects have not yet yielded results	Fast-track the implementation of the projects	Opex	Opex	Stats report
To improve access to sanitation services through provision, operation and maintenance of socio- economic and environmental infrastructure																
Programme: Sanitation																
Reduce the backlogs of household without access to sanitation	Number of households with access to sanitation (B2B Indicator) (General KPI)	176 285	186285	185 535	185 785	176 285	-9500	Budget Constraints and delay on appointments of Service Providers	185 785	176 285	-9 500	Instruction from DWS to incorporate Sanitation program with WSIG funding was received	Expedite appointments for Service Providers	Opex	Opex	Statistical Report

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to improve variance	Budget	Expenditure	POE / Means of verification
												in November 2016				
Reduce the backlogs of household with access to sanitation	The percentage of households with access to basic level of sanitation (General KPI)	76%	78,5%	77%	77,5%	76%	-1.5%	None	77.5%	76%	-1.5%	Instruction from DWS to incorporate Sanitation program with WSIG funding was received in November 2016	Expedite appointments for Service Providers	Opex	Opex	Statistical Report
Ensure that households earning less than R1 100 per months have access to free basic sanitation	The percentage of households earning less than R1100 per month with access to free basic sanitation (General KPI)	23%	25.5%	24%	24.5%	24.5%	0%	None	24.5%	24.5%	0%	None	None	Opex	Opex	Statistical Report

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to improve variance	Budget	Expenditure	POE / Means of verification
Reduce all sewer burstages within target time	% of sewer burstages resolved within target time	58%	90%	75%	80%	58.56% (666 Reported and 392 Attended)	-21.44%	Shortage of unblocking equipment/machines	80%	68.05% (1369 Reported and 950 Attended)	-11.95	Shortage of unblocking equipment/machines	Purchasing of sewer unblocking machines	Opex	Opex	Report
To improve access to electricity services through provision, operation and maintenance of socio-economic and environmental infrastructure																
Electricity																
Reduce households without electricity	Reduction of number of households without electricity facilitated (Through Number of coordination meetings attended)	4	4	1	1	0	-1	None attendance by the local municipalities	2	1	-1	None attendance by the local municipalities	Meetings will be held in the next quarters	Opex	Opex	Attendance register and minutes
EPWP & CWP																
Create jobs through EPWP	Number of EPWP jobs created	7981	8000	2000	4000	682	-3318	Not enough labour intensive	4000	1203	-2797	Not enough labour intensive	The municipality should implement more	R3 462 000.00	R 3,536,442	A list of employee appointed

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to improve variance	Budget	Expenditure	POE / Means of verification
								projects implemented to create work opportunities				projects implemented to create work opportunities	labour intensive projects			

9.2. MIG Projects

Project Name	Implementing agent	Source of Fund	Location/ Municipality	2016/17Budget	Expenditure To Date	Progress To Date	Challenges	Interventions
Vuwani to Middle Letaba Bulk Water Supply(Disaster Construction of Bulk water from Vuwani System (Nandoni System) to Majosi System.Project)	VDM	MIG	LIM345	R134,753,321.86	R71 510 042.54	29%	Social issues, community unrest and demonstrations continue to delay progress on the project.	Whenever possible, meetings are held between the PSC and Social Facilitator. An exception is where issues are community related and not project related.
Makhado West Bulk Water Supply-Stage 3 Construction of bulk water supply from Valdezia to Mowkop Reservoir	VDM	MIG	Makhado	R90,000,000.00	R26 207 597.63	48%	Welding Sub-contractor's contract expired. DWS failed to procure the supplier for materials	VDM to request a list of sub-contractor from DWS data base and sign a cession. VDM to procure the supplier on behalf of the contractor.

Project Name	Implementing agent	Source of Fund	Location/ Municipality	2016/17Budget	Expenditure To Date	Progress To Date	Challenges	Interventions
Mulima,likhade,Lambani and Pfananani Water Supply Construcion and equiping of borehole, Construction and installation of pumps and construction of pump house. Construction of bulk pipeline and connection to the existing system	VDM	MIG	Makhado	R23,599,737.60	R2 141 459.69	10%	None	None
Xikundu/Mhinga water reticulation Construction of bulk and reticulation and storages	VDM	MIG	Thulamela	R63 488 346.70	R14 401 007.83	See the project split below		
Xikundu/Mhinga water reticulation projects- Professional fees	VDM	MIG	Thulamela	R3 709 726	R2 206 949.77			
Xikundu/Mhinga water reticulation Construction of reticulation in Matiani	VDM	MIG	Thulamela	R8 009 412.57	R2 866 642.87	30%	None	None
Xikundu/Mhinga water reticulation Construction of reticulation in Gonani	VDM	MIG	Thulamela	R3 157 163.35	R1 623 678.31	35%	None	None
Xikundu/Mhinga water reticulation Project (Mhinga Zone1,2 & 3 Water Reticulation)	VDM	MIG	Thulamela	R21 025 056.69	R2 826 182.75	25%	None	None
Xikundu/Mhinga water reticulation (Mabiligwe Water Reticulation)	VDM	MIG	Thulamela	R 7 015 712.16	R1 533 065.35	25%	None	None
Xikundu/Mhinga water reticulation (Josefa Water Reticulation)	VDM	MIG	Thulamela	R9 485 950	R1 494 721.36	22%	None	None
Xikundu/Mhinga water reticulation (Nghezimani Water Reticulation)	VDM	MIG	Thulamela	R8 379 405	R1 849 767.42	21.6%	None	None
Block J ext and Tswinga internal reticulation Construction of bulk and reticulation and storages	VDM	MIG	Thulamela	R44,789,040.60	R13 286 273.77	25%	None	None
Budeli, Mutoti and surrounding villages bulk water supply Construction of bulk and reticulation and storages					R 27 859 527.67	See project split below		
Budeli, Mutoti and surrounding villages bulk water supply Construction of bulk and reticulation and	VDM	MIG	Thulamela	R55,627,326.02	R 16 967 471.67			

Project Name	Implementing agent	Source of Fund	Location/ Municipality	2016/17Budget	Expenditure To Date	Progress To Date	Challenges	Interventions
storages Contract A								
Budeli, Mutoti and surrounding villages bulk water supply Construction of bulk and reticulation and storages Contract B	VDM	MIG	Thulamela		R10 892 056.00	41%	None	none
Lupepe Nwanedi RWS: Construction of a Bulk water supply from Folovhodwe to Muswodi	VDM	MIG	Musina		R18 376 178.89	16%	Continuous interference by the local Chiefs and Business People resulting in the delays on the project.	Continuous meetings are held with the stakeholders to resolve the issues as and when they erupt.
Lupepe Nwanedi RWS: Construction of a Bulk water supply from Muswodi to Zwigodini	VDM	MIG	Musina		R13 660 288.57	22%	Continuous interference by the local Chiefs and Business People resulting in the delays on the project.	Continuous meetings are held with the stakeholders to resolve the issues as and when they erupt.
Lupepe Nwanedi RWS: Construction of a Bulk water supply from Zwigodini to Matatani	VDM	MIG	Musina	R 76 364 374.59	R11 511 754.96	28%	Continuous interference by the local Chiefs and Business People resulting in the delays on the project.	Continuous meetings are held with the stakeholders to resolve the issues as and when they erupt.
Mutale upgrading of raw water dam Purification system	VDM	MIG	Musina	R8,377,852.63	R0.00	0%	The Contractor's standing time claim which was pending payment had a delay on	The Municipality negotiated the Contractor's conditions with the standing time claim. The 1st

Project Name	Implementing agent	Source of Fund	Location/ Municipality	2016/17Budget	Expenditure To Date	Progress To Date	Challenges	Interventions
							the project. It was the Contractor's condition that it be paid before returning to site.	part was paid and the Contractor is to occupy the site.

9.3. Technical Services Infrastructure Operations, Maintenance and Refurbishment Projects/ Programme

Project Name	Implementing agent	Source of Fund	Location/ Municipality	2016/17Budget	Expenditure To Date	Progress To Date	Challenges	Interventions
Purchasing of water Operations and Maintenance vehicles	VDM	VDM	VDM	R12 000 000.00	0.			
Purchasing of water Meter Reading vehicles	VDM	VDM	VDM	R 1 000 000.00	R 541 455.68	Out of Four vehicles, Two vehicles delivered and two still to be ordered.	Budget Constraints	None
Tshathogwe water supply project(Extention of Supply line and Reticulation)	VDM	MWIG	Makhado	R 920 000.00	0	5%	Assessment done. Rain and strike	None
Matovha Vhurivhuri water supply project Site, Drill Test, Supply line and Reticulation	VDM	MWIG	Thulamela	R 1 000 000.00	0	30%	None	None
Tshifhefhe Reticulation Extention Upgrading of supply line and reticulation extension	VDM	MWIG	Makhado	R 1 000 000.00	0	5%	Assessment done. Rain	None
Nwaxinyamani borehole developments (testing and equipping of boreholes including pumphouses of three boreholes	VDM	MWIG	Makhado	R 2 000 000.00	0	25%	None	None
Tivhade Refurbishment of borehole	VDM	MWIG	Makhado	R 100 000.00	0	55%	None	None
Tsianda buster pump Refurbishment of buster	VDM	MWIG	Makhado	R 500 000.00	0	45%	None	None

Project Name	Implementing agent	Source of Fund	Location/ Municipality	2016/17Budget	Expenditure To Date	Progress To Date	Challenges	Interventions
pumpstation								
Bungeni next to satellite office replacement of borehole pump Refurbishment of borehole	VDM	MWIG	Makhado	R 100 000.00	0	15%	Identified bore not of good quality but another borehole has been identified and we are awaiting for the tests results	None
Musina Construction of Sewer reticulation and realignment of pumps (re alignment and construction of sewer pumps at Matswale, Nancefield and mshongo)	VDM	MWIG	Musina	R 2 000 000.00	0	8%	Rain	None
Upgrading of Nancefield Waste water treatment work and revanp/ restoration of other plan non-functional processes (plant operation over capacity and effluent do not comply withrecommended discharge limits (Lining of maturation ponds installation of mechanical screen Re-comissioning of chlorinatio system upgrade of the WWTW to accommodate inflow as operating is over design capacity)	VDM	MWIG	Musina	R 1 900 000.00	0	10%	Rain	None
upgrade of bulk water supply Musina town and villages (4x Odex drilling & equipping of boreholes limpopo river for bulk supply water pump station upgrading water reticulation Drilling and Equipping of additionaling borehole in Madimbo , Tshikhudini, Tanda, Domboni and Malale)	VDM	MWIG	Musina	R 1 300 000.00	0	30%	Rain	None
Tshitungani II,Nwiini,Maholoni,Bileni Equipment & Elec Boreho (Electrification and equipping of borehole)	VDM	MWIG	Mutale	R 1 500 000.00	0	5%	Engagement with Eskom has started	None
Thohoyandou Block K Extension and Block R Water Reticulation installation of bulk meters	VDM	MWIG	Thulamela	R 200 000.00	0	0%	Late appointment of service provider	None
Matavhela borehole (site, Drill, test and equip borehole and a rising main in matavhela)	VDM	MWIG	Mutale	R 800 000.00	0	42%	Non	None
Mapakoni reticulation extention Addition of street	VDM	MWIG	Mutale	R 800 000.00	0	5%	Rain	None

Project Name	Implementing agent	Source of Fund	Location/ Municipality	2016/17Budget	Expenditure To Date	Progress To Date	Challenges	Interventions
taps to comply with RDP standards								
Muledzhi reticulation extension	VDM	MWIG	Thulamela	R 1 500 000.00	0	5%	Rain	None
Mafanele reticulation extension Supply main line and reticulation	VDM	MWIG	Thulamela	R 1 000 000.00	0	0%	Assessment or verification still to be done. Rain	None
Sibasa water Project Reconnection and upgrading of the reticulation within the Sibasa CBD and extend where necessary	VDM	MWIG	Thulamela	R 3 000 000.00	0	0%	Awaiting appointment of contractor.	To appoint this week
Mudzidzidzi water lines extension Extension of Supply line and Reticulation	VDM	MWIG	Thulamela	R 500 000.00	0	5%	Assessment done. Rain	Non
Upgrading and Extension of Water Reticulation Upgrading and extension of water Reticulation at Tshithuthuni (Mutale)	VDM	MWIG	Thulamela	R 1 000 000.00	0	5%	Rain	None
Upgrading and Extension of Water Reticulation (Upgrading and extension of water Reticulation at Gumela and Ngalavhani Village)	VDM	MWIG	Mutale	R 1 500 000.00	0	5%	Assessment for verification done, Rain	None
Construction of Sewerage reticulation Construction of sewerage reticulation at Unit Q (Mbilwi)	VDM	MWIG	Thulamela	R 4 000 000.00	0	0%	Awaiting appointment. Project replaced by Emergency Project for Makwarela	To appoint this week on or before the 20 th January 2017
Mutale upgrading of sewer line	VDM	MWIG	Mutale	R 3 000 000.00	0	6%	Verification process was just done recently	None
Construction of Reticulation at Thukhutha Village	VDM	WSIG	Thulamela	R 3 500 000.00	R 3 484 212 00	100%	None	None
Dopeni mainline fixing and extension of internal reticulation (Repair of damaged mainline pipes and extension of internal reticulation to RDP standards)	VDM	MWIG	Thulamela	R 1 000 000.00	0	10%	Contractor in progress	None
Ngovhela supply line alteration (Fixing of the supply line to properly distribute water evenly and securing of control points(distribution valves)	VDM	MWIG	Thulamela	R 500 000.00	0	5%	Verification process was just done recently	None
Mavambe Extension: Internal Reticulation	VDM	MWIG	Thulamela	R 1 000 000.00	0	5%	Verification process was just done recently	None

Project Name	Implementing agent	Source of Fund	Location/ Municipality	2016/17 Budget	Expenditure To Date	Progress To Date	Challenges	Interventions
RD2 to Ngulumbi Bulk Water supply pipeline repairs Fixing of the bulk line from RD2 to Ngulumbi	VDM	MWIG	Thulamela	R 2 800 000.00	0	5%	Verification process was just done recently	None
R2 to RD17 Bulk Water pipeline Repairs (Repair of the river crossing pipe of the main bulk line from Phiphidi Package plant to R2)	VDM	MWIG	Thulamela	R 2 000 000.00	0	5%	Verification process was just done recently. Rain	None
Refurbishment of Dzindi Package plant (construction of a raw water abstraction point at Dzindi plant)	VDM	MWIG	Thulamela	R 3 000 000.00				
Bulk line upgrading and pump station (Construction of a bulk line between R9A and the new reservoir (R9C) and the construction of a Booster pump station to Mpondi Reservoir)	VDM	MWIG	Thulamela,	R 11 000 000.00	0	0%	The Chief wanted the Municipality to construct a reticulation within his village.	Reticulation done and complete
Repairs of Sewer Bulk Pipe line (Repair the sewerage bulk pipeline from Univen to Thohoyandou Waste water Treatment Works)	VDM	MWIG	Thulamela	R 1 500 000.00	0	0%	Awaiting appointment of contractor	To be appointed before end of the 20 th January 2017
Construction and upgrading of Pipeline (Upgrading and construction of reticulation at Maungani East)	VDM	MWIG	Thulamela	R 7 000 000.00	0	0%	Awaiting appointment of consultant	To be appointed before end of the 20 th January 2017
Construction of bulk and extension of reticulation and repair of storage (Bulk Pipeline from Khakhanwa Reservoir to Mulezhe village and the repair or replacement/ additional storage at Mulezhe)	VDM	MWIG	Thulamela	R 8 000 000.00	0	0%	Still awaiting appointment of the Service Provider	To be appointed before end of the 20 th January 2017
Extension and upgrading of reticulation at Makovha	VDM	MWIG	Thulamela	R 200 000.00	0	0%	Communication between Thulamela and LIM 345 still need to be established with respect of the demarcations	Meeting is arranged to meet the relevant councillors of the area. VDM is still awaiting the date from LIM 345
Extension and upgrading of reticulation at Rotovhowa village	VDM	MWIG	Thulamela	R 1 000 000.00	0	0%	Communication between Thulamela and	Meeting is arranged to meet the relevant

Project Name	Implementing agent	Source of Fund	Location/ Municipality	2016/17 Budget	Expenditure To Date	Progress To Date	Challenges	Interventions
							Lim 345 still need to be established with respect of the demarcations	councillors of the area. VDM is still awaiting the date from LIM 345
Construction of Sewerage reticulation Construction of Sewerage reticulation at Unit J extension Phase 1. Muledane (Unit J extension)	VDM	MWIG	Thulamela	R 10 000 000.00	0	0%	Funds have been re allocated to Vondo WTW for filters and pumps	Bp will be updated
Construction of Sewerage reticulation Construction of Sewerage reticulation at Shayandima Extention 3	VDM	MWIG	Thulamela	R 11 680 000.00	0	20%	Funds have been re allocated to Albasini WTW for filters and pumps	BP will be updated
Extention of Sewer reticulation Extention for Sewerage reticulation at Musina Ext. 14	VDM	MWIG	Musina	R5 000 000.00	0	0%	Funds allocated cannot do the total scope 0	Funds have been reallocated to the other parts of scope in the same projects at Musina Ext.14
Construction of reticulation pipeline at N Extention of Reticulation at Thohoyandou H (section H)	VDM	MWIG	Thulamela	R 2 000 000.00	0	5%	Verification to be done.	None
Malamulele upgrading of sewer pipe line reticulation of sewer pipeline/ Upgrading pipeline(Mhinga Ville)	VDM	MWIG	Thulamela	R 2 500 000.00	0	0%	Awaiting appointment	To be appointed this week
Mvudi refurbishment of buster pump station		MWIG	Thulamela	R 1 500,000.00	0	15%	None	None
Maniini Refurbishment of two buster pump	VDM	MWIG	Thulamela	R 3 000 000.00	0	10%	None	None

10. Community Services Department

10.1. Community Services SDBIP Mid-Year Report

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to Improve Variance	Budget	Expenditure	POE / Means of verification
Objective: To improve environmental management services (conservation and waste) through provision, operation and maintenance of socio-economic and environmental infrastructure																
Environmental and Waste management																
Inspect all refuse dumping sites	No of refuse dumping sites inspected (illegal)	40	40	10	10	10	0	None	20	20	0	None	None	Opex	Opex	Inspection Form
Conduct environmental awareness programmes	Number of environmental awareness programmes conducted	6	6	1	1	1	0	None	2	2	0	None	None	Opex	Opex	Attendance register, and reports
Implement environmental conservation programmes	No of environmental conservation programmes implemented	1	3	-	1	1	0	none	1	1	0	None	none	R50 000 .00	R0.00 Austerity measures	Attendance register and minutes
To improve access to emergency services through provision, operation and maintenance of socio-economic and environmental infrastructure																
Emergency Services (Fire, Rescue and Disaster Management)																
Respond to all reported accidents within the stipulated time frame	% of fire accidents reported and responded within the stipulated time frame	100%	100%	100%	100%	100%	0%	None	100%	100%	0%	None	None	Opex	Opex	Incident report form
Conduct fire awareness campaigns	No. of fire awareness campaigns conducted	40	40	10	10	10	0	None	20	20	0%	None	None	R42 957 .00	R0.00 Austerity measures	Attendance register and minutes
Conduct fire	No. of fire public															Attendance

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to Improve Variance	Budget	Expenditure	POE / Means of verification
public education trainings	education trainings conducted	40	40	10	10	10	0	None	20	20	0	None	None	Opex	Opex	Register and Manuals
Respond to all reported HAZMAT incidents	% of HAZMAT incidents reported and responded to	100%	100%	100%	100%	100%	0%	None	100%	100%	0%	None	None	OpEX	Opex	Incident report form and log book
Respond to all reported rescue incidents	% of Rescue Incidents reported and responded to.	100%	100%	100%	100%	100%	0%	None	100%	100%	0%	None	None	OpEX	Opex	Incident report form and log book
Respond to all incidents within target time - 3 minutes	Respond to all incidents within targeted time of 3 minutes (Fire and Rescue)	100%	100%	100%	100%	100%	0%	None	100%	100%	0%	None	None	OpEX	Opex	Incident report form and log book
Conduct fire safety inspections	Number of Fire Safety Inspections conducted	0	320	80	160	160	0	None	160	160	0	None	None	OpEX	Opex	Log book and inspection report
Review fire and rescue management SOPs	No. of Fire and Rescue management SOPs reviewed	1	1	-	-	-	-	-	No target for the Mid-Year	-	-	-	Targeted for the 4 th quarter	OpEX	Opex	Approved SOPs document
To improve access to emergency services through provision, operation and maintenance of socio-economic and environmental infrastructure																
Emergency Services (Disaster management)																
Hold regular district disaster management forum meetings	No. of District Disaster Management forum meetings held	4	4	1	1	1	0	None	2	2	0	None	None	Opex	Opex	Attendance Register and Minutes

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to Improve Variance	Budget	Expenditure	POE / Means of verification
Review disaster management plan	No. of Disaster management plans reviewed	1	1	-	-	-	-	-	No target for this quarter	-	-	-	Targeted for the 4 th quarter	Opex	Opex	Approved document
Develop disaster management risk reduction plan	No. of Disaster Management risk reduction plan developed	0	1	-	-	-	-	-	No target for the Mid-Year	-	-	-	Targeted for the 4 th quarter	Opex	Opex	Approved document
Conduct disaster management risk assessment	No. of Disaster Management risk assessments conducted	2	1	-	-	-	-	-	No target for the Mid-Year	-	-	-	Targeted for the 4 th quarter	Opex	Opex	Attendance Register and Minutes
Update disaster incidents	% of disaster incidents updated (On the database of disasters occurring in Vhembe District)	100%	100%	100%	100%	100%	0%	None	100%	100%	0%	none	None	Opex	Opex	Incident report form and report
Respond to disaster incidents within 72 golden hours	% response to disaster incidents within target time (72 golden hours)	100%	100%	100%	100%	100%	0%	None	100%	100%	0%	None	None	1 600 000.00		Incident report form and report
Develop disaster management SOPs	No. of disaster management SOPs developed	0	1	-	-	-	-	-	No target for the Mid-Year	-	-	-	Targeted for the 4 th quarter	Opex	Opex	Approved SOPs document

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to Improve Variance	Budget	Expenditure	POE / Means of verification
Ensure development and signing of disaster MOUs	No. of disaster MOUs developed (Reviewed) and signed	0	1	-	-	-	-	-	No target for the Mid-Year	-	-	-	Targeted for the 4th quarter	Opex	Opex	Signed document
Ward Disaster Capacity building	Number of capacity building events conducted	4	4	1	1	1	0	none	2	2	0			R10 000.00	R0.00	Attendance register, minutes and agenda
Conduct disaster awareness campaigns	No. of disaster awareness campaigns conducted	6	8	2	2	2	0	None	4	4	0	None	None	R100 000.00	R0.00	Attendance Register and Minutes
Conduct disaster management workshops	No. of disaster management workshops conducted	4	5	1	1	1	0	None	2	2	0	None	none	Opex	Opex	Attendance Register and Minutes
To facilitate improvement of access to Sport, Arts and culture services through provision , operation and maintenance of socio-economic and environmental infrastructure																
Sport, Arts and Culture																
Implement Sports, Arts And culture programs	Number of Sports, Arts And culture programs implemented	6	4	1	1	1	0	None	2	2	0	None	none	R 175 000.00	R0.00	Attendance Register and Report
Coordinate District Sports Council	No. of Sport, Arts and Culture Council meetings conducted	2	2	-	1	1	0	None	1	1	0	None	None	R33 800.00	R0.00	Austerity measures Attendance Register Report
Conduct Indigenous	Number of Indigenous	1	1	-	-	-	-	None	No target	-	-	None	None	75 000.00	R0.00	Attendance Register

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to Improve Variance	Budget	Expenditure	POE / Means of verification
games	games conducted								for the Mid-Year							and Report
Conduct Mayors Tournament	No. of Mayors Tournaments conducted	1	1	-	-	-	-	None	No target for the Mid-Year	-	-	None	Targeted for the 3 rd & 4 th quarter	R 500 000.00	R0.00	Attendance Register and Report
To improve access to primary and environmental health services																
Social Development: Primary and Environmental Health Services																
Conduct primary health awareness campaigns and workshops	No. of primary health awareness campaigns and workshop conducted	40	40	10	10	10	0	None	20	20	0	None	None	R293 356.00	R0.00 Austerity measures	Attendance Register and Report
Taking water samples for the purpose of inspecting water pollution sources	No. of Water Samples taken for the purpose of inspecting water pollution sources	40	40	10	10	10	0	None	20	20	0	None	None	R80 000	R26 429.24	Sample Results/ Sample receipts from Lab
Inspect food premises	No. of food premises inspected	3000	3000	750	750	750	0	None	1 500	1500	0	None	None	Opex	Opex	Inspection form signed by client
Inspect non-food premises	No. of non-food premises inspected	1600	1600	403	403	403	0	None	400	400	0	None	None	Opex	Opex	Inspection form signed by client

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to Improve Variance	Budget	Expenditure	POE / Means of verification
Air quality monitoring	Number of air quality monitoring done	4	4	1	1	1	0	None	2	2	0	None	None	R 61 487.50	R0.00	Inspection Forms
Conduct DACTC meetings	No. of DACTC meetings conducted	4	4	1	1	1	0	none	2	2	0	None	none	R28 593	R0.00	Attendance Register and Report
Conduct of DHC meetings	No. of DHC meetings conducted	4	3	-	1	1	0	None	1	1	0	None	None	R12 000.00	R1 575.00	Attendance Register and Report
Conduct DAC meetings	No of DAC meetings conducted	3	3	-	1	1	0	None	1	1	0	None	None	R 15 000.00	R0.00	Attendance Register and Report
Review of 2016/2017 district operational plan (DOP)	Number of district operational plan (DOP) reviewed	1	1	-	-	-	-	-	No target for the Mid-Year	-	-	None	Targeted for the 4th quarter	R116 490	R0.00	Approved document
Conduct HAST awareness campaigns	Number of HAST awareness campaigns conducted	1	1	-	-	-	-	-	1	1	0	None	None	Opex	Opex	Attendance Register and Report
Conduct induction workshops (DAC & DHC) (Is being done every five years)	No. of induction workshops (DAC & DHC) conducted	2	2	-	-	-	-	-	No target for the Mid-Year	-	-	-	Targeted for the 3rd & 4th quarter -	Opex	Opex	Attendance Register and Report

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to Improve Variance	Budget	Expenditure	POE / Means of verification
to new councils)																

10.2. Community Services Capital Projects

Project Name	Implementing agent	Source of Fund	Location/ Municipality	2016/17 Budget	Expenditure To Date	Progress To Date	Challenges	Interventions
Dzanani Fire Station	VDM	VDM	Makhado	R1 200 000.00	R0.00	Project handed over to the engineer	Insufficient budget	Revisiting project specifications and budget adjustment
Xigalo fire service centre	VDM	VDM	Thulamela	R 3 148 617.00	R0.00	Project handed over to technical services	Delay by the engineer	Follow-up with the engineer by technical services
Ground and Fence	VDM	VDM	District wide	R 1 491 416.00	R0.00	Letter send to Makhado local municipality for demarcation of stand	Waiting for the response from Makhado local municipality	Re-submission of the letter for the demarcation of the stand
Fire training centre	VDM	VDM	VDM Staff	R1 000 000.00	R0.00	Memo approved	None	None
Fire uniform	VDM	VDM	District wide	R 600 000.00	R0.00	Service provider appointed	None	None
Purchasing of accident respond vehicle	VDM	VDM	District wide	R2 500 000.00	R0.00	Bid committee to hold meeting	None	None
Protective clothing	VDM	VDM	District wide	R1 500 000.00	R0.00	Bid committee to hold meeting	None	None

11. Development Planning Department

11.1. Development Planning Department SDBIP Mid-Year report

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to Improve Variance	Budget	Expenditure	POE / Means of verification
KPA 2: Service delivery and Infrastructure Development																
To improve access to transport services through provision, operation and maintenance of Socio-economic and environmental infrastructure																
Road and Public Transport																
Ensure functionality of public transport forums	No. of public transport forum meetings conducted	4	4	1	1	1	0	None	2	2	0	None	None	Opex	Opex	Attendance register and minutes
Transport safety awareness	Number of Transport month awareness campaigns conducted	1	1	-	1	1	0	None	1	1	0	None	None	R50 000.00	Joint operations with community services	Attendance register and Report
Public transport festive season and Easter safety campaigns	Number of campaigns conducted	2	2	-	1	1	0	None	1	1	0	None	None	R 150, 00 0.00	R 120, 6 12.00	Attendance register and Report
Transport (road) management system	Number of Transport (road) management systems procured	New KPI	1	-	-	-	-	-	No target for the Mid-Year	-	-	-	-	R 1 993 000.00	R0	Reports

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to Improve Variance	Budget	Expenditure	POE / Means of verification
Environmental and Waste management																
Environmental and Waste management (VBR Projects Demonstration)	Number of Biosphere reserve Environmental awareness campaigns conducted															
		4	4	1	1	1	0	None	2	2	0	None	None	R 200 000 .00	R 200, 000.00	Attendance register and minutes
Environmental management	Number of environmental management campaigns conducted															
		6	3	-	1	1	0	None	1	1	0	None	None	R50 000 .00	R50 000.00	Attendance register and minutes
Education																
Implement GIS education programmes	Number of GIS education programmes implemented															
		4	4	-	-	-	-	-	No target for the Mid-Year	-	-	-	-	R 200 000 .00	R0.00	Attendance Register and Minutes
Conduct GIS Forums	Number of GIS forums Conducted															
		4	4	1	1	1	0	None	2	2	0	None	None	OPEX	Opex	Attendance Register and Minutes
KPA 3: LOCAL ECONOMIC DEVELOPMENT																
To create enabling local economic environment through infrastructure led growth and development that attract investment, generate economic growth and job creation																

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to Improve Variance	Budget	Expenditure	POE / Means of verification
LED																
LED infrastructure initiatives (Start-up Programme)																
LED Marketing initiatives																
SMME support/development																
Rand show	Number of exhibitions on National shows (Rand Show)	1	1	-	-	-	-	-	Targeted for the third quarter	-	-	-	-	R 150, 00 0.00	R0.00	Attendance Register and Report
Local show	Number of exhibitions on National shows (Musina/Makhado & Marula Show)	3	3	2	-	-	-	-	2	2	0	None	None	R100 00 0.00	R75 0 34.16	Attendance Register and Report
Durban indaba	Number of participations in Durban Indaba	1	1	-	-	-	-	-	Targeted for fourth quarter	-	-	-	-	R250 00 0.00	R0.00	Attendance Register and Report
Agriculture																
Agricultural support initiatives																
(Initiate agricultural programmes) Female Farmer of the year	Number of agricultural programmes initiated (Female Farmer of	1	1	1	1	1	0	None	1	1	0	None	None	R 120, 00 0.00	R 31, 05 0.00	Attendance Register and Report

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to Improve Variance	Budget	Expenditure	POE / Means of verification
	the year															
Vhembe Fresh produce market	% expenditure of the budget of Vhembe Fresh produce market	100%	100%	25%	50%	31%	-19%	None	50%	31%	-19%	None	None	R 1 000 000.00	R311 356.51	Expenditure report
Agricultural implements lending Depot	% expenditure of the budget of Agricultural lending Depot	100%	100%	25%	50%	0%	-50%	Delay in procurement	50%	25%	-25%	Delay in procurement	Finance to fast-track the procurement process	R 3 300 000.00	R871 708.18	Expenditure report
Tshakhuma nursery	% expenditure of the budget of Tshakhuma nursery	100%	100%	25%	50%	0%	-50%	Awaiting for designs quotations from the community	75%	0	-75%	Awaiting for designs quotations from the community	Improved effective communication with the community	R 500 000.00	R0.00	Expenditure report
Ratakuwa concrete	% expenditure	100%	100%	25%	50%	0%		Awaiting for		0	-75%	Revising business	Expenditure will be			

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to Improve Variance	Budget	Expenditure	POE / Means of verification
factory	of the budget of Ratakuwa concrete factory						-50%	designs quotations from the community	75%			s plan	increased during 3 rd quarter	R 500 000.00	R0.00	Expenditure report
Youth Business competition	Number of Youth Business competitions initiated	1	1	-	-	-	-	-	Targeted for fourth quarter	-	-	-	-	R 800 000 .00	R0.00	Attendance Register and Report
Women economic empowerment	No. of Women economic empowerment activities initiated	1	1	1	1	1	0	None	1	1	0	None	None	R100 000 0.00	R100 000.00	Attendance Register and Report
District Growth and development summit	No. of District Growth and development summits initiated	1	1	-	-	-	-	-	Targeted for the fourth quarter	-	-	-	-	R 500 000 .00	R0.00	Attendance Register and Report
Lwamondo Archer	% expenditure of the budget of Lwamondo Archer	100%	100%	25%	50%	50%	0	None	75%	75%	0	None	None	R 300 000.00	R100 000-00	Expenditure report
Other LED Initiatives																
Develop partnership with other	Number of partnerships developed													Opex		Signed MOUs

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to Improve Variance	Budget	Expenditure	POE / Means of verification
institutions	with other institutions(LTA & DEA)	1	2	-	1	1	0	None	1	1	0	None	None		Opex	
Convene municipal LED intergovernmental platforms	Number of municipal LED intergovernmental platforms convened by target date	10	4	1	1	1	0	None	2	2	0	None	None	Opex	Opex	Attendance Register and Minutes
Create jobs through municipality's local, economic development initiatives including capital projects (General KPI)	The number of jobs created through municipality's local, economic development initiatives including capital projects (EPWP)	1189	4840	1210	1210	0	-1210	Most of the projects have not yet stated	2420	641	-1779	Most of the projects have not yet started	Fast-track the implementation process	Opex	Opex	Signed report
Tourism																
Awelani Eco Tourism	% expenditure of the											Delay in	Fast track payment of			

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to Improve Variance	Budget	Expenditure	POE / Means of verification
	budget of Awelani Eco Tourism	100%	100%	25%	25%	0	-25%	Delay in the payment of management fee	50%	25%	-25%	the payment of management fee	management fees	R1, 300 000.00	R114 000-00	Expenditure report
To create enabling local economic environment through infrastructure led growth and development that attract investment, generate economic growth and job creation																
Spatial Planning and Geographical Information System (GIS)																
Spatial Planning and GIS																
Facilitate regular spatial planning trainings	Number of spatial planning trainings facilitated	4	2	-	1	1	0	None	1	1	0	None	None	Opex	Opex	Attendance Register, manuals and Report
Hold municipal tribunal sittings per request	% of municipal tribunal sittings held per request (SPLUMA Implementation)	4	100%	100%	100%	100%	0%	None	100%	100%	0%	None	None	R 500 000	R 446, 785	Attendance Register and Minutes
Conduct land development forum meetings	No. of land development forum meetings conducted	4	2	-	1	1	0	None	2	2	0	None	None	Opex	Opex	Attendance Register and Minutes
Process land use control and land development	% of land use control and land development															Approved application forms

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to Improve Variance	Budget	Expenditure	POE / Means of verification
applications	t application processed	33	100%	100%	100%	100%	0%	None	100%	100%	0%	None	None	Opex	Opex	
Attend to all site inspection requests	% of site inspection requests received & attended	18	100%	100%	100%	100%	0%	None	100%	100%	0%	None	None	Opex	Opex	Site inspection report
GIS																
Number of GIS awareness campaigns	Number of GIS awareness campaigns conducted (GIS Week)	4	4	-	-	-	-	-	Targeted for the fourth quarter	-	-	-	-	R 200 000 .00	R0.00	Attendance Register and Report
Map all projects as per request	% of mapped projects as per request	75	100%	100%	100%	100%	0%	None	100%	100%	0%	None	None	Opex	Opex	Sample Documents
KPA 5: PUBLIC PARTICIPATION AND GOOD GOVERNANCE																
To promote a culture of accountability, participatory, responsiveness, transparency and clean governance																
Integrated Development Planning																
Produce a credible IDP review document	No. of approved Credible IDP review document produced	1	1	-	-	-	-	-	Targeted for the fourth quarter	-	-	-	-	R 400 000 .00	R0.00	Approved document
Develop IDP Framework	No. of IDP Frameworks															Approved document

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to Improve Variance	Budget	Expenditure	POE / Means of verification	
	developed	1	1	1	-	-	-	None	1	1	0	None	None	Opex	Opex		
Develop IDP Process Plan	No. of IDP Process Plans developed	1	1	1	-	-	-	None	1	1	0	None	None	Opex	Opex	Approved document	
Public Participation Strategy																	
Conduct IDP Representative Forum meetings	Number of IDP Representative Forum meetings conducted	4	4	1	1	0	-2	Awaiting the Establishment of ward committees	2	0	-2	Awaiting the Establishment of ward committees				R587 238.00	Attendance register and minutes
Conduct IDP and Budget public consultation	Number of IDP and Budget public consultation meetings conducted	4	4	-	-	-	-	-	To be conducted in the 3 rd and 4 th quarters	-	-	-	-	R 375 000.00		Attendance register and Minutes	

12. Corporate Services Department

12.1. Corporate Services SDBIP Mid-Year Report

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to improve Variance	Budget	Expenditure	POE / Means of verification
KPA 3: PUBLIC PARTICIPATION AND GOOD GOVERNANCE																
To promote a culture of accountability, participatory, responsiveness, transparency and clean governance																
MPAC																
Conduct MPAC meetings	No. of MPAC meetings conducted	4	4	1	1	1	0	None	2	2	0	None	None	R 415,758	R 216,678	Attendance Register and Minutes
Produce MPAC reports	No. of MPAC reports produced	4	4	1	1	1	0	None	2	2	0	None	None	Opex	Opex	Signed reports
Produce Oversight report by target date	Number of Oversight Reports produced by target date	1	1	-	1	1	0	None	1	1	0	None	None	Opex	Opex	Signed report
Implement MPAC resolutions (B2B Indicator)	% of MPAC resolutions implemented. (B2B Indicator)	100%	100%	100%	100%	100%	0	None	100%	100%	0	None	None	Opex	Opex	Signed implementation report
Council Committees																
Conduct Council meetings regularly	Number of Council meetings conducted	5	5	1	1	3	+2	Special Council meetings held	2	4	+2	Special Council meetings held	None	Opex	Opex	Attendance Register and Minutes
Train	No. of							None						R 600 0		Attendance

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to improve Variance	Budget	Expenditure	POE / Means of verification
Councillors	councilor training programmes conducted	1	1	-	1	1	0		1	1	0	None	None	00.00		nce Register and Report
Conduct Mayoral Committee meetings	No. of Mayoral Committee meetings conducted	5	5	1	1	3	+2	Special Mayoral meetings	2	4	+2	Special Mayoral meetings	None	Opex	Opex	Attendance Register and minutes
Conduct portfolio committee meetings	No. of portfolio committee meetings conducted	5	5	1	1	1	0	None	2	2	0	None	None	Opex	Opex	Attendance Register and Minutes
Conduct LLF meetings	No. of LLF meetings conducted	22	12	3	3	2	-1	Delay in the constitution of the committee	6	5	-1	Delay in the constitution of the committee	None	Opex	Opex	Attendance Register and Minutes
KPA 4: INSTITUTIONAL DEVELOPMENT AND TRANSFORMATION																
To establish an efficient and productive administration that prioritizes quality service delivery																
Skills development , Organizational structure, HR, Information Technology																
Training																
Develop work place skills plan (WSP)	No. of work place skills plans (WSP) developed	1	1	-	No target for 2 nd Quarter	-	-	-	Targeted for the 4 th quarter	-	-	None	None	Opex	Opex	Approved document
Spend an amount of	The percentage	100%	100%	25%	50%	37%	-13%	No liquid	50%	37%	-13%	No liquid cash	Avail funds	Opex		Approved

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to improve Variance	Budget	Expenditure	POE / Means of verification
budget on implementing the workplace skills plan (General KPI)	of a municipality's budget actually spent on implementing its workplace skills plan (General KPI)							cash					through Budget adjustment		Opex	budget
Hold training committee meetings	No. of training committee meetings held	4	4	1	1	1	0	None	2	2	0	None	None	Opex	Opex	Attendance register and minutes
Produce annual training report	No. of annual training reports submitted	1	1	-	-	-	-	-	No target for the Mid-Year	-	-	None	None	Opex	Opex	Signed report
Employees training	% of the budget of employee training spent	R 1 200 000.00	R 1 200 000.00	25% R300 000	25% R300 000	11% R 136,082	-39% -R 463,918	Budget constraints	50% R 600 000	11% R 136,082	-39% R 463,918	No liquid cash	Availability of funds	R 1 200 000.00	R 136,082	Expenditure report
Finance internship	% of the budget for Finance internship	R1,460,000	R1,460,000	25% R365 000	25% R365 000	23% R 342,395	-27% -R 387,605	Failure to complete CPMD	50% (R730 000)	23% (R342,395)	-27% (R387,605)	Failure to complete CPMD	Official to be trained in CPMD for 3 rd and 4 th quarter	R1,460,000	R 342,395.00	Expenditure report

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to improve Variance	Budget	Expenditure	POE / Means of verification
Increase municipal personnel with technical skills/ capacity (engineer and technicians) (B2B Indicator)	Number of municipal personnel with technical skills/ capacity (engineer and technicians) (B2B Indicator)	12	12	-3	3	0	-3	No liquid cash	6	0	-6	No liquid cash	Availability of funds	Opex	Opex	Municipal Records
Ensure that there is minimum financial management skills within the municipality	Number of municipal personnel with financial minimum competency requirements (B2B Indicator)	30	36	-	-	-	-	-	Targeted for 3 rd and 4 th quarter	-	-	-	-	Opex	Opex Opex	Municipal Records
Human Recourse Management (HRM)																
Develop personnel capacity within the municipality	Number of municipal personnel with capacity on spatial planning (B2B Indicator)	1	2	-	2	1	-1	No liquid cash	2	1	-1	No liquid cash	Availability of funds	Opex	Opex	Municipal Records
Ensure that the positions	No. of posts filled	101	185	-	25	0	-25	No liquid	25	0	-25	No liquid cash	Availability of funds	R 23m	R0.00	Organisational

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to improve Variance	Budget	Expenditure	POE / Means of verification
in the funded structure are filled	as per the approved funded structure							cash								structure
Fill all of critical (Sec 54&56) posts by target time	Number of critical (Sec 54&56) posts filled by target time	1	3	-	3	0	-3	Vacancies were advertised in the 2 nd Quarter	3	0	-3	Vacancies were advertised in the 2 nd Quarter	Ensure vacancies be filled in the 3 rd Quarter	Opex	Opex	Appointment letters
Employment Equity																
Produce and implement Employment Equity Plan (EEP)	The number of people from employment equity target groups employed in the three highest levels of management in compliance with a municipality's approved employment equity plan(General KPI)	0	3	-	1	0	-1	Vacancies to be filled in the 3 rd Quarter	1	0	-1	Vacancies to be filled in the 3 rd Quarter	Vacancies to be filled in the 3 rd Quarter	Opex	Opex	Municipal Records
Produce and implement Employment	% of employees appointed in	1%	1%	1%	1%	0%	-1%	Vacancies advertised	1%	0%	-1%	No liquid cash	Posts have being	Opex		Signed report

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to improve Variance	Budget	Expenditure	POE / Means of verification
Equity Plan (EEP)	terms of the EEP targets							ed on the 2 nd Quarter					advertised		Opex	
Conduct Employment Equity Committee meetings	No. of Employment Equity Committee meetings conducted	0	4	1	1	0	-1	Meeting postponed to the 3 rd Quarter	1	0	-1	Meeting postponed to the 3 rd Quarter	Meeting postponed to the 3 rd Quarter	Opex	Opex	Attendance register and minutes
Information Technology (IT)																
Ensure IT user support at all times	% of IT user support provided at all times	100%	100%	100%	100%	100%	0%	None	100%	100%	0%	None	None	Opex	Opex	Signed report
Prevention of data loss	% avoidance of data loss achieved	99,9%	99.9%	99.9%	99.9%	99.9%	0%	None	99.9%	99.9%	0%	None	None	Opex	Opex	Occurrence book
Prevention power loss	% avoidance of loss of power achieved	85%	90%	90%	90%	90%	0%	None	99.9%	90%	0%	None	None	Opex	Opex	Occurrence book
Upgrade LAN	No. of LAN upgraded	0	1	-	-	-	-	-	Targeted for the 4 th quarter	-	-	-	-	R 3 000 000.00		Payment certificates
Computer equipment and software	% expenditure of the budget for Computer equipment	100%	100%	25%	25%	0%	-25%	No liquid cash	50%	25%	-25%	No liquid cash	Availability of	R 500 000.00		Expenditure report

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to improve Variance	Budget	Expenditure	POE / Means of verification
	and software												funds			
Insurance of Computers	% expenditure of the budget for Insurance of Computers	100%	100%	25%	25%	0%	-25%	The budget has been consolidated with	50%	25%	-25%	Budget constraints	Availability of funds	R 1 500 000.00		Expenditure report
Server Virtualisation	% expenditure of the budget for Server Virtualisation	100%	100%	25%	25%	0%	-25%	No liquid cash	50%	25%	-25%	No liquid cash	Availability of funds	R 1 950 000.00	R 0	Expenditure report
IT Security system maintenance	% expenditure of the budget for IT Security system maintenance	100%	100%	25%	25%	0%	-25%	No liquid cash	50%	25%	-25%	No liquid cash	Availability of funds	R 1 200 000.00	R 0	Expenditure report
Operating call center	% expenditure of the budget for Operating call center	100%	100%	25%	25%	0%	-25%	No liquid cash	50%	25%	-25%	No liquid cash	Availability of funds	R 950 000.	R 0	Expenditure report
Employee Assistance Programme																
Conduct	No of		6	2	1			None			0	None	None	R		Attenda

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to improve Variance	Budget	Expenditure	POE / Means of verification
employee assistance programmes	employee assistance programmes	3				1	0		3	3				350 000 000		nce register and report
Attend to all reported EAP cases	% of EAP cases reported	100%	100%	100%	100%	100%	0	None	100%	100%	0%	None	None	Opex	Opex	EAP Statics
Occupational Health and Safety (OHS)																
Conduct OHS programmes	No of OHS programmes conducted	5	4	1	1	1	0	None	2	2	0	None	None	Opex	Opex	Attendance register and report
Medical Surveillance	% expenditure of the budget for Medical Surveillance	100%	100%	25%	25%	0%	-25%	No liquid cash	50%	25%	-25%	No liquid cash	Availability of funds	R 1 300 000.00	R0.00	Expenditure report
Auxiliary Services																
Office lease rentals	% expenditure of the budget for Office lease rentals	100%	100%	25%	50%	50%	0%	None	50%	50%	0%	None	None	R 1 200 000.00	R0.00	Expenditure report
Postage services	% expenditure of the budget for Postage	100%	100%	25%	25%	25%	0%	None	50%	50%	0%	None	None	R 5 700 000.00	R0.00	Expenditure report
Municipal Assets	% expenditure	100%	100%	25%	25%		0	None		50%	0%	None	None	R 7, 000,	R	Expenditure

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to improve Variance	Budget	Expenditure	POE / Means of verification
insurance	of the budget for Municipal Assets insurance					25%			50%					000.00	3,500,000	report

13. Finance Department

13.1. Finance Department SDBIP Mid-Year Report

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to Improve Variance	Budget	Expenditure	POE / Means of verification
KPA 4: MUNICIPAL FINANCIAL VIABILITY																
To ensure sound financial management of municipality																
Budget																
Financial Consultants fees	% expenditure of the budget for Financial Consultants fees	100%	100%	25%	50%	93%	47%	Extension of scope of work, it lead to the increase of the budget,	50%	93%	47%	Extension of scope of work, it lead to the need of virement to the budget,	Improved future planning	R 5 000 000.00	R 6 500 000	Expenditure report
Ensure that budgets compiled are approved by target date	No. of budgets approved by target date	1	1	-	-	-	-		To be performed on the fourth quarter	-	-	-	-	Opex	Opex	Council resolution
Compile and submit credible financial statements by target date	No. of credible financial statements compiled and submitted by target date	1	1	1	1	1	0	None	1	1	0	None	None	Opex	Opex	Signed document
Compile financial reports and submit by	No. of financial reports compiled	12	12	3	3					6	0			Opex		Signed report

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to Improve Variance	Budget	Expenditure	POE / Means of verification
target date (Section 71 & 72)	and submitted by target date					3	0	None	6			None	None		Opex	
Allocate budget for operation and maintenance (B2B Indicator)	Percentage of operation and maintained budget allocated (B2B Indicator)	3%	5%	5%	5%	29%	+24%	None	5%	10%	+5%	None	None	Opex	Opex	Approved budget
Spend a percentage of own funding on capital projects (General KPI)	The percentage of a municipality's capital budget actually spent on capital projects identified this financial year in terms of the municipality's integrated development plan (General KPI)	3%	3%	3%	3%	3%	0	None	3%	3%	0	None	None	Opex	Opex	Approved budget
Revenue Management																

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to Improve Variance	Budget	Expenditure	POE / Means of verification
Ensure reviewed and approval of Revenue enhancement strategy (B2B Indicator)	Number of revenue enhancement strategy reviewed and approved (B2B Indicator)	0	1	1	-	-	-	The strategy will be reviewed and approved on the fourth quarter	1	0	-1	Delay in the appointment of committees	The strategy will be reviewed and approved on the fourth quarter	Opex	Opex	Approved document
Review and approve revenue generation policies (B2B Indicator)	Number of revenue generation policies reviewed and approved. (B2B Indicator)	0	1	1	-	-	-	Policies will be reviewed and approved on the fourth quarter	1	0	-1	Delay in the appointment of committees	The Policy will be reviewed and approved on the fourth quarter	Opex	Opex	Approved document
Ensure the increment of revenue collected monthly at least at (95%) per month (B2B Indicator)	% of revenue collected monthly at least at (95%) per month (B2B Indicator)	23%	95%	30%	50%	45%	-5%	Lack of revenue enhancement strategy	50%	45%	-5%	Lack of financial system, Lack of revenue enhancement strategy	Develop and Implement the revenue enhancement strategy	Opex	Opex	Financial statement
Collect all debt owed to the municipality (B2B Indicator)	% of debt collected (B2B Indicator)	23%	95%	30%	50%	35%	-15%	Lack of system	50%	35%	-15%	Lack of financial system	Effective enforcement of credit control	Opex	Opex	Financial Statement

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to Improve Variance	Budget	Expenditure	POE / Means of verification
Indicator)																
Report municipal financial viability expressed by appropriate ratios (General KPI)	Financial viability as expressed by the appropriate ratios (General KPI)	1.3:1	2:1	2:1	2:1	1:1	1:0	Assets are equal to Liabilities	1:1	1:1	1:0	Assets are equal to Liabilities	Improve cash flow management	Opex	Opex	Financial statement
Perform data cleansing on a regular basis (meter services) (B2B Indicator)	Number of data cleansing programmes performed (meter services) (B2B Indicator)	0	2	-	1	0	-1	Postponed to the next financial year	1	0	-1	Unreliability of financial management system	Appointment of Transversal contact of MSCOA compliant financial system	Opex	Opex	Signed report
Credit Control																
Credit control support	% expenditure of the budget for Credit control support	100%	100%	25%	50%	97%	+47%	Increase of scope of work resulted in virement of Budget	50%	97%	+47%	Service providers worked beyond the scope	Proper planning	R 2 000 000.00	R1 900 000	Expenditure report
Expenditure Management																
Conduct creditors	No. of creditors	12	12	3	3			None		6	0	None	None	Opex		Signed report

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to Improve Variance	Budget	Expenditure	POE / Means of verification
reconciliations	reconciliations conducted					6	0		6						Opex	
Produce creditors age analysis	No. of creditors age analysis produced	12	12	3	3	6	0	None	6	6	0	None	None	Opex	Opex	Signed report
Ensure that payments are made within 30 days	% of payments made by target dates (Within 30 days)	65%	70%	75%	80%	80%	0	None	80%	80%	0%	None	None	Opex	Opex	Proof of payment
Ensure that conditional grants are spent in accordance with DoRA by target date	% of conditional grant spent in accordance with DoRA by target date	48%	100%	25%	50%	47%	-3%	Poor planning	50%	47%	-3%	Poor planning	Proper planning	Opex	Opex	Financial statement
Spend all municipal infrastructure grant (MIG) (B2B Indicator)	% of municipal infrastructure grant (MIG) spent (B2B Indicator)	48%	100%	25%	50%	41%	-9%	Poor planning	50%	41%	-9%	Poor planning, however the target is achieved in terms of MIG guideline)	Proper planning (Revise Mid-year implementation plan)	Opex	Opex	Financial statement

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to Improve Variance	Budget	Expenditure	POE / Means of verification
Spend all municipal systems improvement grant (MSIG) (B2B Indicator)	% of municipal systems improvement grant (MSIG) spent (B2B Indicator)	100%	100%	25%	50%	0%	-50%	No budget allocation	50%	0%	-50%	No budget allocation	No budget allocation	Opex	Opex	Financial statement
Spend all municipal personnel budget (B2B Indicator)	% of municipal personnel budget spent (B2B Indicator)	100%	100%	25%	50%	50%	None	None	50%	50%	0%	None	None	Opex	Opex	Financial statement
Spend all municipal Capital budget (B2B Indicator)	% of municipal Capital budget spent (B2B Indicator)	100%	100%	25%	50%	55%	+5%	Projects that were not budgeted for were paid	50%	55%	+5%	Projects that were not budgeted for were paid	Proper planning	Opex	Opex	Financial statement
Develop Indigents policy	No of Indigents policies developed	0	1	-	1	0	-1	Policies will be reviewed and approved on the fourth quarter	1	0	-1	Late appointment of committees	Policies will be reviewed and approved on the fourth quarter	Opex	Opex	Approved document
Assets management																
Municipal	%	100%	100%	25%	50%			Delay in	50%	40%	-10%			R		Expendi

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to Improve Variance	Budget	Expenditure	POE / Means of verification
Assets insurance	expenditure of the budget for Municipal Assets insurance					40%	-10%	capital projects				Delay in capital projects		7 000 000.00	R2 870 838.74	Expenditure report
Assets verification and valuation (fixed assets register)	% expenditure of the budget for Assets verification and valuation (fixed assets register)	100%	100%	25%	50%	50%	0%	None	50%	50%	0%	None	None	R 4 000 000.00	R2 012 652.80	Expenditure Report
Conduct asset counts regularly	No. of asset counts conducted	2	2	-	1	1	0	None	1	1	0	None	None	Opex	Opex	Signed report
Conduct reconciliations on assets register regularly	No. of reconciliations on assets register conducted	2	12	3	3	3	0	None	6	6	0	None	None	Opex	Opex	Signed report
Supply Chain Management																
Database system	% expenditure of the budget for Database system	100%	100%	25%	50%	0%	-50%	Process of procuring Mscosa	50%	0	-50%	Process of procuring Mscosa	Fast-track the process of MSCOA	R 1 000 000.00	R0.00	

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to Improve Variance	Budget	Expenditure	POE / Means of verification
Process formal quotations and orders by target dates	% of formal quotations and orders processed by target dates	80%	100%	85%	90%	90%	0%	Delay in the approval of Reports	90%	90%	0%	None	None	Opex	Opex	Register and report
Award tenders by targets dates	% of tenders awarded by targets dates	80%	100%	85%	90%	90%	0%	Most of the bids are still at the evaluation and adjudication stage	90%	90%	0%	Most of the bids are still at the evaluation and adjudication stage	Bid committee to sit in time	Opex	Opex	Adverts and reports
Review SCM policy	No. of SCM policies Reviewed	1	1	-	-	-	-	-	Targeted for the 4 th quarter	-	-	Delay in appointment of policies	Policies will be reviewed and approved on the fourth quarter	Opex	Opex	Approved document
Conduct stock counts regularly	No of stock counts conducted	2	2	-	1	0	-1	Work in progress	1	0	-1	Work in progress	Improved future planning	Opex	Opex	Report
Conduct stock reconciliations regularly	No of stock reconciliations	2	12	3	3	3	0	None	6	6	0	None	None	Opex	Opex	Report

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to Improve Variance	Budget	Expenditure	POE / Means of verification
	conducted															

14. Office of The Municipal Manager

14.1. Office of the Municipal Manager SDBIP Mid-Year Report

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to Improve Variance	Budget	Expenditure	POE / Means of verification
Safety and Security																
Conduct safety and security awareness programme	Number of safety and security awareness programmes implemented	5	4	1	1	0	-1	Delays in the permanent appointment of Security Personnel	2	0	-2	Delays in the permanent appointment of Security Personnel	An announcement has been made that appointment letters has been signed	R40 000.00		Attendance Register and Report
Security operations	% expenditure of the budget for Security operations	100%	100%	25%	50%	0	-50%	Delays in the permanent appointment of Security Personnel	50%	0	-50%	Delays in the permanent appointment of Security Personnel	An announcement has been made that appointment letters has been signed	R100 000		Expenditure report
Security uniform	% expenditure of the budget for Security uniform	100%	100%	25%	50%	0	-50%	Delays in the permanent appointment of Security Personnel	50%	0	-50%	Delays in the permanent appointment of Security Personnel	An announcement has been made that appointment letters has been signed	R300 000		Expenditure report
Procurement of Firearms	% expenditure of the	100%	100%	25%	50%	0	-50%	Delays in the perman	50%	0	-50%	Delays in the permanen	An announcement has	R100 000		Expenditure report

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to Improve Variance	Budget	Expenditure	POE / Means of verification
	budget for Procurement of Firearms							ent appointment of Security Personnel				t appointment of Security Personnel	been made that appointment letters has been signed			
Security Guard House	% expenditure of the budget for Security Guard House	100%	100%	25%	50%	0	-50%	Delays in the permanent appointment of Security Personnel	50%	0	-50%	Delays in the permanent appointment of Security Personnel	An announcement has been made that appointment letters has been signed	R500 000		Expenditure report
Audit Committee																
Conduct Audit Committee meetings	No. of Audit Committee meetings conducted	4	4	1	1	1	0	None	2	2	0	None	None	R216 000.00	R216000	Attendance Register and minutes
Implement Audit and performance Committees resolutions (B2B Indicator)	% of Audit and performance Committees resolutions implemented. (B2B Indicator)	100%	100%	100%	100%	100%	0	None	100%	100%	0	None	None	Opex	Opex	Implementation report
Produce Audit Committee	No. of Audit Committee	4	4	1	1	0	-1	Resignation of	2	0	-2	Resignation of the	Appointment of the	Opex	Opex	Signed report

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to Improve Variance	Budget	Expenditure	POE / Means of verification
reports	reports produced							the chairperson				chairperson	chairperson in the third quarter			
Produce Annual Audit Committee reports	No. of Annual Audit Committee reports produced	1	1	-	-	-	-	-	Targeted for 3 rd Quarter	-	-	-	-	Opex	Opex	Signed report
Internal Audit																
Conduct Audit projects	% audit projects completed	80%	85%	20%	40%	25%	-15%	Coordinating AG work	40%	25%	-15%	Coordinating AG work	Request for interns	Opex	Opex	Signed report
Produce Internal audit reports	No. of Internal audit reports produced	4	4	1	1	0	-1	Coordinating AG work	2	0	-2	Coordinating AG work	Reporting on Audit Committee to be scheduled for February 2017	Opex	Opex	Signed report
Submit AG Action to council by 31 January (B2B Indicator)	Submit AG Action Plan to council by 31 January (B2B Indicator)	1	1	-	-	-	-	-	Targeted for 3 rd quarter	-	-	-	-	Opex	Opex	Council resolution
Review Internal audit documents (Internal Audit policies,	No. of reviews made (Internal Audit	4	4	-	-	-	-	-	Targeted for the 4 th quarter	-	-	-	-	Opex	Opex	Signed reviewed documents

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to Improve Variance	Budget	Expenditure	POE / Means of verification
procedures and plans)	policies, procedures and plans)															
Conduct District Internal Audit forum meetings	Number of district Internal Audit forum meetings conducted	4	4	1	1	0	-1	Forum chaired by external person, planning Challenges	2	1	1	No control as Forum is chaired by external person,	Forum to be chaired by District	Opex	Opex	Register and Minutes
Resolve internal audit findings (B2B Indicator)	% internal audit findings resolved. (B2B Indicator)	64%	100%	-	-	-	-	-	Targeted for both 3 rd and 4 th quarter	-	-	-	-	Opex	Opex	Signed report
Resolve AG queries (B2B Indicator)	% AG queries resolved (B2B Indicator)	60%	100%	-	-	-	-	-	Targeted for both 3 rd and 4 th quarter	-	-	-	-	Opex	Opex	Signed report
To promote a culture of accountability, participatory, responsiveness, transparency and clean governance																
Inter-Governmental Relation Committees (IGR)																
Implement IGR Resolutions	% of IGR Resolutions implemented	100%	100%	100%	100%	100%	0%	None	100%	100%	0%	None	None	Opex	Opex	Implementation report
Conduct IGR forum meetings	No. of IGR forum meetings	1	4	1	1	1	0	None	2	2	0	None	None	R20 696.00		Attendance Register

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to Improve Variance	Budget	Expenditure	POE / Means of verification
	conducted															and Minutes
Conduct District IGR Technical forum meetings	No. of district IGR Technical forum meetings conducted	4	4	1	1	1	0	None	2	2	0%	None	None	Opex	Opex	Attendance Register and Minutes
Conduct IGR cluster meetings	Number of IGR cluster meetings conducted	8	16	4	4	4	0	None	8	8	0	None	None	Opex	Opex	Attendance Register and Minutes
Risk Management, Fraud Prevention Plan																
Risk Awareness	% expenditure of the budget for Risk Awareness	100%	100%	25%	50%	0%	-50%	None	50%	0%	-50%	No liquid cash	None	R50 000	R0.00	Expenditure report
Hot line	% expenditure of the budget for Hot line	100%	100%	25%	50%	0%	-50%	None	50%	0%	-50%	No liquid cash	None	R 50 000.00	R0.00	Expenditure report
Conduct risk assessments	No. of risk assessments conducted	4	4	1	1	1	0	None	2	2	0	None	None	Opex	Opex	Signed report
Investigate fraud and corruption cases (B2B)	% of fraud and corruption cases	100%	100%	100%	100%	100%	0	None	100%	100%	0%	None	None	Opex	Opex	Signed reports

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to Improve Variance	Budget	Expenditure	POE / Means of verification
Indicator)	investigated (B2B Indicator)															
Conduct risk management committee meetings	No. of risk management committee meetings conducted	4	4	1	1	1	0	None	2	2	0	None	None	Opex	Opex	Register and minutes
Review risk management committee charter	No. of risk management committee charters reviewed	1	1	1	-	-	-	-	1	1	0	None	None	Opex	Opex	Approved document
Produce risk assessments reports	No. of risk assessments reports produced	4	4	1	1	1	0	None	2	2	0	None	None	Opex	Opex	Signed report
Conduct Anti-fraud and corruption workshops	No. of Anti-fraud and corruption workshops conducted	8	8	2	2	2	0	None	4	4	0	None	None	Opex	Opex	Attendance register and minutes
KPA 1: INSTITUTIONAL DEVELOPMENT AND TRANSFORMATION																
To establish an efficient and productive administration that prioritizes quality service delivery																
Employee Performance Management																
Conduct working sessions on signing of PAs	No. of PMS working sessions on signing of PAs conducted	1	1	1	-	-	-	-	1	1	0	None	None	Opex	Opex	Attendance register and minutes

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to Improve Variance	Budget	Expenditure	POE / Means of verification
Produce employee performance assessment reports	No. of employee performance assessment reports produced	2	2	-	1	0	-1	Late submission of reports by employees	1	0	-1	Late submission of reports by employees	To be done in the 3 rd Quarter	R3 000 000.00	R0.00	Signed reports
Conduct PMS workshops	No. of PMS workshops conducted	4	4	1	1	1	0	None	2	2	0	None	None	Opex	Opex	Attendance register and manuals
Organisational Performance Management System (PMS)																
Produce organizational SDBIP performance reports	No. of SDBIP performance reports produced	4	4	1	1	1	0	None	2	2	0	None	None	Opex	Opex	Signed report
Produce mid-year reports by target date	No. of Organisational mid-year reports produced by target date	1	1	-	-	-	-	-	Targeted for the 3 rd quarter	-	-	None	None	Opex	Opex	Signed report
Produce an Annual Report by target date	No. of Annual reports produced by target date	1	1	-	-	-	-	-	Targeted for the 3 rd quarter	-	-	None	None	R 50 000 .00	R0.00	Signed report

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to Improve Variance	Budget	Expenditure	POE / Means of verification
Produce SDBIP by target	No. of SDBIPs approved by target	1	1	1	-	-	-	-	1	1	0	None	None	R 150 000.00	R0.00	Approved document
Revise SDBIP by target date	No. of SDBIPs revised by target date	1	1	-	-	-	-	-	Targeted for the 3 rd quarter	-	-	None	None	Opex	Opex	Approved document
Publication	% expenditure for the budget of Publication	100%	100%	25%	50%	50%	0%	None	50%	50%	0%	None	None	R120 000.00	R120 000.00	Expenditure report
Ensure that PAs are signed by section 54&56 managers by target date	No. of PAs signed by section 54&56 managers by target date	3	6	6	-	-	-	-	6	2	-4	Positions not yet filled	To be filled in the 3 rd Quarter	Opex	Opex	Signed documents
Ensure that newly appointed section 54&56 managers sign PAs	Number of newly appointed section 54&56 managers with signed PAs	2	6	2	-	-	-	-	2	2	0	None	None	Opex	Opex	Signed documents
Ensure that PAs for section 54&56 managers are	No. of PAs for section 54&56 managers	3	6	2	-	-	-	-	2	2	0	None	None	Opex	Opex	Print out

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to Improve Variance	Budget	Expenditure	POE / Means of verification
published on the website	published on the website															
Monitoring and Evaluation																
Visit projects for monitoring purposes	No. of projects visited for monitoring purposes	120	120	30	30	30	0	None	60	60	0	None	None	Opex	Opex	Report and photos
Ensure that service delivery complaints are resolved (B2B Indicator)	Percentage (%) of complaints resolved (B2B Indicator)	100%	100%	100%	100%	100%	0%	None	100%	100%	0%	None	None	Opex	Opex	Complaints register
Ensure that all recorded complaints are responded to	% of complaints recorded and responded to	100%	100%	100%	100%	100%	0%	None	100%	100%	0%	None	None	Opex	Opex	Complaints register
Produce M&E reports	No. of M&E reports produced	4	4	1	1	1	0%	None	2	2	0	None	None	Opex	Opex	Signed report
Produce Back to Basics reports	No. of Back to Basics reports produced	4	12	3	3	3	0	None	6	6	0	None	None	Opex	Opex	Signed report
Legal Services																
Make representation	% representation	100%	100%	100%	100%	100%	0%	None	100%	100%	0%	None	None	R 1 000 00	R 1 000 00	Litigation

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for Variance	Measures to Improve Variance	Budget	Expenditure	POE / Means of verification
cases in litigations	cases in litigations													0,00	0,00	register
Develop SLAs	% of SLAs developed	0	100%	100%	100%	100%	0%	None	100%	0%	-100%	Still finalizing SLAs with departments	None	OPEX	Opex	Signed SLAs
By-laws promulgated as and when they are needed (B2B Indicator)	Number of by-laws promulgated . (B2B Indicator)	2	2	-	-	-	-	-	Targeted for the 4 th quarter	-	-	-	-	Opex	Opex	Approved document
By-laws reviewed as and when there is a need (B2B Indicator)	Number of by-laws reviewed. (B2B Indicator)	2	2	-	-	-	-	-	Targeted for the 4 th quarter	-	-	-	-	Opex	Opex	Approved document

15. Office of the Executive Mayor

15.1. Office of The Executive Mayor SDBIP Mid-Year Report

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for variance	Measures to Improve Variance	Budget	Expenditure	POE / Means of verification
KPA 2: Service delivery and Infrastructure Development																
Objectives: To improve access to water services through provision, operation and maintenance of socio-economic and environmental infrastructure																
Education																
Provide learners with financial assistance	No of pupils awarded with Mayoral bursary.	60	60	-	60	60	0	None	60	60	0	None	None	R 3 500 000.00	R438 721.33	Signed List of students and report
Develop Mayoral bursary plan	No of Mayoral Bursary plans developed	0	1	-	1	1	0	None	1	1	0	None	None	Opex	Opex	Approved document
KPA 5: PUBLIC PARTICIPATION AND GOOD GOVERNANCE																
To promote a culture of accountability, participatory, responsiveness, transparency and clean governance																
Management and operational systems: Communication																
News letter	Number of editions (publications) released	4	4	1	1	1	0	None	2	2	0	None	None	R 324 000.00	R324 000	Copies
Produce regular media statements	Number of media statements produced	76	40	10	10	15	+5	None	20	25	+5	More public events & service delivery issues	None	Opex	Opex	Signed statements
Produce mayoral speeches	% of mayoral speeches produced	100%	100%	100%	100%	100%	0%	None	100%	100%	0%	None	None	Opex	Opex	Signed speeches

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for variance	Measures to Improve Variance	Budget	Expenditure	POE / Means of verification
Conduct media conferences	Number of media conferences conducted	1	1	-	-	-	-	-	No target for the Mid-Year	1	+1	Report on 100 days of the Executive Mayor in office	None	R50 000.00	R2 850	Attendance Register and Minutes
Develop marketing publications & advertisements	Number of marketing publications & advertisements developed	10	10	3	3	3	0	None	6	6	0	None	None	R 150 000.00	R18 480.01	Signed publications and adverts
Produce service delivery research reports	No. of service delivery research reports produced	10	10	3	3	3	0	None	6	6	0	None	None	Opex	Opex	Signed reports
District communication Forum	Number of meetings conducted	4	4	1	1	1	0	None	2	2	0	None	None	R 5 290.00	0	Attendance register, agenda and minutes
Thusong Centres																
Conduct Thusong Centres services awareness campaigns	No. of Thusong Centres services awareness campaigns conducted	7	8	2	2	2	0	None	4	4	0	None	None	R 27 134.00	Austerity measures	Attendance Register and Minutes

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for variance	Measures to Improve Variance	Budget	Expenditure	POE / Means of verification
Thusong Center operations	% expenditure of the budget for Thusong Center operations	100%	100%	25%	50%	0%	-50%	Still working on the maintenance plan	50% (R 00.00)	0%	-50%	Still working on the maintenance plan	Awaiting the maintenance plan approval	R832 584.00	0% (R 00.00)	Expenditure report
Develop Thusong Centers service level agreements	No of Thusong centers service level agreements developed	0	3	-	-	-	-	-	Targeted for the 4 th quarter	-	-	-	-	Opex	Opex	Signed SLAs
Develop maintenance plan for Thusong centers.	No of maintenance procedures carried out in Thusong centers developed.	0	2	2	-	-	-	-	2	0	-2	Not liquid cash	Applied for more allocations	R54 860 .00	R00.00	Approved maintenance plan
Maintain the number of institutions providing services in Thusong centers	No of institutions providing services in Thusong centers	19	19	19	19	19	0	None	19	19	0	None	None	Opex	Opex	Signed SLAs
Provide information for municipal	% of information provided for	100%	100%	100%	100%	100%	0%	None	100%	100%	0	None	None	Opex	Opex	Signed submissions

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for variance	Measures to Improve Variance	Budget	Expenditure	POE / Means of verification
website when required	municipal website as required															
Public Participation Strategy																
Conduct community Fora meetings	Number of community Fora meetings (Imbizos) conducted	4	4	1	1	1	0	None	2	2	0	None	None	R150 000.00	R150 000.00	Attendance register and minutes
Hold community feedback meetings (B2B Indicator)	Number of community feedback meetings held (B2B Indicator)	4	1	1	1	1	0	None	2	2	0	None	None	Opex	Opex	Attendance register and minutes
Conduct coordinate National and Provincial events	Number of Batho Pele programmes conducted	1	1	-	-	-	-	-	Targeted for the 4th quarter	-	-	-	-	R 100 000.00	R9 000.00	Attendance register and Report
Conduct ward committees conference	No of ward committee conferences conducted	1	1	1	-	-	-	-	1	0	-1	Awaiting finalization of Ward Committees establishment	To be done in the fourth quarter	R250 000.00	R0.00	Attendance register and minutes
Conduct State of the District Address function	Number of State of District Address functions conducted	1	1	1	-	-	-	-	1	1	0	None	None	R200 000.00	R200 000.00	Attendance register and Report

Performance Standard	KPI	Baseline	Annual Target	Q1 Target	Q2 Target	Q2 Actual	Q2 Variance	Q2 Reasons for Variance	Mid-Year Total	Mid-Year Actual	Mid-Year Variance	Mid-Year Reasons for variance	Measures to Improve Variance	Budget	Expenditure	POE / Means of verification
Support for Traditional leaders	% expenditure of the budget for Support for Traditional leaders	100%	100%	25%	50%	50%	0%	None	50%	50%	0%	None	None	R 126 000.00	R105 120.00	Expenditure report
Special Programmes																
Conduct Special programmes	Number of Special programmes conducted	24	24	6	6	6	0	None	12	12	0	None	None	R 500 000.00	R49 052.00	Attendance register and minutes

16. Conclusion

As stated in the analysis above, in line with the MFMA s28 (2)(a) the municipality will have to revise the ORIGINAL BUDGET as there is material changes in collections of revenue, repayment of unspent conditional grant and the expenditure to avoid any UNAUTHORISED EXPENDITURE. The departments are encouraged to review their SDBIP to be aligned with the resources that are available after the Mid-year assessment process. The departments will ensure that the expenditure is controlled against the available budget to avoid overspending. Overspending shall not be allowed at vote level, if such occurs due to improper management of votes, such incidents will be reported as a note in the financial statements as unauthorized and shall be treated in terms of section 32 of the Municipal Finance Management Act of 2003.