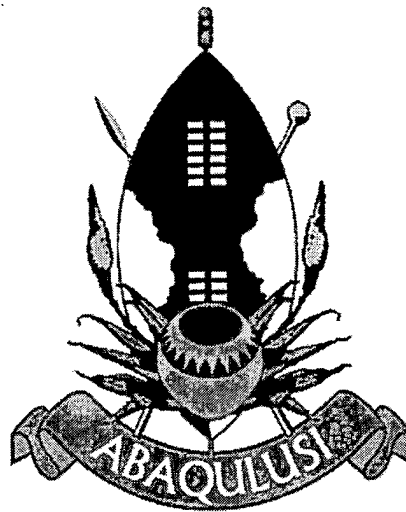


***ABAQULUSI  
MUNICIPALITY***



***2015-16 DRAFT HALF-YEAR  
REPORT***

## **EXECUTIVE SUMMARY**

The Municipality obtained an unqualified audit opinion for the 2015/16 financial year, this is evidence that there is great improvement in terms of team work both administratively and politically. The improvement in the audit opinion has greatly influenced the performance of the municipality in the achievement of the set targets for the financial year.

Although there are challenges in the delivery of services in some areas of the Municipality, but there have been great stride of delivery in most areas of the Municipality. The successes and challenges experienced in the previous quarters are highlighted in the listed KPAs.

- **Institutional development and organisational transformation**

The appointment of Municipal Manager is currently in progress and the Municipality has appointed the following 56 managers during the period when it was placed under administration.

N.N. Sibisi	Executive Director: Corporate Services
S. Chetty	Executive Director Technical Services
D.Zulu	Executive Director: Development Planning
A.B. Mnikathi	Executive Director: Community Services
H.A. Mahomed	Executive Director Finance

There is slow progress in the implementation of the organogram however the placement policy has been adopted. Councillors have been trained on the Batho Pele principles and Councillor Development Programme.

- **Basic Service delivery**

The ageing infrastructure and equipment poses great challenges in the implementation of the set targets within this department as a service delivery department. However in the project management unit there are great strides in the completion of projects. The Municipality is in the process of drafting a maintenance plan for all its infrastructure and facilities.

The water crisis continues to pose danger in our community and surrounding areas. Cogta has provided assistance to the Municipality by providing 3 water tankers to help fast track the delivery of water in areas that are greatly affected by drought.

- **Local economic development**

The Spatial Development Framework is currently under review which was last reviewed in 2008, with the R350 000 grant funding received from Cogta. The LED unit has begun implement its ward projects for all 22 wards.

- **Financial viability**

In terms of the revenue the Municipality has improved by 6% increase whereas rates a lower by 2% in comparison to the budget and the revenue form service charges is also lower than budget with 8%, whilst the expenditure is lower by 12%. The major challenge is that the financial position of the Municipality is unhealthy as it only covers the cash flow for only 1 month and not the required 3 months. However there are plans in place for revenue enhancement.

- **Good governance and public participation**

Council structures are functioning optimally and play a meaningful oversight role. The Municipality reviewed the Orders of delegation and Rules of Order.

The Municipality obtained an unqualified audit opinion and 90% of the matters that led to the disclaimer have been resolved. The Municipality has embarked on the services of the MSCOA which is represented by all departments and meets on a bi weekly basis.

**OFFICE OF THE MUNICIPAL MANAGER**

The Office of the Municipal Manager is responsible for the overall functioning and performance of the Municipality in ensuring that the Municipality renders the best services to the community at large and maintains good relations with other government entities.

The following are the staff in the office of the Municipal Manager and their functions:-

- Acting Municipal Manager
- Manager: IDP/ PMS
- Manager: Internal Audit
- Acting Chief Operations
- Acting Personal Assistant to the Municipal Manager

### **Office of the Municipal Manager**

This office is responsible for ensuring that the institution is functioning at its best and serves as the link between the administrative wing and the political wing. The Municipal Manager delegates power to the deputy Municipal Managers (Executive Directors) in different departments, this is done in order to ensure that services are being rendered in the effective and efficient manner.

### **Challenges**

No permanent Municipal Manager therefore resulting to instability within the institution

### **Proposed remedy**

The committee for the appointment of the Municipal Manager has been appointed by Council.

### **Office to the Manager: IDP/PMS**

The responsibility of this office is to ensure that the Municipality Reviews and Implements its Integrated Development Plan on an annual basis. This office is closely linked to all municipal and government departments as well as external stakeholders.

Key responsibilities in this office include but limited to the following functions:

- Facilitate the review/development of the Draft and Final IDP
- Co-ordinate inter departmental meetings
- Co-ordinate stakeholder meetings
- Implementation of the Performance Management Framework
- Plan, Implement, Monitor and Evaluate Performance within the Municipality.
- Co-ordinate the implementation of the Back to Basics programme on a Monthly and Quarterly basis.

## **Challenges**

- Lack of capacity within the IDP/PMS unit-currently the unit is made up of only 1 official
- Poor participation in the IDP Processes-both internal and external stakeholders
- Late submission of performance reports by departments results in late performance reviews.
- Back to basics programme is yet to be prioritized and delays in submission of reports are on-going

## **Proposed Remedy**

- An IDP/PMS officer needs to be budgeted and prioritized in the 2016/2017 financial year.
- The process plan needs to be thoroughly discussed with all stakeholders.
- Departments to commit in honoring the submission dates
- Back to Basics needs to be driven from HOD level.

## **Office of the Manager Internal Audit**

The AbaQulusi Municipality Internal Audit Unit through its audit, investigation and advisory work, the unit continued to maintain strong credibility as a key component of AbaQulusi Municipality's internal oversight and accountability structure.

This in turn assured management, audit committee, council and other stakeholders of the continuous review of AbaQulusi Municipality's governance, risk management and control processes.

## **KEY ACHIEVEMENTS**

The Internal Audit Unit successfully completed a substantial portion of its half yearly audit work plan for 2015/2016 financial year, including the completion of an ad-hoc audit on section 36 deviations requested by Council on its council meeting held on the 08 September 2015, In summary, Five (5) audits were commenced, of which four (4) audits were completed and one is at the execution stage. Overall, the internal audit unit provided comprehensive coverage of all key audit areas and addressed those issues that were seen to pose the highest risk to the achievement of organizational objectives.

The Internal Audit Unit also provided significant amounts of advisory work throughout the year. The Unit continued to support the implementation of the Enterprise Risk Management (ERM) within the institution by conducting numerous risk assessment session and risk management policy workshops for staff and councillors.

## **CHALLENGES**

A primary shortfall in the Internal Audit Unit for the past six months was on the number of staff vacancies. While the Internal Audit Manager position was filled but there is high need to capacitate the unit in order to fully render in house internal audit unit,

It is to be noted that the substantial completion of the 2015/2016 work plan is to be attributed to the dedication and hard work of co-sourcing audit projects.

## **RISK MANAGEMENT UNIT**

The Municipality has now improved on its risk maturity level by developing risk management policies which were adopted by Council in order to effectively manage its risks and strengthen the achievement of the municipality objectives

## **KEY ACHIEVEMENTS**

Risk assessment were successfully conducted which has resulted in a resilience institutional risk register, fraud risk register and IT risk register. Terms of reference was developed in line with the risk management framework to give guidance on how the risk management committee will discharge its responsibilities.

## **CHALLENGES**

Since the finalisation of risk registers there was no amount of effort made by municipal departments to implement the mitigation measures on minimising risks that are within their respective department in order to achieve the stated objectives of the municipality.

## **AUDIT COMMITTEE**

The Municipality Audit Committee met two times in the past six (6) months, as planned in accordance with the Audit Committee Charter which was approved. The Audit Committee is composed of external members only, with the Internal Audit unit providing administrative and secretarial support. The Committee serves as an independent advisory body mandated to review the functioning of the Municipality oversight system; internal and external audit matters; and financial management, accounting and reporting practices. Throughout the year, the Committee interacted frequently with Directors and managers throughout the Organization.

### **Office the Chief Operations**

This office coordinates the daily operations of the institution, by managing departmental plans, routing and attending to incoming correspondence, with the purpose of appraising the office of the Municipal Manager on the functioning of the Municipality and its departments.

The drafting of the SDBIP (Service Delivery and Budget Implementation Plan) is also a function of this office where the incumbent in the office works with the IDP/PMS office and internal departments in setting targets for the financial year.

In terms of Performance Management this office consolidates institutional monthly and quarterly and annual reports with inputs from departments and assessment reports from the office of the IDP/PMS and Internal Audit. These reports are then tabled to Executive Committee and Council for adoption as documents of Council.\



KPA 1: INSTITUTIONAL DEVELOPMENT AND ORGANISATIONAL  
TRANSFORMATION

## **EXECUTIVE SUMMARY**

This executive summary outlines an overview on main points highlighting key successes and challenges experienced by the Department during the 1<sup>st</sup> Half year.

## **INSTITUTIONAL DEVELOPMENT AND ORGANISATIONAL TRANSFORMATION**

### **COUNCIL SUPPORT**

The main objective of the Council Support Section is to ensure that council and its committees fulfil their executive and legislative functions and play an effective oversight role over administration by June 2017.

Success has been achieved by

The workshop on rules of order was conducted and workshop on delegation of powers was disrupted by protester (employees). We await response from the Service Provider Ngwenya & Zwane Associates for available dates.

## **HUMAN RESOURCES MANAGEMENT**

The main objective of the department is to ensure adoption of the revised organogram.

Success and challenges occurred in that

- Prior to the review, HRM has started a process of JD review and development, however the process has come to a halt due to staff shortage in HR Section. The Officer which was doing JD reviews has requested to be transferred to Employee Benefits office which was previously occupied by our former HR Officer Mr. Z Khumalo who resigned end of October 2015. Once the transfer is finalized the post of Labour Relations Officer needs to be advertised.
- Review of structure to start after this process, since JD's review has stopped the review of an organogram will therefore delay the process.

### **HR Policies Review**

The main objective of the department is to ensure that the Municipality practices sound Human Resources Management by June 2017, by reviewing, adopting and implementing Human Resources Management Policies by December 2015. As an HR section, the HR policies have been adopted by Council in December 2015.

## **RECRUITMENT PROCESS UNDERTAKEN AND FINALISED**

Applications from adverts that closed on 26 June 2015 were received by HRM. Recruitment Plan was drafted and presented. Capturing started but AMM & Unions stopped recruitment process due to placement.

### **CHALLENGES**

- The Human Resources Management Section has a challenge due to the fact that the placement process is not been finalized. Thereafter, vacant posts can be advertised.
- We are facing high overtime turnover due to the non-filling of vacant post and acting allowances. Employees cannot take annual leave due to staff shortages.

## **EMPLOYMENT EQUITY PLAN**

EE Plan has been noted by Council as a draft and awaiting comments by the LLF.

### **CHALLENGES**

The greatest challenge facing HR is that LLF meetings are not taking place. Numerous notices for LLF meetings have been issued but meetings are not being held. There is a danger of getting a huge fine of more than a million from the Department of Labour of noncompliance and not submitting EE Reports. The EE Plan needs to be adopted first.

### **Remedial Action**

- To continue making attempts of issuing notices of LLF meetings in order for the Local Labour Forum to review and provide comments on the EE Plan.

## **HUMAN RESOURCES TRAINING AND DEVELOPMENT**

The main objective is to ensure that staff as well as councillors are exposed to capacity building initiative by June 2017.

Progress has been made in that:

In this quarter HR Policy Workshops were conducted with Councillors, Unions and Management. HR Policy Manual will be tabled at Council for Adoption. The WSP was submitted to Portfolio and also needs to be tabled before Council for adoption.

## **INFORMATION, COMMUNICATION, TECHNOLOGY SECTION**

### **ICT ASSESSMENT AND PROCEDURE AND POLICY REVIEW**

Main objective is to increase the capacity of IT to support the proper and uninterrupted functioning of the Municipality whilst complying to best practices and good governance by June 2017.

Progress made:

The website has been designed and implemented. Two agreements have been reviewed as part of the agreement review process.

### **CONCLUSION**

In conclusion it has become so critically important that we must beef up our human resource both in terms of capacity and capability. A failure to do so will have an immense negative impact on service delivery.

KPA 2A: BASIC SERVICES DELIVERY

## WATER AND SANITATION

### SECTION 1

#### Water

##### 1.1

This section comprises of the Manager, Foreman, Supervisors, Plumbers, Artisan Assistants and General Workers. The main responsibility of this section is to ensure that the residents of Abaqulusi receive purified water, and areas that are not serviced with piped water are supplied with water via tankers. They are also tasked to repair burst water pipes, water meters and replace old asbestos pipes.

##### 1.2

Zululand including Abaqulusi area is drought stricken.

DWA & COGTA have intervened by making funding available to assist

Dams still remain below 25%

Weather projections still anticipate good rains can be expected in September 2016

##### 1.3

#### Challenges encountered

#### **WATER SHORTAGE**

Many areas were not able to receive water as usual as minimal water was treated at the plant. The normal volume of water which is treated in Klipfontein is 15MI per day, Bloemveld is 5MI amounting to Vryheid utilising 20MI. during droughts the volume of water discharged was reduced to 9 MI per day.

A meeting was held with ZDM and DWA whereby the following was discussed

#### **IMPLEMENTATION OF DROUGHT RESTRICTIONS AS PER THE FIRST MEETING CALLED BY DWA**

A special meeting was called by DWA to address the drought current situation. The meeting was held as follows:

*Date:* 08 April 2015  
*Time:* 10:30  
*Members Present:* DWA Representatives  
ZDM Representatives  
LM Representatives

## **MATTERS DISCUSSED**

Due to the fact that there is a drought, Vryheid is facing a difficult situation regarding water. Klipfontein and bloemveld dams have dropped tremendously which requires the municipality to take extreme measures and implement water restrictions as a matter of an urgency.

### ***SUGGESTIONS DISCUSSED TO ARCHIVE MAXIMUM WATER RESTRICTIONS***

- ZDM will construct a flexible pump at Klipfontein dam abstraction point before July 2015 which will draw water at deep channels of the dam.
- A gate valve on the release point (Klipfontein) will be installed which will be operated manually to ensure that water is released as required during restrictions period
- Teams in different areas will be detecting and repairing identified leaks (***funds have been made available by DWA***)
- Orvis to be installed in households

### ***ARCHIEVEMENTS TO DATE***

- water restrictions have been imposed
- water delivered to Ulundi restricted by 50%
- restriction valves are being installed in indigent households (***Finance Dept***)
- Borehole in mason street being repaired (***Electrical Dept***)

### ***LEVELS OF THE DAMS CURRENTLY***

Klipfontein dam	47.5%
Bloemveld	32%
Coronation	52%
Lowsburg	35%
Vaalbank	75%

### ***EFFORTS WHICH HAVE BEEN DONE AND PLANNED TO BE DONE BY THE MUNICIPALITY***

Following the meeting which was held at our offices (Technical boardroom- Mason Street) it was indicated that the approved memo for restrictions needed some more adjustments as the levels of the dam are still getting worst. I have engaged with our Finance Department to look at adjustments which can be further done, it was agreed as follows:

- There are 4423 indigent people in Abaqulusi who are allowed free 6kl per month who are not being properly monitored. These people will have all their meters installed restriction valves (***The process has commenced***)

- There is a big borehole in (Vryheid town) Mason street which has been neglected over the years, Vryheid residents used this borehole when there was draughts. This borehole will be refurbished  
**(The process has commenced)**

Jojo tanks have to be added and installed in various areas where there is a great need

Notices to educate people on how to save water have been issued

Finance has indicated that it would rather be difficult to re adjust the figures which were publicised as Vryheid has never had standards for usage being made known to the public.

## **SECTION 2**

### **SANITATION**

#### 2.1

This section comprises of the Manager, Foreman, Supervisors, Special Workers, Artisan Assistants and General Workers. The main objective of this section is to ensure that sewer is transverse from properties to the waste water treatment plant with the least health hazard. To ensure that all the blockages on the network are attended to within the acceptable turnaround time to reduce hazardous risks.

#### 2.2

The pump station in Bhekuzulu pump station has a challenge of continuous blockages

The blockage results in raw sewerage overflowing to the streams however a honey sucker was outsourced to drain the sewerage and the pump was repaired.

There was a challenge on the sewer line collecting from Sasko low cost houses, the man hole was broken down and require to be reconstructed this manhole is situated next to Transnet railway and has to be reconstructed as a matter of an urgency.



## SECTION 3

### Road maintenance

#### 3.1

This section comprises of the manager, Foreman, Artisan assistants, Brick layers, operators and general workers. Roads and storm water section is mainly responsible for the construction and maintenance of good and safety roads and adequate drainage system in Urban and Rural areas under the jurisdiction of AbaQulusi Municipality, as well a prop response to community requests fall under this section.

The main responsibilities of the section is to ensure that the below listed activities are carried out

- Potholes patching
- Repairs and construction of new sidewalks
- Repairs and construction of new concrete kerbs
- Cleaning of drains and manholes
- Blading/grading of gravel roads
- Re-gravelling of unpaved roads

#### 3.2

The present road infrastructure has outlived its life span, therefore the road have deteriorated to a point where it is costly to rehabilitate. Roads and storm water section is mainly responsible for the construction and maintenance of good and safety roads and adequate drainage system in Urban and Rural areas under the jurisdiction of AbaQulusi Municipality, as well a prompt response to community requests fall under this section.

#### 3.3

##### Challenges

- Continuous disruption of work due to staff demands
- Graders mainly assisting with soccer fields.
- Staff shortage after the end of EPWP employees
- Pothole patching teams not having team leader /supervisor

##### Remedial Actions

- Staff issues to be resolved at a matter of urgency.
- Community services to have their own grader to grade soccer field.
- The process of employment and hiring of EPWP employees to be speed up
- Supervisor to be employed

## SECTION 4 ELECTRICAL

### 4.1

This section comprises of:

- Manager Electricity
- Assistant Manager Distribution, Assistant Manager Contracts and Assistant Manager Planning Test & Control
- Foreman Vryheid, Foreman Emondlo and Foreman Hlobane
- Electricians
- Artisan Assistants
- General Workers
- All staff is responsible for the safe, efficient and reliable electrical distribution networks as in terms of NRS047, 048 and 049.

The department functions are as listed below;

- Repair streetlights
- Replacing of open conductors to aerial bundle conductors
- Joining of medium and low voltage cables
- Maintenance of overhead lines
- Inspections wooden overhead line poles and replacement of such equipment
- Maintenance of Major substation, mini substations and brick substations.
- Maintenance of medium and low voltage distribution networks
- Maintenance of robots
- Daily consumer faults (breakdowns)
- New connections
- Replacement of defective meters
- Inspections of networks
- Management of load control and telemetering
- Fault locations
- Sewerage and water pump stations maintenance and repairs of electrical motors and panels
- Repairs and maintenance to municipal buildings
- Standby and overtime duties

### 4.2 Level and standards in electricity services

To ensure that all Residents of Abaqulusi have safe and reliable electricity supply at a continuous basis as per NRS047,048 and 049 and in terms of NERSA requirements.

### 4.3 Major challenges in electricity services and remedial actions

#### Challenges

- Ageing infrastructure causing continuous outages
- Illegal connections which endanger the public and deprive the municipality of income
- Theft and tampering of equipment which has an effect on our annual budget
- Unmetered areas
- Abuse of overtime
- In general tenders not approved as advertised such as street lighting tenders, metering tenders, switchgear tenders, cable tenders
- Appointment of staff in terms of the approved organogram - vacancies such as electricians, artisan assistance, general workers, Millwright still require to be filled
- Sabotage of council assets on substation and wooden poles.
- Absenteeism
- On-going training of staff in terms of the OHS Act

#### Remedial Actions

- On-going tender for the auditing of meters to be advertised and strict monitoring controls to be implemented in this tender to ensure compliance
- Refurbishment and maintenance programmes for the equipment
- Training to be implemented
- Vacant posts to be advertised asap
- Customer education
- 

#### **Summary of projects carried out over the half year ending December 2015**

The following projects should have been implemented and carried out during the period under review and it is outlaid what our planning for the year 2015/2016 and what the performance was carried out:

#### **Robots**

- Maintenance of robots was planned for 6 intersections over the half year, the electricity section managed to complete 2 intersections within the half year. The target has not been met.

#### **Maintenance of transformers**

- Maintenance of 12 transformers was planned for the half year and 6 were maintained.
- The target was not met and the backlog will be replanned to ensure all 24 transformers are maintained by the end of June 2016.

### **Maintenance of Major Substations**

- Maintenance of major substation is up to date and both have been completed

### **Maintenance to General Infrastructure mini substations**

- The target is 4 and only two mini substations have been done.
- All outstanding work must be caught up in the 3<sup>rd</sup> quarter.

### **Electricity Mains**

- Replacement of 5 km bare overhead line to insulated overhead lines known as aerial bundle conductor was not completed in the half year and only 2,3 km was completed
- The staff have to plan and catch up in the remaining 6 months

### **Overhead Maintenance of Lines**

- The target was 2 km and only 750 m was completed.
- The staff have to plan and catch up in the remaining 6 months

### **Maintenance and repairs of street lighting**

- Maintenance and repairs of street lighting in Vryheid, Emondlo, Hlobane, Lakeside and Bhekuzulu:
- In total 430 street lights were repaired and maintained. This figure is not acceptable as there is a large amount of street lights that are not functioning and the section needs to check this as a matter of urgency. Patrols have been done on a nightly basis and repairs must be stepped up in all areas.

### **Installation of Apollo Lighting**

- Completed

### **Installation of electrical meters in Coronation**

- Awaiting re-advertisement of tender by SCM

### **Electrification of Sasko**

- Electrification of Sasko – completed and awaiting switch on from contractors
- Project must be completed by end of January 2016

## SECTION 5

### PMU

#### PROJECTS MANAGEMENT UNIT REPORT FOR ALL CURRENT PROJECTS

#### INTRODUCTION

This section consists of Projects Manager and Projects Coordinator who are responsible for managing projects.

#### CAPITAL PROJECTS

##### a. External grant funding (MIG)

#### 1. UPGRADING OF EXISTING GRAVEL ROAD- LOUWSBURG – WARD

01

Consultants	:	DLV Engineers	
Contractor	:	Wonder Dream Projects cc	
Awarded Amount	:	R7 770 705.69	
Expenditure to date	:	R7 422 455.72	
Completed	:	99%	
Completion date (original)	:	09 December 2014	Revised
Completion date	:	30 September 2015	

The project is the tarring of 1.6km Louwsburg road in Ward 01  
Contractor is busy with the snag list

#### 2. Ngwelu/Mnunse gravel road – ward 02

Consultants	:	DLV Engineers	
Contractor	:	Amavovokamkhize Civils	
Awarded Amount	:	R3 475 461.00	
Expenditure to date	:	R3 020 894.66	
Completed	:	100%	
Completion date	:	17 July 2015	

The project is the gravelling of 5km Mnunse Gravel road in Ward 02  
**Project is 100% complete**

### 3. East-mine gravel road – ward 03

Consultants	:	DLV Engineers
Contractor	:	Wosa Nawe Trading 16
Awarded Amount	:	R2 924 843.4
Expenditure to date	:	R2 698 578.25
Completed	:	100%
Completion date	:	28 May 2015

The project is the gravelling of 4,7km East-mine Gravel road in Ward 03

**Project is 100% complete**

### 4. Mooihoek gravel road – ward 07

Consultants	:	DLV Engineers
Contractor	:	Siva Pillay Construction cc
Awarded Amount	:	R3 152 854.45
Expenditure to date	:	R2 851 037.34
Completed	:	100%
Completion date	:	28 August 2015

The project is the gravelling of 3,7km Mooihoek Gravel road in Ward 07

**Project is 100% complete**

### 5. eMadresini gravel road – ward 017

Consultants	:	Isimo Engineers
Contractor	:	Uhlanga Trading Enterprise
Awarded Amount	:	R3 218 499.20
Expenditure to date	:	R1 941 182.94
Completed	:	98%
Completion date	:	17 July 2015

Contractor is busy with the construction of headwalls and the site clearance

## **6. Lakeside Paving road – ward 22**

Consultants	:	DLV Engineers
Contractor	:	Sikoti Investments cc
Awarded Amount	:	R5 190 000.00
Expenditure to date	:	R3 825 016.40
Completed	:	70%
Completion date	:	09 December 2015

Contractor is busy putting the segmented paving blocks, kerbs and channels

## **7. Bhekuzulu Tar Roads Expansion – ward 10 & 11**

Consultants	:	DLV Engineers
Contractor	:	Sikoti Investments cc
Awarded Amount	:	R6 500 000.00
Expenditure to date	:	R3 306 217.54
Completed	:	70%
Completion date	:	18 December 2015

Contractor is busy putting G2 material, saw cutting, channels and asphaltting.

## **8. Construction of Storm-water Measures --- ward 11**

Consultants	:	Siyamthanda Projects
Contractor	:	Uhlanga Trading Enterprise
Awarded Amount	:	R6 419 163.51
Expenditure to date	:	R3 085 291.63
Completed	:	70%
Completion date	:	30 October 2015

Contractor is busy finishing the excavations of trenches, constructing concrete channels and laying storm-water pipes

### 9. Ntabankulu Gravel Road --- ward 05

Consultants	:	Delca Systems
Contractor	:	Sikoti Investments cc
Awarded Amount	:	R5 231 794.16
Expenditure to date	:	R3 121 499.70
Completed	:	98%
Completion date	:	30 October 2015

- Contractor is busy finalising the snags

### 10. Alpha Gravel Road --- ward 06

Consultants	:	Delca Systems
Contractor	:	Konke –Civil and Surveying
Awarded Amount	:	R5 871 450.08
Expenditure to date	:	R4 968 564.42
Completed	:	100%
Completion date	:	31 August 2015

The project is the gravelling of 3,2km Alpha Gravel road in Ward 06  
**Project is 100% complete**

### 11. Jimane Gravel Road --- ward 12

Consultants	:	Delca Systems
Contractor	:	PZL Projects
Awarded Amount	:	R11 050 645.52
Expenditure to date	:	R7 629 261.80
Completed	:	98%
Completion date	:	31 August 2015

Contractor is busy fixing snags.

### 12. MJ Mbuli Gravel Road --- ward 14

Consultants	:	Delca Systems
Contractor	:	Mfiso Contractors
Awarded Amount	:	R4 338 537.16
Expenditure to date	:	R3 866 865.60



Completed : 100%  
Completion date : 31 August 2015  
**Project is 100% complete**

### **13. St Paul Gravel Road --- ward 15**

Consultants : Delca Systems  
Contractor : Siva Pillay Construction  
Awarded Amount : R8 673 697.30  
Expenditure to date : R8 239 157. 56  
Completed : 100%  
Completion date : 31 August 2015

The project is the gravelling of 5.5km St Paul Gravel road in Ward 15  
**Project is 100% complete**

<b>2015/16 MIG Allocation</b>	<b>R35 666 000.00</b>
<b>Expenditure to-date</b>	<b>R 35 151 596.32</b>
<b>Exp %</b>	<b>98.56%</b>

### **b. External Grant Funding (COGTA)**

#### **1. CONSTRUCTION OF HIGH STREET BRIDGE**

Consultant : Delca System  
Contractor : Masefane Trading cc  
Awarded Amount : R12 495 360.70  
Expenditure to date : R10 997 751.78  
Completed : 85%

Contractor is busy constructing bridge approach on the upper section of the bridge and concrete wall.

## **2. Demonia Lane Upgrade**

Consultant	:	
Contractor	:	Uhlanga Trading
Awarded Amount	:	R3 837 987.50
Expenditure to date	:	R4 994 799.07
Completed	:	85%

Contractor to remove the old street lights, to construct the speed humps and do road marking.

## **3. Mason Park Upgrade**

Consultant	:	
Contractor	:	Brainwave Projects
Awarded Amount	:	R4 615 079.00
Expenditure to date	:	R4 810 030.25
Completed	:	85%

Contractor to clear the site and attend to all defects and snag list.

## **4. Upgrade of Informal Trade Space in Mason Street**

Consultant	:	
Contractor	:	Ziqoqe Construction
Awarded Amount	:	R3 450 000.00
Expenditure to date	:	R5 887 201.42
Completed	:	70%

Contractor to fix paving, stalls and road paving.

KPA 2B: BASIC SERVICE DELIVERY (COMMUNITY SERVICES)

## **Waste management**

### **Waste management service strategy and main actors**

The waste management service strategy and main actors is to have a waste removal management system that is reliable and efficient to the community of AbaQulusi in terms of waste management at source; prevention; minimization; re-use, recycling; collection; disposal, illegal dumps clearance and education and awareness in compliance with NEMA: Waste Act; AbaQulusi IWMP; Waste norms and standards; and Environmental policy.

Street sweeping is one facet and main actions of a solid waste management system in which public education and public relations play critical roles. The waste deposited on the streets create a negative visual and pollution impact, particularly on visitors, and thus indirectly affects the economy of the towns (Vryheid and Louwsburg). Street sweeping concentrate mostly in towns (Vryheid and Louwsburg). The services is done daily (Monday to Saturday) by the street sweeper team. Nevertheless, if there are special events and an essential to work on Sunday, arrangements are prepared accordingly. Collection is also an action within solid waste management. Waste is collected from different households within the jurisdiction of AbaQulusi mostly in areas where infrastructure is available, hence the plan is to extend the services in the 2016-2017 budget to other areas where service is not received. The 3<sup>rd</sup> action is disposal, waste is collected and disposed at the legalised Vryheid Landfill site. Illegal dumps removal is also done special in townships. Education and awareness is done by the Municipal Team and Khabokade (National: Environmental Affairs).

### **Level and standards in waste management services**

Waste management comply with the National Waste Strategy: norms and standard.

### **Major challenges in waste management**

Major challenges in waste management are as follows:

- Staff shortage
- None compliance of waste collection days
- No recycling practice

- Lack of skills capacity building
- Illegal dumps
- No beautification project to incorporate with waste removal
- Lack of education and awareness

### **Remedial actions**

- Review the by-laws
- Implement monitoring street cleaning plan
- Education and awareness practice
- Compliance with IWMP
- Celebrate environmental days such as abbor day, wetland day.

### **Cemeteries**

#### **Cemetery maintenance strategy and main actors**

Cemetery maintenance strategy and main actors is to ensure that there is sufficient burial space available at AbaQulusi. The Municipality has seven (7) operational cemetery yards which are namely: Vryheid, Hlobane, Nkongolwane, Louwsburg, Coronation, Mondlo and KwaMnyathi however, there is Bhekuzulu Cemetery yard which is full and closure was done.

The main actions is to expand the current cemetery yards which have insufficient burial space by complying with National Environmental Management Act: Regulation. An EIA application is in progress with the competent authority which is KZN Department of Environmental Affairs (Zululand District). Thus, the maintenance of cemetery yards is done by the Municipal Team is also another action by the Municipality.

#### **Level and standards in cemetery maintenance**

- Compliance with KZN Cemetery and Crematoria Act

#### **Challenges in cemetery maintenance**

- Short staff
- By-laws none compliance

- Lack cemetery yards maintenance
- No enough burial space

### **Remedial actions**

- Special project/Team (maintenance)
- Environmental Impact Assessment to be completed

## **1. SOCIAL SERVICES SECTION**

### **1.1. Libraries**

Under Abaqulusi Municipality there are 3 fully functioning libraries which are Vryheid, Bhekuzulu and Mondlo libraries. There was another library which was burnt down at Louwsburg, however the Department of Arts and Culture is planning to provide us with mobile library unit that can be utilized in the meantime.

### **STRUCTURE UNDER LIBRARIES**

There is only one Librarian in the whole Municipality.

Mondlo library: Have only two Library Assistants, there is no Librarian no Assistant Librarian.

Bhekuzulu library: they don't have a Librarian and a cleaner they only have Assistant Librarian and Library Assistant.

Vryheid Library: have only one Library Assistant instead of five

No Senior Librarian who will be responsible for all the Libraries

### **LIBRARIES**

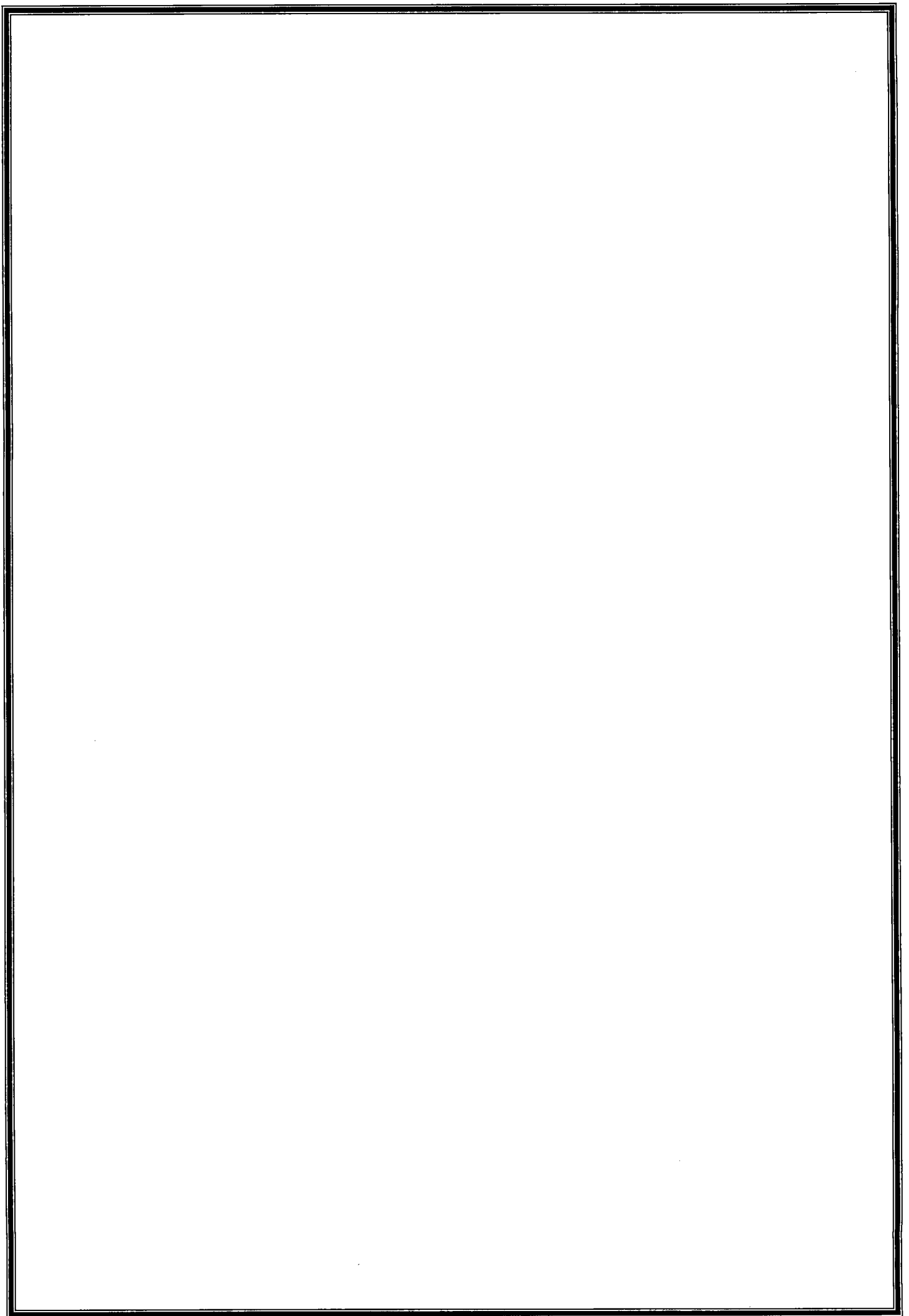
One of the main targets in this section is to support educational and recreational needs for the community of Abaqulusi by providing necessary material such information retrieval from the internet, books, magazines, newspapers, audio visual material and educational toys.

### **Challenges**

- Shortage of staff

### **Remedial Action**

- Communicate with Corporate Services and Finance Department regarding staff recruitment



## **1.2 MUSEUM**

There are two Museums that are well maintained however the structures are not in good condition. There is a museum committee that meets on a monthly basis. The Committee will assist the Curator in promoting our local history, sourcing funding on behalf of the Museum and advise the Curator on artefacts to be displayed. Provincial Museum

The main Strategy is to promote the history and heritage of AbaQulusi to the local, national and international communities. Another thing the Museum had been busy with is conducting research with the aim to transform and balance the scales of local history in the AbaQulusi area. As part of the Service delivery the Museum had been visiting schools with an aim of promoting and marketing the Museum to the local community. The Museum is also contributing in the enhancement and development of pupils doing the history and arts and culture subjects by giving career guidance. In conjunction with Amafa akwaZulu Natali and Museum Services we managed to preserve and find new heritage sites such as Isiziba sikaKhondlo and Itshe LikaMangethe and we are in a process to exhibit the history of the Mazibuko clans, Zwane clans and the Sithayi clans and the history of EMondlo.

## **STRUCTURE UNDER MUSEUM**

For now there is only One Acting Curator and a cleaner attending to both museums.

The empty space between the Nieuwe Republiek Museum had been fenced and business plan will be prepared to source funding so that a Zulu homestead can be built where African history can be displayed.

<b>MUSEUM QUARTELY STATISTICS REPORT</b>	
<b>MONTH</b>	<b>NUMBER OF VISITS</b>
July	<b>117</b>
August	<b>148</b>
September	<b>118</b>
October 2014	<b>65</b>
November 2014	<b>83</b>
December 2014	<b>72</b>
<b>Museum Total</b>	<b>603</b>



## **1.2. Sports, Municipal Halls ,Parks and Swimming Pool**

This section deals with upgrading and maintaining of Sports facilities within Abaqulusi Municipality area. The section also deals with conducting sports events and working together with other stakeholders like Abaqulusi Sports Council, Zululand District Municipality, Arts and Culture and Sports and Recreation Department.

### **STRUCTURE MUNICIPAL PARKS, HALLS, SWIMMING POOL AND SPORTS**

There is only one Sports Facility Officer, One Hall Caretaker, and Nine General workers.

There is no cleaner at swimming pool and no Lifeguard at swimming pool. There is a need for five general workers for the eastern town Halls

#### **Caravan Park**

There are two Municipal caravan parks within the municipality, which are not well maintained.

#### **Challenges**

Structures require revamping

#### **Remedial action**

Budget allocation for the revamping caravan parks and appointment of caretaker

### **PARKS**

There are 11 well maintained parks, 01 in Bhekuzulu, 01 in Hlobane and 01 in Vaalbank. All parks are maintained by Quantum Leap but they need fencing to control access at the gates.

#### **CHALLENGES**

- Quantum to maintain all parks
- Parks need to be upgraded and fenced

#### **REMEDIAL ACTION**

- Quantum leap to submit operational plan
- Fencing with palisade fence

## **HALLS**

This section deals with halls maintenance. There are 08 halls within Abaqulusi Municipality which are: Cecil Emmett (Vryheid), King Zwelithini (Bhekuzulu), Mondlo, Lakeside, Hlobane, Louwsburg, Coronation and Nkongolwane. Other halls were constructed by Zululand District Municipality but were not officially handed over to Abaqulusi Municipality. However there have been unsuccessful engagements with the Zululand District Municipality for the facilitation the hand over.

## **CHALLENGES**

- Vandalism of halls
- Shortage of staff

## **REMIDIAL ACTION**

- Renovation of Municipality halls is needed.
- Purchasing of chairs and tables for all halls
- Proper monitoring plan of people hiring municipal halls

## **SWIMMING POOL**

There is one swimming pool within the municipal area.

## **CHALLENGES**

The outdated structure and equipment.  
Water crisis resulted non-functioning of the swimming pool

## **REMEDIAL ACTION**

It requires major renovations

## **SPORTS**

Events were conducted successfully i.e Umbele wethu, Reeds dance, Local and District Mayoral Cup. Especially Local and District Mayoral Cup, the success was achieved through support from Interim Sports Council and Portfolio Committee who played a vital role from planning until the operational stage .The Cluster selections were successfully done as per the programme tabled before Portfolio Committee. The Mayoral Cup was successfully hosted on the 22<sup>nd</sup> of August 2015 and the District Mayoral Cup was held on the 26<sup>th</sup> of September 2015 and we participated on the event and was hosted by Abaqulusi Municipality.

## **SPORTS FACILITIES**

Upgrading of the Cecil Emmett sports field was re advertised after there was an objection received. The progress thus far is there has been site inspection conducted.

## **CHALLENGES**

- Handing over of Emondlo and Hlobane Sports fields not yet conducted therefore resulting to vandalism
- Shortage of sports facilities in most wards

## **REMEDIAL ACTION**

- Sports facilities need to be upgraded
- Develop new sports facilities in other areas

## **3. PUBLIC SAFETY**

The main functions of this component includes road safety education and law Enforcement (traffic and bylaws). This includes ensuring road worthiness, executing road blocks, and ensuring safety at local events. Licensing and controls of animals as well as public nuisance is enforced through bylaws by the Traffic Officers. Drivers License Testing Centre and Motor Licensing, these two Sections deals with drivers licenses and learners licenses, renewals of licenses and conversation of foreign drivers licenses. Motor Licenses deals with vehicle license renewals. Fire and Disaster Management and Safety and Security is also the core function of the said Department.

### **STRUCTURE UNDER PUBLIC SAFETY**

Under Public Safety law Enforcement we have: One Superintendent, One Assistant Superintendent, nine traffic officers and five traffic wardens.

In the DLTC the staff compliment is: One Assistant Superintendent (Management Representative), two clerks and one cleaner and one pit assistant.

In administration there is: One Assistant Superintendent and one Data Processor.

#### **3.1. Law enforcement**

The main functions of this component includes road safety education and law enforcement(traffic and bylaws). This includes ensuring road worthiness, executing road blocks, and ensuring safety at local events.

## **CHALLENGES**

- Shortage of staff
- Lack of adequate resources (speed cameras, road signage etc)

## **REMEDIAL ACTION**

- Control room has been advertised
- Speed camera specification has been submitted to SCM

### **3.2. ROAD SAFETY**

Road safety within Abaqulusi area in schools is done regularly and also in the main roads for example Lakeside East Street, Hlobane Road near Bhekuzulu location and Republic Street. Educational programs in schools concentrating on visibility and behavior is also conducted. Reduction of speed limits in areas of high pedestrian activity. Regular Road Safety Awareness campaigns are done in conjunction with Department of Transport. Another priority for this section is to ensure that all road signs and markings adhere to required standard.

## **CHALLENGES**

- Shortage of staff
- lack of resources e.g. vehicles and road safety equipment
- high rate of accidents

## **REMEDIAL ACTION**

- To promote road safety around Abaqulusi Municipality
- The main focus is on training scholar patrols and conduct awareness campaigns in schools and communities around Abaqulusi area.
- To train and utilize EPWP workers in road signs and markings

### **3.3. DRIVERS LEARNERS TESTING CENTRE (DLTC)**

The main objective of the Driving Licenses is to service the Abaqulusi area and the surrounding area as well.

These are the functions that are taking place at this Licensing office:

- Renewal of drivers licenses, conversion of foreign drivers licenses, eye testing, drivers licenses tests,
- Learners licenses testing, professional drivers' permits application and renewals.

- Driving schools instructors' certificates renewals and renewals of instructors' certificates.
- Testing of applicants for instructor permits
- Attending meetings with Department of Transport
- Dealing with Department of Transport Help desk and I.T Section
- Attend to complaints from the public.

<b>DLTC HALF YEAR STATISTICS</b>	
<b>DRIVING LICENSE</b>	
No. of tested	<b>562</b>
No of passed	<b>320</b>
No of failed	<b>278</b>
F.T.A	<b>27</b>
No. of tests deferred	<b>32</b>

<b>DLTC STATISTICS</b>	
<b>LEARNERS LICENSE</b>	
No. of tested	<b>1447</b>
No of passed	<b>798</b>
No of failed	<b>649</b>
F.T.A	<b>00</b>
No. of tests deferred	<b>00</b>
<b>TOTAL DLTC INCOME</b>	<b>R 828 753.00</b>

### **CHALLENGES**

- Shortage of staff
- Drivers licenses and learners licenses applicants going to other testing stations for testing
- Driving school operators (owners) have a concern with the current examiners and are actually willing to take their applicants to other testing stations.

### **REMEDIAL ACTION**

- To liaise with Corporate Services to appoint more staff (examiners and clerks)

### **3.4. MOTOR LICENSING**

This section deals with the following:

- Renewals of vehicles licenses (Private /Business)
- Change of ownership of vehicles
- Deregistering of vehicles
- Dealer vehicle licensing and registering (Toyota, VW etc)
- Issuing of permits
- Issuing of Traffic Registering certificate
- Registration of manufactures, businesses and VTS to MTS

### **CHALLENGE**

- Shortage of staff
- Conditions of the building is bad because the roof is leaking and the termites are eating up furniture and files

### **REMEDIAL ACTION**

- Liaise with Corporate Services regarding employment of more staff
- Building renovations

### **3.5. DISASTER MANAGEMENT FIRE AND RESCUE**

The Disaster Management Act 57 of 2002, requires all spheres of government, all sector departments, community and business working together to reduce the risk of disasters and to ensure that arrangements are in place to minimize the impact of disasters within the community .It is for this reason that we as local municipality have our own arrangements in terms of prevention, responding and recovering from disasters. However we currently do not have a fully functional Unit but 22 Disaster Management volunteers from ward levels were appointed for a period of 12 months with effect from September 2015. Further to that the Municipality ensures that all disaster call outs are attended to and coordination of necessary intervention. The key objectives of the Disaster Management includes: Fire fighting, fire inspections, disaster assessments and Rescue Services.

## DISASTER HALF YEAR STATISTICS

Strong winds	87
Fires	44
Lightning	04
Heavy rains	12
People affected	991
<b>Total Assessment</b>	<b>147</b>

### **CHALLENGES**

- Shortage of staff
- To conduct Councillors workshop on Disaster Management relief policy

### **REMEDIAL ACTION**

- To procure additional equipment which will eliminate the turnaround time in attending to incidents

### **3.6. Security Services**

The main responsibility of this section is to ensure that the municipal assets are safeguarded however there are major challenges that have been encountered with regards to security services.

There are two (2) security companies that are contracted to the Municipality which are: ADM and Sharks Security.

### **CHALLENGES**

- To register all Municipal sites in a control room system
- No person responsible for monitoring security

### **REMEDIAL ACTION**

- Finalization of Security Monitoring plan
- To intensify monitoring of security companies

### **4. CONCLUSION**

In conclusion, the Department has been experiencing many challenges, but will continue striving to deliver on core mandate of service delivery to the community of AbaQulusi.

KPA 3: LOCAL ECONOMIC DEVELOPMENT



The Town Planning Section falls under the Department of Development Planning and comprises of the following units:

- 1) Planning
- 2) Building Control
- 3) GIS

## **A. PLANNING SECTION**

### **1. Spatial Planning and Land Use Management Act (16 of 2013) (SPLUMA)**

In terms of section 61 of the Spatial Planning and Land Use management Act,

2013 (Act No. 16 of 2013) ("SPLUMA"), it has been determined 1 July 2015 as the date on which the Act shall come into operation. Applications will no longer be approved in terms of the KwaZulu-Natal Planning and Development Act (Act no. 6 of 2008) (PDA) and the Town Planning Ordinance 1949. COGTA and DRDLR are currently are having training sessions to ensure that the Municipalities are ready for the implementation of the Act.

### **2. AbaQulusi Spatial Development Framework**

The Municipality has received Grant Funding in an amount of R 350 000.00 from the Department of Co-operative Governance and Traditional Affairs to review the current Spatial Development Framework (SDF) that was approved in 2008. Tshani Consulting CC was appointed as the Service Provider.

Phase Two of the Project: Status Quo Report has been completed. A SDF Workshop was held for all Councillors on 02<sup>nd</sup> December 2015. The workshop was part of phase 3 of the project and was aimed to get feedback from the ward councilors on the strengths, weaknesses, opportunities and threats in the AbaQulusi jurisdiction. The Workshop was facilitated by Tshani Consulting CC.

### **3. LUMS**

The Department of Co-operative Governance and Traditional Affairs are assisting with a roll-out work plan programme for the implementation of the wall-to-wall scheme as part of the back to basics support. The Work plan for the preparation of the wall-to-wall scheme was approved by Council on 27<sup>th</sup> August 2015. As per the 2015/2016 municipal budget R500 000.00 has been allocated for the preparation of the wall-to-wall scheme. Application for further funding has been submitted to the DRDLR, COGTA and SALGA as an amount of R 2 500 000.00 is required to complete the total project.

### **4. Out-door Advertising and Signage**

Out-door Advertising and Signage has been allocated to the Town Planning unit which was previously done by the Manager: Council Support. The existing by-law was previously done in 2009 and has not been reviewed. At current the AbQulusi Municipality has no procedure with dealing with such applications.

To obtain guidance a meeting was held with the Ethekwini Signage Department on 29<sup>th</sup> July 2015. The Ethekwini Signage Inspector proved clear guidelines on the procedure to be followed and how to amend the existing By-law. The By-law is currently being amended.

### **5. Statistics**

The following is a list of the number of applications received by the Town Planning Section:

- Building Plans assessed : 12
  
- Special Consent : 1 submitted  
4 approved  
1 pending
  
- Relaxation : 0 submitted

- : 1 approved
  - : 2 pending
- Granny Flat : 1 submitted
  - : 2 approved
  - 0 pending
- PDA Applications : 1 submitted
  - 4 approved
  - 4 pending
- Signage : 0 submitted
  - : 0 approved
  - : 2 pending

**Please see attached Town Planning Registers**

**Challenges:**

- Non-appointment of Vacant positions, Senior Town Planner, Technical Planner and Registrar. In terms of readiness for SPLUMA these positions need to be filled
- Contravention of Land Uses and illegal developments. No legal Representative to assist the department with charging members of the public who are in contravention.
- Peace officer training required to address illegal developments
- Non-compliance from members of the public
- Lack of equipment (telephones, photo-copying machine, computers). Not all staff members have computers and access to emails.
- Delays in the comments received from Municipal Departments.
- Operating hours to the public

## **B. BUILDING INSPECTION**

The Building Inspectorate Office operates in line with the National Building Regulations and Building Standards Act, 103 of 1977 and SAN10400 to ensure compliance with the submissions of building plans. In terms of section 18 of the Architectural Profession Act (Act no. 44 of 2000) a person who is registered in the category of a professional is permitted to submit building plans. A Candidate cannot submit plans under his own credentials; a registered professional will need to submit plans.

Building Inspector Workshop was held for Professionals in the built environment on 10<sup>th</sup> December 2015. The Workshop was facilitated by Mr Frans Dekker.

A memo was prepared to the Acting Municipal Manager for the appointment of Director: Technical Services as the Acting Building Control Officer until the position has been filled.

The following can be reported on building control:

- Building Plans submitted                        :-      4
- Building plans approved                        :-      10
- Building Plans pending                        :-      9

**Please see attached building control registers**

### **Challenges:**

- Resignation of Senior Building Inspector on November and notification of resignation of Building Inspection with DPSS. The Building Inspectorate unit will have no staff to process and access building plans.
- Illegal developments without the submission of building plans
- Non-compliance from members of the public
- Outdated Filing system and circulation of plans
- Unstructured circulation of the building plans
- Plan drawers who are not registered as a Professional in terms of SACAP Lodging Plans
- Turn-around time of Municipal Departments assessing plans

## C. GIS Section

The following can be reported on GIS:

Maps generated on A4 printer (General Public enquiries)  
165

Maps generated on A4 printer (Dev. Plan & Technical Ser.)  
149

Maps generated on A0 printer  
0

Special maps on A0 (zoning)  
0

Annotation of maps SG diagrams  
14

Annotation of maps GIS data  
67

Support maps down load from SG  
68

### **Challenges:**

- Shortage of ink cartridges
- Short life span of printers
- Consultants do not provide information on the correct GIS data in order to be captured and updated on the Municipal GIS system
- GIS is not fully capable, dependent on DPSS GIS and Zul Map in producing certain maps
- GIS Office needs to be fully air-conditioned to avoid over heating of the computers and printers.

#### **D. SHARED SERVICES**

The contribution of the Senior Town Planner, Development Administrator, Building Inspector and GIS Staff has been significant in the operation and functions of the Department especially due to the lack of staff. The Business Plan for the renewal of the Shared Services Staff for 3 years has been submitted to the Municipality for the Acting Municipal Manager to sign.

Challenges:

- It must be mentioned that support and reporting from the Chief Planner remains a problem.
- Due to the DPSS staff being shared between Abaqulusi ALM and Edumbe ALM, staff is not present on a full-time basis.
- As discussed at the Strategic Planners Forum there is an amended business plan regarding the extension of the Shared Services Staff. However, such business plan has not been finalized.

#### **E. CONCLUSION**

The Department will endeavour to provide good service to the public and maintain a high quality development within the boundaries of Abaqulusi

KPA 4: FINANCIAL VIABILITY

The Financial Services Department experienced a very difficult period during the quarter under review. The department faced many challenges due to the lack of Human Resources and shortage of staff, thus putting the department under pressure.

## **REVENUE**

Revenue in total increased in the year to date compared to the budget by R 13, 4 million which represents a 6% increase. Rates are lower by 2% compared to budget. Revenue from service charges is also lower than budget with R 10, 4 million which is 8%. Government grants and subsidies are higher by R 28, 5 million which represents 50% compared to budget. This is due to the 1<sup>st</sup> and 2<sup>nd</sup> tranche of the Equitable Share, MSIG, FMG, Museum & Library grant funding having been received. Other own revenue is less than budget with R 3,1 million or 47% less being collected compared to budget. Investment revenue is R 739 thousand less than budget or 43% as interest is calculated a month in arrears. Although the municipality showed a surplus, this was merely due to the equitable share that was received, the municipality continues to under collect on rates and services and this is going to impact on the availability of funds.

## **EXPENDITURE**

The expenditure for the year to date is lower than budget by 12%. The current saving is due to the Eskom accounts being paid one month in arrears and savings under capital from own funding costs. This saving is being hampered by the overtime cost, due to vacancies that exist within the technical and community service divisions.

As municipalities are a third tier of government and therefore closest to the communities, they are looked upon as the source of job creation, providers of housing, and service such a health, education, sport and recreation, agriculture, arts and culture as well as security. This places severe strain on the limited budget resources to provide services to the people to ensure their social and economic wellbeing is sustained. The municipality has concentrated on its core function which is to provide services such as water, electricity, sanitation and solid waste removal and to provide a service to all municipal departments. However, the provision of housing is also uppermost on the service delivery agenda.



## **CAPITAL EXPENDITURE AND FINANCING**

Expenditure on fixed assets incurred to date amounts to R 53, 8 million which is mainly funded from Municipal Infrastructure Grant (MIG) and Department of Energy (DOE) grant funding. This represents under spending when compared to budget.

## **EXTERNAL LOANS, INVESTMENTS AND CASH**

The municipality holds a portfolio of investments to the value of R 12, 6 million, as well as a positive bank balance of R 15 million. Consumer deposits of R 13, 3 million which should be part of the R 12, 6 million investments.

## **DEBTORS**

Debtors' balances have increased which poses a challenge on the municipality's collection rate which is sitting at 99, 77%. Most of the consumers in Abaqulusi are indigent with no ability to pay for services. This places extreme pressure on the budget and increases the debtors. Certain under developed areas have been identified for investigation of whether they are able to pay for services and whether the municipality is delivering adequate services in those areas. This is a focus area for the finance department and a lot of effort is being directed towards the collection of outstanding debts as well as reducing the debtors. A service provider commenced duties on the 1<sup>st</sup> of September 2015 to assist with debt collection and the collection rate is improving.

## **CREDITORS**

All creditors were paid within 30 days of statement which is a MFMA requirement

## **SUPPLY CHAIN MANAGEMENT**

A supply chain management report is recorded in the monthly reports which detail all tenders awarded over R 100k as well as all deviations for the 6 months.

## **ANNUAL FINANCIAL STATEMENTS**

The Annual Financial Statements for 2014/2015 were prepared in the GRAP format and submitted to the Auditor-General by the 31<sup>st</sup> of August 2014. The Auditor-General audited the financial statements and the municipality received an unqualified audit opinion.

## **STANDARD CHARTER OF ACCOUNTS (SCOA)**

National Treasury presented a paper during the IMFO Conference advising that municipalities must not only focus on the compliance side but remember that SCOA will hold long term benefits. It is not only a financial framework but an enabler of business processes in the municipality.

The municipalities were advised that there is a considerable amount of work to be done to identify what is important in their specific environment and start taking ownership by ensuring that a task team is put together through the Budget Steering Committee who knows how the implementation must be done. It is not an

overnight project.

In terms of the checklist the project management office had to be established. The plan is in place, the forum and implementation team have been established and the 1<sup>st</sup> meeting took place during October. Abaqulusi Municipality has agreed to pilot in the 2<sup>nd</sup> phase of municipalities which will allow an extra year to ensure a smoother transition to the new Chart of Accounts and the new format of budgeting.

During the next financial year training will be given to all Financial and Non-Financial Users of the financial system including Councillors on how the system works.

### **HALF YEARLY PERFORMANCE REPORT**

The half yearly report is also attached; the only outstanding items are the migration of the asset register onto the financial system to be a live asset register which can be reconciled monthly. In the previous financial year the asset register was loaded and tests done and in December 2015 the 2<sup>nd</sup> asset register that was audited has been loaded onto the Munsoft system and final balancing and reconciliation will commence in January. Assets were verified in December to test the system and it has been requested by Munsoft that the asset register only run live from the mSCOA conversion of 1 July 2016 as there are still problems being identified on the system. The other outstanding item is the submission of the Procurement Plan for 2015/2016 which was to have been tabled by 30 September 2015 but due to all departments not submitting their plans to SCM in time. This will be moved to the 3<sup>rd</sup> quarter. Departments will be requested to start submitting information for the adjustment budget which due to the negative revenue collection will result in expenditure having to be reduced.

### **3<sup>rd</sup> QUARTER DEPARTMENTAL PLAN**

The third quarter activities which include the half year Section 72 report, adjustment budget and the preparation of the 2016/2017 draft budget and the migration to mSCOA are attached.

### **CONCLUSION**

The financial position of the municipality is no longer healthy as the municipality only has sufficient cash flow for 1 month and not the required 3 months. The negative economic challenges are hampering increased growth which would enable the municipality to provide more service delivery projects. More focus will be directed toward revenue enhancing and revenue protection initiatives as well as debtor collection.

## FINANCIAL OVERVIEW

Abaqulusi Municipality's financial priorities are to ensure a financially viable and a sustainable Municipality. The Municipality's financial sustainability is also measured on its capacity to generate sufficient and reliable revenues to finance short, medium and long-term financial obligations in response to the acceleration of service delivery.

The financial position of Abaqulusi Municipality is fairly sound and sustainable as is evident by the liquid ability towards its short and long term obligations. We have a stable and sustainable financial environment that has the necessary ability to deliver the service to all residents of Abaqulusi, which in turn adds to the credibility and sustainability of the municipality. We have good financial management and budgetary control measures and mechanisms that result in a well-managed control environment.

The Municipality has to date spent 43,89% of the Municipality's operational budget for the year.

In order for the Municipality to maintain and improve its financial position, certain risks need to be managed and financial management practices need to be monitored and improved.

The key financial challenges confronting the Municipality can be summarised as follows:

Description: key challenges	Action to Address
The continuous growth of outstanding debtors.	Certain interventions have been discussed such as blocking of the prepaid electricity as well as a portion of the income when prepaid electricity is purchased being taken for other outstanding services,  Monthly deductions by agreements. A service provider was appointed to assist with debt collection as from 1 September 2015
Expansion of the revenue base.  Capacitating of the financial directorate.  To obtain an unqualified audit opinion.	Devise means of identifying and accessing of additional financial resources to enhance service delivery  The organizational structure has been reviewed in order to  Address the capacity issues and key positions urgently need to be advertised.  Finance staff are attending courses that will assist in enabling the continuous improvement of understanding the changes in accounting standards and apply them accordingly. A Committee has been established to address all audit queries raised during the 2014/2015 audit

The table below depicts a breakdown of operating revenue, government grants and subsidies for the quarter under review.

## Summary Statement of Financial Performance

Description	Dec YTD Budget R'000	Dec YTD Actual R'000	Variance Fav(Unfav) R'000
<i>Property rates</i>	30 955	30 198	(757)
<i>Service charges</i>	132 982	122 520	(10 463)
<i>Investment revenue</i>	1 703	964	(739)
<i>Transfers recognised - operational</i>	56 968	85 525	28 558
<i>Other own revenue</i>	6 782	3 593	(3 189)
<b>Total Revenue by Source</b>	<b>229 389</b>	<b>242 799</b>	<b>13 410</b>
<i>Employee costs</i>	61 843	67 160	(5 317)
<i>Remuneration of Councillors</i>	8 195	7 420	774
<i>Depreciation &amp; asset impairment</i>	10 997	10 997	-
<i>Finance charges</i>	325	0	325
<i>Materials and bulk purchases</i>	90 095	68 655	21 440
<i>Transfers and grants</i>	7 350	9 935	(2 585)
<i>Other expenditure</i>	76 278	59 768	16 510
<b>Total Operating Expenditure</b>	<b>255 082</b>	<b>223 934</b>	<b>31 148</b>
<b>(SURPLUS)/DEFICIT</b>	<b>25 693</b>	<b>(18 865)</b>	<b>44 558</b>

The revenue variance is explained by:

- Property rates – R 757,000 (seven hundred & fifty seven thousand rand) less than budget
- Service charges – R 10,463,000 (ten million, four hundred & sixty three thousand rand) less than budget
- Government Grants and subsidies – Operating – R 28,558,000 (twenty eight million, five hundred & fifty eight thousand rand) more than budget
- Government Grants and subsidies – Capital – an amount of R 30, 8 (thirty million, eight hundred thousand rand) has been received for MIG funding and R13 million (thirteen million rand) for DoE.
- Investment revenue – R 739,000 (seven hundred & thirty nine thousand rand) less than budget

- Other Income – R 3,189,000 (three million, one hundred & eighty nine thousand rand) less than budget.
- Employee costs – R 5,317,000 (five million, three hundred & seventeen thousand) more than budget. Overtime costs for the month of December of R1,300,783 (one million, three hundred thousand, seven hundred & eighty three rand) and the estimated total for the year is R 15,587,953 (fifteen million, five hundred & eighty seven thousand, nine hundred & fifty three rand). As at the end of December there is still no outcome on the implementation of shifts for the employees in the Technical Departments & Public Safety or the filling of critical vacancies.
- Repairs and Maintenance – R 726,509 (seven hundred & twenty six thousand, five hundred & nine rand) has been spent on Repairs & Maintenance during December and projected for the year R 15,240,941 (fifteen million, two hundred & forty thousand, nine hundred & forty one rand).
- Bulk purchases – R 9,665,660 (nine million, six hundred & sixty five thousand, six hundred & sixty rand) was paid to Eskom during December as the accounts are paid 1 month in arrears and to date R68,654,983 (sixty eight million, six hundred & fifty four thousand, nine hundred & eighty three rand) has been paid to Eskom.
- General expenses – S & T for the month of December were R 401,522 (four hundred & one thousand, five hundred & twenty two rand) and estimated for the year R 3,981,333 (three million, nine hundred & eighty one thousand, three hundred & thirty three rand).

**Capital Expenditure report (Table C5)**

The Capital expenditure report shown in Table C5 has been prepared on the basis of the format required by National Treasury's electronic format and is categorised into major output "**type**". The summary report indicates that:

Summary statement of Capital Expenditure

Description	Dec	Dec	Variance Fav(Unfav) R'000
	YTD Budget R'000	YTD Actual R'000	
MIG	17,783	33,245	(15,462)
DoE	9,000	15,013	(6,013)
Own Funding	6,948	5,612	1,336

The status of year-to-date capital expenditure, compared to departmental Service Delivery Budget Implementation Plans (SDBIP) targets for the key infrastructure items as indicated in Annexure B are:

- Electrification – R 15,012,869
- Municipal Infrastructure – R 33,245,285

The expenditure for small capital funded from operating this financial year amounts to R 5,612,309

#### AUDITOR GENERAL REPORT: YEAR 2015 (PREVIOUS YEAR)

The municipality received an unqualified audit opinion. Abaqulusi Local Municipality was audited by the Auditor-General (AG) of South Africa in terms of section 188 of the Constitution, section 4 of the Public Audit Act and section 126 of the MFMA.

#### **Measures taken to improve performance and the major efficiencies achieved by financial service during the year**

The municipality managed to compile a credible budget that was adopted in May together with the IDP and SDBIP.

All monthly, quarterly, half year and adjustment reports were submitted to EXCO, Council and Treasury within the deadlines.

Internal Controls were improved in the SCM and reports tabled to EXCO and Council

Stricter budget controls were implemented

Access to the sale of electricity was increased with additional vendors registering to sell prepaid electricity

Staff attended more training to ensure they have the necessary skills and ensure they are compliant in terms of the MFMA requirements

Assets, AFS and PMS committees will continue to ensure that all issues identified during the 2014/2015 audit by the AG are addressed to continue improving compliance.

#### CONCLUSION

The financial position of the municipality is still relatively healthy, although the municipality only has sufficient cash flow for 1 month and not the required 3 months. The negative economic challenges are hampering increased growth which would enable the municipality to provide more service delivery projects. More focus will be directed toward revenue enhancing and revenue protection initiatives.

KPA 5: GOOD GOVERNANCE AND PUBLIC PARTICIPATION

# SDBIP TEMPLATES



IDP REF	NATIONAL XPA	OBJECTIVE	FOCUS AREA	PROJECT	WARD	BASELINE	ANNUAL KPI OUTPUT	UNIT OF MEASURE	ANNUAL TARGET	OPEX	CAPEX	REV	QUARTERLY TARGETS								TARGET MET (Yes/No)	REASON (if No)	Required Intervention	ANNUAL POE	
													Q1	ACT	Q2	ACT	Q3	ACT	Q4	ACT					
<b>OFFICE OF THE MUNICIPAL MANAGER</b>																									
OMM1	GOOD GOVERNANCE AND COMMUNITY PARTICIPATION	Eradicate fraud and corruption by June 2017	Fraud & corruption	Fraud and corruption policy	-	Adopted In 2014	Adopted Fraud & Corruption Policy by 31/12/2015	Date	31/12/2015	-	-	-	N/A	-	31/12/15	29/10/2015	N/A	-	N/A	-	Yes	-	-	Council Resolution	
OMM2		Improve Communications between Abaqulusi municipality and its stakeholders by June 2017	Communication and relationship building	Communication strategy	-	Draft in Place	Adopted Communication Strategy by 30 September 2015	Date	30/9/15	-	-	-	30/9/15	Not done	N/A	Not Done	N/A	-	N/A	-	NO	Needs to be Work shopped with Councillors	Communication Strategy completed with assistance from Department of Communications. Request made to assist with the Facilitating of workshop	Council Resolution	
OMM3		Improve current customer satisfaction by June 2017	Customer care and satisfaction	Customer care services centre	-	No Customer Service Centre	Development of a customer service centre by deadline: 30/9/16	Date	30/6/16	-	-	-	N/A	-	N/A	-	N/A	-	30/9/16	-	n/a	-	-	Proof of advertisement	
OMM4		Promote integrated development planning by June 2017	Integrated development planning	IDP process plan	-	31/8/14 Previous Process Plan	Adoption of IDP process plan by 31/08/2015	Date	31/8/15	-	-	-	31/8/15	27/8/15	N/A	-	N/A	-	N/A	-	n/a	-	-	Council Resolution	
OMM5		Integrated development plan		Integrated development plan	-	31/5/14 Previous IDP Adopted	Review and adoption of IDP by 31/5/16	Date	31/5/16	-	-	-	N/A	-	N/A	-	N/A	-	31/5/16	-	n/a	-	-	Council Resolution	
OMM6		To be a municipality that primarily focuses on the basics when rendering services	Back to basics	National back to basics programme	-	Non Existent	Regular reporting on the status of the municipality to national COGTA	Number	12	-	-	-	3	2	6	6	9	-	12	-	Yes	-	-	Copy of the email and receipt of email	
OMM7				Provincial back to basics programme	-	Non Existent	Regular reporting on the status of the municipality to provincial COGTA	Number	4	-	-	-	1	1	2	2	3	-	4	-	Yes	-	-	Copy of email and receipt of email	
OMM8		To ensure effective monitoring and evaluation of service delivery	PMS	Annual performance report	-	31/8/14	Tabled annual performance report by 31/8/15	Date	31/8/15	-	-	-	31/8/15	27/8/15	N/A	-	N/A	-	N/A	-	n/a	-	-	Council Resolution	
OMM9				Quarterly assessments	-	-	Number of quarterly assessments	Number	4	-	-	-	1	1	2	2 (1 <sup>st</sup> Quarter Complet	3	-	4	-	Yes	-	-	Copy of assessment reports and	

IDP REF	NATIONAL RPA	OBJECTIVE	FOCUS AREA	PROJECT	WARD	BASELINE	ANNUAL KPI OUTPUT	UNIT OF MEASURE	ANNUAL TARGET	OPEX	CAPEX	REV	QUARTERLY TARGETS								TARGET MET (Yes/No)	REASON (if No)	Required Intervention	ANNUAL POE						
													Q1	ACT	Q2	ACT	Q3	ACT	Q4	ACT										
							conducted																							Appraisal Certificates
Omm10				Half year performance report		25/1/15	Tabled half year report to council by 25/1/16	Date	25/1/2016	-	-	-	N/A		N/A		25/1/16	-	N/A		n/a	-	-		-	-			Council resolution	
Omm11		Provide assurance on effectiveness of governance, risk management and internal control	Internal audit	Annual internal audit plan			Implementation of annual internal audit plan	Number of Monthly reports	12	-	-	-	3	3	6	5	9	-	12	-	NO	Delay in submission of info for audit purposes	Engage the MM to enforce compliance						Copy of Audit Reports	
Omm12		To ensure the effectiveness of Audit Committee	Audit Committee	Audit Committee meetings	-	3	Number of Audit Committee meetings held	Number	4	-	-	-	1	1	2	-2	3	-	4	-	Yes								Minutes and Attendance Register	
Omm13		Improve the effectiveness of risk management within the institution	Risk Management Committee	Risk management meetings	-	0	Number of risk management meetings held.	Number	4	-	-	-	1	0	2	0	3	-	4	-	No	Risk management committee not yet appointed	Appoint risk management committee. Council to Adopt risk management policies. Risk management becomes standard items for all management meetings						Minutes and Attendance Register	

CORPORATE SERVICES DEPARTMENT

IDP REF	NATIONAL STRATEGY	OBJECTIVE	FOCUS AREA	PROJECT	WARD	BASELINE	ANNUAL KPI OUTPUT	UNIT OF MEASURE	ANNUAL TARGET	OPEX	CAPEX	REV	QUARTERLY TARGETS								TARGET MET (Yes/No)	REASON (if No)	Required Intervention	ANNUAL POE	
													Q1	ACT	Q2	ACT	Q3	ACT	Q4	ACT					
CORP1				HR policies	-	Draft Policy	Adoption of HR policies by 10 December 2015	Date	10 December 2015	-	-	-	N/A			10/12/15			N/A		N/A	Yes	Plan was adopted during December 2015.		Council resolution
CORP2				Employment equity plan	-	Plan	Submission of EE Plan 30/8/15 to Dept of Labour.	Submission Date	30/8/15	-	-	-	30/8/15	An item was tabled before Council and was referred to LLF for comments		N/A			N/A		N/A	No	Due to the non-filing of the LLF		Acknowledgement of Receipt by Dept of Labour.
CORP3					-	Draft	Adopted Recruitment Plan by 27/8/15	Adoption date	27 August 2015	-	-	-	27/8/15	Copy of Recruitment Plan		N/A			N/A		N/A	No			Council resolution (Copy of Recruitment Plan as this is an administrative issue)
CORP4				Implementation of organizational structure	-	Draft	Adopted Retention Strategy by 27/8/15	Adoption date	27 August 2015	-	-	-	27/8/15	HR Policy Manual was workshop ped to Clirs, Unions and Management. It must be tabled to relevant Committees		N/A			N/A		N/A	No	The HR Policy is adopted in December 2015. The Retention Strategy still needs to be drafted.		Council resolution
CORP5		Human Resource Development	HRM		-	0	Review and adopt organizational structure by 31/3/16	Adoption date	31 March 2016	-	-	-	N/A			N/A			N/A		31/3/16	No	Request of Cogla assistance and still waiting for their assistance		Council resolution
CORP6				Employee benefits	-	Monthly Reports	Monthly reports by deadline date	Number of Reports done by Date	12	-	-	-	3	3		6			9		12	Yes	Reports are done on a monthly basis.		Monthly reports
CORP7				Staff Relations	-	0	1 Staff newsletter per quarter provided to Communications.	Number	4	-	-	-	1	Circulars have been cascaded to Management and Unions through emails		2			3		4	No	Due to staff shortage this target could not be met.		News letters
CORP8				Labour relations	-	1	4 Workshops	Number of workshops	4	-	-	-	1	0		2			3		4	No	Only one workshop was conducted on HR Policies.		Attendance registers of workshops
CORP9					-	2	LLF meetings	Number of LLF meetings	12	-	-	-	3	2		6			9		12	No	The LLF is not meeting.		Minutes of meetings

MUNICIPAL TRANSFORMATION & INSTITUTIONAL DEVELOPMENT

CORPORATE SERVICES DEPARTMENT

IDP REF	NATIONAL KPI	OBJECTIVE	FOCUS AREA	PROJECT	W/RO	BASELINE	ANNUAL KPI OUTPUT	UNIT OF MEASURE	ANNUAL TARGET	OPEX	CAPEX	REV	QUARTERLY TARGETS								TARGET MET (Yes/No)	REASON (if No)	Required Intervention	ANNUAL POE				
													Q1	ACT	Q2	ACT	Q3	ACT	Q4	ACT								
CORP10			Human resource development	Workplace skills plan.	-	2014/15 WSP Adopted in June 2015	Adoption of WSP by deadline: 30/9/15	Date	30 September 2015	-	-	-	30/9/15	Copy of Item in Portfolio Committee Agenda	N/A			N/A	N/A							Council Resolution		
CORP11				Induction	-	Old Policy	Adopted Reviewed Induction Policy and Plan by 30/9/15	Date	30/9/15	-	-	-	30/9/15	Copy of Item in Portfolio Committee Agenda	N/A			N/A	N/A								Council Resolution	
CORP12				OHS	-	Needing Improvement	Adopted Programme (including policy, plan, structures TOR) by 30/12/15	Date	30/12/15	-	-	-	N/A			30/12/15			N/A	N/A								Council Resolution
Corp 13				Training Policy	-	Needing Review	Adopted Training Policy by 30/12/15	Date	30/12/15	-	-	-	-			30/12/15			N/A	N/A								Council Resolution
CORP14				Wellness programme	-	0	Adopted Wellness Policy and Programme by 30/12/15	Date	30/12/15	-	-	-	-			30/12/15			N/A	N/A								Council Resolution
CORP15			Council support	Review and adopt Rules of Order and Order of delegation	-	Draft Document Developed	Adoption by deadline: 30/6/16	Date	30/6/16	-	-	-	-			30/6/16			N/A	N/A							Council Resolution	
CORP16				Annual Council Calendar/Schedule of Meetings	-	30/6/15	Adoption by deadline: 30/6/16	Date	30/6/16	-	-	-	-			30/6/16	N/A		N/A	N/A								Council Resolution
CORP17				Implementation of the annual council programme	34		Number of portfolio Committee Meetings held	Number	60	-	-	-	15	11	30	15	45	60			NO						Attendance Register and Minutes	
CORP18					13 (including Special EXCO)		Number of Exco meetings held	Number	11	-	-	-	3	3	5	11	8	11			YES							Attendance Register and Minutes
CORP19					15 (including Special Councils)		Number of council meetings held	Number	6	-	-	-	1	4	3	9	5	6			YES							Attendance Register and Minutes
CORP20					5		Number of MPAC meetings held	Number	5	-	-	-	1	3	2	4	4	5			NO	NO						Attendance Register and Minutes
CORP21				Implementation of the records management policy & procedures	-	Draft Document Developed	Adoption by deadline: 30/09/2015	Date	30/09/2015	-	-	-	30/09/2015	No		N/A			N/A	N/A							Workshop is outstanding	Council Resolution
CORP22					Implementation of the fleet policy	-	Draft Document Developed	Adoption by deadline: 30/09/2015	Date	30/09/2015	-	-	-	30/09/2015	No		N/A			N/A	N/A							
CORP23				ICT		Website	-	Implementation Of ICT Policy	100% compliant website	%	100%	-	-	-	100	Website is updates daily and weekly, and/or monthly as required by MFMA	100			100	100							
Corp 24					Computer replacement program	-	23	Number of computers replaced.	Numbers	20		R300,000	-	-	N/A				20	N/A								Asset Register reflecting replaced computers.

CORPORATE SERVICES DEPARTMENT

IDP REF	NATIONAL IDP	OBJECTIVE	FOCUS AREA	PROJECT	WARD	BASELINE	ANNUAL KPI OUTPUT	UNIT OF MEASURE	ANNUAL TARGET	DIFER	SIMP	RE	QUARTERLY TARGETS								TARGET MET (Yes/No)	REASON (If No)	Required Intervention	ANNUAL POE	
													Q1	ACT	Q2	ACT	Q3	ACT	Q4	ACT					
Corp25				Server upgrades	-	0	3 Servers Upgraded	Number	3	-	-	-	N/A		1		2	3							Asset Register reflecting upgraded servers.
Corp26				Annual IT related agreement reviews	-	0	9 agreements reviewed	Number	9	-	-	-	1	2	3		6	9							Reviewed Agreements

**CHAPTER 2**

**SDBIP**

IDP REF	NATIONAL KPA	OBJECTIVE	FOCUS AREA	PROJECT	WARD	BASELINE	ANNUAL KPI - OUTPUT	UNIT OF MEASURE	ANNUAL TARGET	OPEX	CAPEX	REV	QUARTERLY TARGETS						TARGET MET (Yes/No)	REASON (if No)	Required Intervention	ANNUAL POE	
													Q1	ACT	Q2	ACT	Q3	ACT					Q4
<b>OFFICE OF THE MUNICIPAL MANAGER</b>																							
TECH 1				Alpha Gravel road	1	0	km of new roads gravelled	km	2.5km	-	-	-	N/A		2.5	2.5	N/A		N/A		YES		Monthly progress reports and payment certificates
							% of construction	%	100%	-	-	-	50%	70%	100%	100%	N/A		N/A			Monthly progress reports and payment certificates	
							Expenditure	R/c	R5.5m	-	R0.5m	-	R3m	R2 998 891.22	R5.5m	R49685 64.42	N/A		NA			Monthly progress reports and payment certificates	

ABAQULUSI MUNICIPALITY SDBIP 2015/16

TECH2				MJ Mbali	14	0	km of new roads gravelled	km	2.5km	-	-	N/A	N/A	2.5	2.5	N/A		N/A		YES			Monthly progress reports and payment certificates
							% of construction	%	100%	-	-	60%	95%	100%	100%	N/A		N/A					Monthly progress reports and payment certificates
							Expenditure in R value	R/c	R2.8 mil	-	R2.8 m	1.8 mil	R1 665 140.36	2.8 mil	R28668 65.60	N/A		N/A					Monthly progress reports and payment certificates
TECH3				St Paul Gravel Road	15	0	km of new roads gravelled	km	5.5km			N/A	N/A	5.5	5.5	N/A		N/A		YES			Monthly progress reports and payment certificates
							100% of construction completed	%	100%	-	-	50%	50%	100%	100%	N/A		N/A					Monthly progress reports and payment certificates
							Expenditure in R Value	R/c	R 6.5 mil		R 6.5 mil	3 mil	R3 482 760.34	6.5 mil	R69165 51.90	N/A		N/A					Monthly progress reports and payment certificates
TECH4				New Gravel Roads Jimani Gravel Road	12	0	km of new roads gravelled	km	7 km			N/A	N/A	7	8.2	N/A		N/A		YES			Monthly progress reports and payment certificates
							% of construction	%	100%	-	-	50%	50%	100%	100%	N/A		N/A					Monthly progress reports and payment certificates
							Expenditure	R/c	R9.4 m		R9.4 mil	6 m	R3 577 395.93	9.4 m	R60168 69.61	N/A		N/A					Monthly progress reports and payment certificates
TECH5				New Gravel Roads Niabankulu Gravel road	5	0	km of new roads gravelled	km	2.5km			N/A	N/A	2.5	2	N/A		N/A		NO	It is on practical completion		Monthly progress reports and payment certificates
							% of construction	%	100%	-	-	50%	50%	100%	98%	N/A		N/A					Monthly progress reports and payment certificates

						Expenditure	R/c	R4.2 m			R4.2 mil		2.2 m	0	4.2 m	R21639 18.49	NIA		NIA			Monthly progress reports and payment certificates		
TECH6	Construct new paved roads	Lakeside internal road	22	0	km of new roads gravelled	km	1.3km						N/A	N/A	1.3	1	N/A		N/A		NO	Due to delays and strikes from the local business suppliers	Monthly progress reports and payment certificates	
% of construction					% of construction	100%				70%	71%	100%	70%	N/A		N/A								Monthly progress reports and payment certificates
R 2.5m Expenditure					R/c	R2.5m			2.5 mil		1.5 m	R1 858 824.75	2.5 m	R30590 66.44	N/A		N/A							
TECH7	Rehabilitation of roads	Rehabilitate Utrecht street	8	0	km of new roads gravelled	km	1.18km						N/A	N/A	N/A		N/A		1.18		NO	Contractor was only appointed now	Monthly progress reports and payment certificates	
100% construction completed					% completed	100%				20%	0%	50%	0%	80%		100%								Monthly progress reports and payment certificates
R7 m Expenditure					Expenditure in R value	R7m			R7 m		1 m	0	3 m	0	5.5m		7m							
TECH8	Grading of Roads	Number of km of roads graded	All rural wards	0	1800 km of roads graded	km	1800			R8 m			500	852.13	800	1467	1100		1800		YES		Photos Progress Reports	
TECH9	Re-graveling of roads	Number of km of roads re-gravelled	All rural wards	0	12km of roads re-gravelled	km	12			R2 m			3	1.6	6	1.6	9		12		NO	#One grader under repairs, hired graders closed early for festive season, busy with Blading, broke down #Trucks drivers on strike	Photos Progress Reports	
TECH10	Pothole Repairs	Repairing Potholes	1 6 8 9 10 11 13 22	0	4000m2 of pothole repairs done	m²	4000			R2 m			1000	10095.8	2000	13199	1000		1000		YES		Program, Photos Progress Reports	
					R2 m Expenditure	R	R2 m expenditure	R2 m			500		500		500		500							Progress & Expend. Reports



TECH11		Pavement Repairs	Repairing Pavements	1 6 8 9 10 11 13 22	0	100 m2 of pavement/sidewalks repairs done	m <sup>2</sup>	100	R1 045 000	-	-	25	23.83	50	64	75	100	YES			Photos Progress & Expend. Reports	
						R1,045 Expenditure	R/c	R1,045 m expenditure	R1 045 000	-	-	261 250		522 500		700 000	1 045 000				Photos Progress & Expend. Reports	
TECH12	To have a storm water system that is safe and reliable by June 2017	Storm Water	Storm Water Construction	1 6 8 9 10 11 13 22	0	Number of meters of new storm water drains installed	m	2700				N/A		N/A		2700	N/A	NO	#Due to delays and strikes from the local business suppliers #contractors has cash flow problems		Monthly progress reports and payment certificates	
100% of construction						%	100		R45m		50%	55%	60%	70%	100%	N/A					Monthly progress reports and payment certificates	
R4.5m Expenditure						R	R4.5 m expenditure	R45m		2.25 mil	0.998mil	3 600 000	R13142 39.82	4.5 mil	N/A						Monthly progress reports and payment certificates	
TECH13		Cleaning of storm water drains	Storm water drains cleaning	1 6 8 9 10 11 13 22	0	600 meters of storm water drains cleaned	meters	600	R750 000	-	-	150	2973	300	5478	450	600	YES			Program, Photos	
											R750 000 Expenditure	R	R750 000 expenditure	R750 000	-	-	167 500		375 000	562 500	750 000	
TECH14		New Water Line Construction	Detection and repairs to leaking water lines per household by June 2016	16	0	100% of construction	%	100			R2 m		25	12.5	50	0%	75	100	NO	SCM processes are delayed and no contractor appointed thus far		Monthly progress reports and payment certificates
											R2 m Expenditure	R	2 mil			600 000	216.47 3 33	1 m	0%		1.5 m	2 m
TECH15	To deliver safe and reliable water networks within Abaqulusi by June 2017	Construction of new water stations/ jo-jo tanks	Number of water stations constructed	Rural Wards	0	To install 24 5000L Jo Jo tanks in rural areas by June 2016	number of tanks	24 tanks	R182 000	-	-	6	3	12	7	16	24	NO	Due to staff shortage – brick layer is borrowed from the roads section		Proof of payments/ invoices, photos	
TECH16			Upgrading of Asbestos Pipes	200 meters of asbestos pipes upgraded	1 6 7 8 9 10 11	0	To replace 200 meters of old asbestos pipes in Abaqulusi by June 2016	meters	200	R 100 000	-	-	50	80	100	161	150	200	YES			Job cards, orders and photos

				13 16 22		R100 000 Expenditure	R	100 00	R 100 000		25 000	27 000	50 000	75 000	100 000				Job cards, orders and photos		
TECH17		Repairs to water lines	Repairs to burst or leaking water lines	Urban Areas	75%	80% of call log on burst pipes attended to within 48hrs	%	80	R 66 400	-	80	84	80	100%	80			YES	Job cards, orders and photos		
TECH18		Replacing water valves	Valve replacement	Urban Areas	0	8 valves replaced	numbers	8	R 48 000	-	2	2	4	4	6			YES	Job cards, orders and photos		
TECH19		Fire hydrants repairs	Repairs & maintenance to existing fire hydrants	Urban Areas	0	24 fire hydrants repaired	number	24	R 24 000	-	6	10	12	14	18			YES	Job cards, orders and photos		
TECH20		Water pump repairs	Repairs & maintenance to existing water pumps	Urban Areas	0	12 pumps repaired	number	12	R 66 000	-	3	13	6	18	9			YES	Job cards, orders and photos		
TECH21	To have a sanitation system that is reliable and efficient by 2017	Installation of new sewer lines	Emondio sanitation project	Urban Areas	18	0	300 households benefitting	number of house holds	300	-	R2 m	-	50	0	75	0	75		NO	Project was stopped due to social problems and to be restarted	Invoices, progress reports and photos
550 meters of new sewer lines							meters	550 meters	-	R2 m	-	100	0	250	0	400	550			Invoices, progress reports and photos	
R2m expenditure on new sewer lines							Expenditure in R value	R2 m	-	R2 m	-	500 000	0	1 m	R216,473.3	1.5 m	2 m			Invoices, progress reports and photos	
TECH22		Draining of sewer tanks	Drainage of old septic tanks in coronation, drainage of raw sewer in pump stations on break downs	Urban Areas	0	80% of complaints received resolved within 24hrs	%	80%	R 90 000	-	80%	80%	80%	100%	80%			YES	Invoices, progress reports and photos		
TECH23		New electrical connections/installations done	Number of new electrical connection	Urban Areas	11	0	1000 households with new electrical installations by June 2016	Number of houses	1000	-	R14 m	-	N/A	200	1000			YES	Designed, Photos and progress reports		

		To deliver safe and reliable electricity networks within Abaqulusi by June 2017				100% of construction	%	100	-	R14 m	-	25%	100%	60%	100%	100%		N/A				Designed, Photos and progress reports			
						Expenditure	R value expenditure	R18 mil	-	R14 m	-	R 7 660 000		R14 mil	R14.5 mil	R18 mil		N/A							
TECH24			Installation of electrical meters in Coronation by June 2015	6	0	To install 650 electrical meters	meters installed	650		R15 m	-		200	0	650	0	N/A		N/A		NO	Waiting re-advertisement of tender by SCM	Municipal Manager has requested that SCM re-advertise the tender	Photos and Progress Reports	
									100 % construction completed	%	100		R15 m	-	30%	0	100%	0%	N/A		N/A				Photos and Progress Reports
								R1.5m Expenditure	R	R1.5 m		R1.5m	-		750 000	0	1.5 m	0	N/A		N/A				Photos and Progress Reports
TECH25		Installation of high mast lighting by June 2015	Various	0	Installation of high mast lights to the total of 10	Number of lights installed	10		R2 m	-		2	0	4	0	6		10		NO	Awaiting consultant for designs and tender. Awaiting councillors approval		Designed, Photos and progress reports		
								100 % of construction completed	%	100		R2 m	-	20	0%	40	0%	60		100					Designed, Photos and progress reports
								R2 m Expenditure	R/c	2 m expenditure		R2 m	-		400	R0	900		1.2m			2m			
TECH26		Public lighting repairs	Pole/light repair	8,9 10 11 13 18 20 22	75%	80% of complaints received resolved	%	80 % of pole lights repaired		R600 000	-	80%	Total 217	85%	Total 430	70%	80%		80%	YES			Complaints received. Evidence of Repaired lights related to complaints		

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TECH27					18	Repairs 6 high mast lighting in Emondlo	Number	6	R 100 000	-	-	1	9	3	0	4	6		NO	Awalling consultant for designs and tender. Awalling councillors approval  <i>Mistake done in 1st report was for last FY. Total 15 done Completed in 2014/2015 financial year</i>		Photos Reports
TECH28		Electricity Mains	Replacement of bare overhead conductor to aerial bundle conductor	8 9 18	0	10 km of bare overhead conductor replaced	km	10	R 100 000	-	-	2,5 km	1 km	5 km	2,3 km	7,5 km	10 km		No	Due to strike action and shortage of staff	Vacancies to be filled and strikes to stop	Maintenance forms, job cards and photos
TECH29		General Infrastructure	Maintenance to mini substation	6 7 8 9 10 11 13 18	0	8 mini substation maintained	number	8	R 650 000	-	-	2	1	4	2	6	8		No	Due to strike action and shortage of staff	Vacancies to be filled and strikes to stop	Maintenance forms, job cards and photos
TECH30		Upgrade transformers	Upgrading of existing transformer infrastructure	6 7 8 9 10 11 13 18	0	24 transformers upgraded	number	24	R 650 000	-	-	6	4	12	6	18	24		No	Due to strike action and shortage of staff	Vacancies to be filled and strikes to stop	Maintenance forms, job cards and photos
TECH31		Major Substations	Maintenance on Major substations	6 7 8 9 10 11 13 18	0	4 major substations repaired	number	4	R 750 000	-	-	1	0	2	2	3	4		Yes			Maintenance forms, job cards and photos
TECH32		Overhead lines	To repair HT overhead lines	6 7 8 9 10 11 13 18	0	4 kilometres of overhead lines repaired	kms	4	R 500 000	-	-	1	750 m	2	750 m	3	4		No	Due to strike action and shortage of skilled staff	Vacancies to be filled and strikes to stop	Maintenance forms, job cards and photos
TECH33		Repairs to Robots	Maintain robots	8 9	0	13 robots repaired	number	13	R 250 000	-	-	3	2	6	2	9	13		No	Due to strike action and shortage of staff	Vacancies to be filled and strikes to stop	Maintenance forms, job cards and photos

IDP REF.	NATIONAL KPA	OBJECTIVE	FOCUS AREA	PROJECT	WARD	BASELINE	ANNUAL KPI OUTPUT	UNIT OF MEASURE	ANNUAL TARGET	OPEX	CAPEX	REV	QUARTERLY TARGETS								TARGET MET (Yes/No)	REASON (if No)	Required Intervention	ANNUAL POE				
													Q1	ACT	Q2	ACT	Q3	ACT	Q4	ACT								
<b>COMMUNITY SERVICES DEPARTMENT</b>																												
COM1		To have a refuse removal system that is reliable and efficient by 2017	Refuse management	Refuse removal	8,9 10 11 13 18 20 22 1,6 7 12	15 421 sites serviced	15 421 sites serviced	Number	15 421	R10 800 000	-	-	15421	Achieved and exceeded 16421	15 421	Achieved and exceeded 16421	15421										Invoices Payment Reports.	
COM2			Maintenance of the landfill site		22	Rehabilitation	Number of environmental management (em) site inspection reports favourable	Number	4	-	-	-	1	Achieved (Dept Enviro will email on Monday)	2	Achieved, a EM is received from competent authority	3				4						Environmental Mgt site inspection reports which are favourable	
COM3			To ensure that there is sufficient burial space available at Abaqulusi by 2017	Cemeteries	Expansion of current cemeteries	1 6 5 11 13 18	Existing Cemeteries	Submission of the basic assessment report for the environmental authorisation by due date	Date	31/01/2016	-	-	-	N/A	N/A	N/A	N/A	31/01/2016				N/A						Acknowledgment letter from competent authority
COM4			To promote green building structures for Abaqulusi municipality 2017	Gate-ways	Building plans for gate ways at the entrance of church and east Str	8 9	0	Submission of building plans by due date : 31/8/15	Date	31/08/2015	-	-	-	31/8/15	Not Achieved	N/A	N/A	N/A				N/A						Acknowledgment letter from planning
COM5					Erect gate ways at the		0	100 % of project	%	100%	-	-	-	N/A		N/A		50%			50%						Implementing agent report	

IDP REF	NATIONAL RPA	OBJECTIVE	FOCUS AREA	PROJECT	WARD	BASELINE	ANNUAL KPI OUTPUT	UNIT OF MEASURE	ANNUAL TARGET	OPEX	CAPEX	REV	QUARTERLY TARGETS								TARGET MET (Yes/No)	REASON (if No)	Required Intervention	ANNUAL POE		
													Q1	ACT	Q2	ACT	Q3	ACT	Q4	ACT						
				entrance of east and church Str			complete																			
COM6		To provide fully functioning libraries within Abaqulusi by June 2017	Libraries	Expansion of library services	All Wards	Libraries Existing But Services Need To Be Extended	Submission of business plan for funding by deadline	Date	31/12/2015	-	-	-	N/A		31/12/2015		N/A		N/A		Yes				Site inspection for the construction of the library at ward 10 has been done by Provincial Museum	
COM7		To ensure promotion of Abaqulusi history within the municipal jurisdiction and Zululand district by June 2017	Museum	Municipal history promotion plan	All Wards	Insufficient Promotion For Available History	Promotional plan by deadline: 30/9/15	Date	30/09/15	-	-	-	30/9/15	Achieved	N/A		N/A		N/A		YES	promotional plan audited by provincial museum			Promotional plan	
COM8	Promotion plan implementation			0	12 displays	Number	12	-	-	-	3	Not achieved	6		9		12		NO	Provincial Museum has visited the museum on the 22nd to the 24th of December 2015 and interviewed a group of people in order to rewrite the history of abaqulusi			Report from Museum services			
COM9	Promotion plan implementation			0	24 school visits	Number	24	-	-	-	6	Achieved	12		18		24		YES		List of school names visited			School confirmation letters		
COM10	Maintenance of existing parks			11	Maintained 11 municipal parks	Frequency of maintenance per park: number	66	-	-	-	11	Achieved	33		44		66		YES		Monitoring plan needs to be signed frequently			Invoices		
COM11		To ensure well maintained community facilities.	Parks & Halls	Maintenance of municipal halls	All Wards	Halls Not Properly Maintained	96 favourable councillor hall inspection reports	Number	96	-	-	-	24	Achieved	48		72		96		YES		We have visited wards that have municipal halls and communicated with ward councillors and check the state of the halls		Inspection reports from 8 halls that are being monitored and bringing in revenue.	
COM12	LOCAL ECONOMIC	To provide a fully functional public safety unit in	Law enforcement	Roadblocks			120 roadblocks	Number	120	-	-	-	20		60		100		120						Reports	

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IDP REF	NATIONAL RPA	OBJECTIVE	FOCUS AREA	PROJECT	WARD	BASELINE	ANNUAL KPI OUTPUT	UNIT OF MEASURE	ANNUAL TARGET	DPEX	CAPEX	REV	QUARTERLY TARGETS								TARGET MET (Yes/No)	REASON (if No)	Required Intervention	ANNUAL POE		
													Q1	ACT	Q2	ACT	Q3	ACT	Q4	ACT						
COM13		Abaqulusi by June 2017		Enforcement compliance by road users	All	2000	2400 section 56 and 341 notices issued	Number	2400	-	-	-	500		1200		2100		2400						Copies of Notices Issued	
COM14				Traffic fine revenue	-	R888,034	R3m Revenue collected through traffic enforcement	R value	R3 000 000	-	-	R3 000 000.	R 500000		R1.5 m		R2.5m		R3m						Copies of Traffic Fines Issued Dbase of fines issued.	
COM15			Revenue	Motor licence and driver licence revenue	-	R2 085 528	Revenue collected through motor and driver licence	R value	R2 221 800	-	-	R2 221 800	R555,450		R555,450		R555,450		R555,450						Copies of Invoices issued. Dbase of applications.	
COM16				To purchase laser portable camera	-	1 Camera In Existence	Purchased laser camera by 30/9/15	Date	30/09/15	R1 000 000	-	-	30/9/15		N/A		N/A		N/A						Payment Made. Registered on Asset Register	
COM17		Enhancing safety and security by June 2017	Safety and security	Supporting the Community policing forum	-	Currently Active	12 meetings attended	Numbers	12 Meetings	-	-	-	3		6		9		12						Attendance registers	
COM18				Safety Campaigns	-	No Programme In Place	4 safety campaigns conducted	Numbers	4 Campaign	-	-	-	1		2		3		4						Reports	
COM19					8	Swimming Pool Closed	Re-opening of the swimming pool by deadline: 30/9/15	Date	30/09/15	-	-	-	30/09/15	Not achieved	N/A		N/A		N/A			NO			Tender to be advertised.	Reports
COM20		To promote sports development by June 2017	Sports	Management of sports facilities			48 chemical treatment of the pool	Number	48	R60 000	-	-	12	Not achieved.	24		36		48			NO			Tender to be advertised.	Reports
COM21					8	Existing Cecil Emmet Sports Grounds	Upgraded Cecil Emmet sports grounds by deadline: 30/6/16	Date	30/06/16	R60 000	-	-	N/A		N/A		N/A		30/06/16						Close-up report	
COM22		To promote arts & culture within Abaqulusi by June 2017	Arts and culture	Arts and culture Committee	All	No Existing Committee	Established Committee by deadline: 31/3/16	Date	31/03/16	-	-	-	N/A		N/A		31/03/16		N/A						Reports	

IDP REF.	NATIONAL KPI	OBJECTIVE	FOCUS AREA	PROJECT	WARD	BASELINE	ANNUAL KPI OUTPUT	UNIT OF MEASURE	ANNUAL TARGET	DPEX	CAPEX	REV	QUARTERLY TARGETS						TARGET MET (Yes/No)	REASON (if No)	Required Intervention	ANNUAL POE	
													Q1	ACT	Q2	ACT	Q3	ACT					Q4
COM23				Facilitate arts and culture events	All	Annual Events	Number of annual events	Number	9	-	-	-	4	Achieved	8		9		N/A		YES		Reports & photos
COM24	CROSS CUTTING, SPATIAL, ENVIR/DISASTER	To establish a fully functional fire and disaster management unit in Abaqulusi by Jun2017	Fire and disaster	Fire and disaster management unit	All	0-2Hours	1 hour Turnaround time to arrive at the disaster scene	Hours	0-1 Hour	-	-	-	1	1	1	1	1		1		YES		Reports & photos
COM25							8 hours Turnaround time to provide relief	Hours	0-8 hours	-	-	-	8	8	8	8	8		8		YES	Additional equipment to fast track delivery	Assessment form Reports & Photos
COM26							Inter-governmental relations with provincial and district disaster management units	All	Currently Active	12 meetings attended	Number	12 Meetings	-	-	-	3	4	6	8	9		12	



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IDP REF	NATIONAL RPA	OBJECTIVE	FOCUS AREA	PROJECT	WARD	BASELINE	ANNUAL KPI: OUTPUT	UNIT OF MEASURE	ANNUAL TARGET	OPEX	CAPEX	REV	QUARTERLY TARGETS						TARGET MET: (Yes/No)	REASON (if No)	Required Intervention	ANNUAL POE		
													Q1	ACT	Q2	ACT	Q3	ACT					Q4	ACT
DP1	SERVICE DELIVERY & BASIC INFRASTRUCTURE DEVELOPMENT	To provide sustainable human settlements to the people of Abaqulusi by 2017	Housing	Review housing sector plan	All	August 2012	Reviewed Housing Sector Plan Adopted	Date	30/6/16	-	-	-	N/A	The proposed projects have been submitted and they have been approved by Portfolio and EXCO now waiting Council Adoption.	N/A	N/A	30/6/16	-	-	None	Council Resolution			
DP2				Hosting and participating in housing forums	All	6 Housing Forum Meetings Held	Number of housing forum meetings held	Number (accumulative)	8 Meetings	-	-	-	2	3 meetings held	4	2	6	8	Yes	-	None	Attendance registers, agenda and minutes		
DP3	LOCAL ECONOMIC & SOCIAL DEVELOPMENT	To increase employment opportunities in the municipality by June 2017	Job Creation	Providing support to local SMME's	All	0 SMME's Workshops Coordinated	Number of SMME's workshops coordinated	Number (accumulative)	3	-	-	-	N/A	2 SMME's workshop coordinate	1	2	2	3	Yes	-	None	Attendance registers		
DP4				Unleashing agricultural potential by June 2017	Natural Resources	Providing support for local farmers	All	0 Agricultural Forum Meetings Held	Number of agricultural forum meetings held	Number (accumulative)	2	-	-	-	N/A	1 Agri Business was initiated on 29 <sup>th</sup> July 2015	N/A	1 (No target set for the quarter)	2	N/A	Exceeded Target	None	Attendance registers	
DP5				To promote sustainability & ensure protection of municipal natural resources and heritage sites by June 2017	Natural resources	Rehabilitating heritage sites	All	0 Heritage Sites Rehabilitated	Number of heritage sites rehabilitated	Number	1	-	-	-	N/A	N/A	N/A	N/A	1	-	-	None	Close out report	
DP6				To promote tourism opportunities in the municipality by June 2017	Tourism	Marketing the municipality	-	1 Tourism Event Organised	Tourism event organised by 30/5/16	30/5/16	30/5/16	R10 000	-	-	-	N/A	N/A	N/A	N/A	30/5/16	-	-	None	Close out report
DP7				Tourism awareness campaigns		-	1 Tourism Awareness Campaign Conducted	Tourism awareness campaigns by 30/12/15	30/12/15	30/12/15	R50 000	-	-	-	N/A	N/A	30/12/15	9/12/015	N/A	N/A	Yes	-	None	Close out report
DP8	To ensure functionality of informal traders within Abaqulusi by	Informal Economy	Capacity building for informal	All	0 Informal Traders Trainings	Number of informal traders	Number (accumulative)	4	-	-	-	1	0	2	2	3	4	Yes	-	None	Attendance registers Training manual			

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IDP REF	NATIONAL RPA	OBJECTIVE	FOCUS AREA	PROJECT	WARD	BASELINE	ANNUAL KPI: OUTPUT	UNIT OF MEASURE	ANNUAL TARGET	OPEX	CAPEX	REV	QUARTERLY TARGETS						TARGET MET (Yes/No)	REASON (if No)	Required Intervention	ANNUAL POE		
													Q1	ACT	Q2	ACT	Q3	ACT					Q4	ACT
DP9		June 2017		traders		Conducted	trainings conducted																	
				Informal traders stalls site demarcation in Vryheid town	8	0 Informal Traders Stalls Demarcated	Number of Informal traders stall demarcated	Number	100		R30 000	-	-	N/A	Policy and Bylaws were approved in July 2015. Three Market Stalls were allocated at the Thunsong Centre eMondo.	100	0	N/A	N/A		No	Paint for stalls demarcation has been bought, still to arrange with the traffic department to assist.	None.	Informal trading licence register
DP10		To alleviate poverty levels in all municipal wards by June 2017	Poverty Alleviation	Ward Support for Poverty Alleviation	All	22 Wards	Number of wards supported with poverty alleviation projects	Number	22		R2m	-	-	N/A	N/A	N/A	-	N/A	22	N/a	Project is ongoing as the process has already started.		Signed acknowledgment of receipt form	
DP11		To promote youth, elderly, women and disabled development by June 2017	Special Groups	Special Group Programme	All	0 Events Organised For Youth, Elderly, Women And Disabled	Number of youth, elderly, women and disabled events conducted	Number (accumulative)	3		R1.1m	-	-	1	1 Disability Awareness Function held 18 <sup>th</sup> September 2015	1	0	N/A	3	No	Council did not approve		Close out report	
DP12		To reduce the impact of HIV/AIDS by June 2017	HIV/AIDS	HIV/AIDS awareness campaign	All	0 HIV/AIDS Awareness Campaigns organised	Number of HIV/AIDS awareness campaign organised	Number (accumulative)	2		-	-	-	N/A	N/A	1	1	N/A	2	Yes			Attendance registers and programme	
DP13	CROSS-CUTTING: SPATIAL ENVIRONMENT & DISASTER	To promote harmonious & co-ordinated land uses to achieve a sustainable environment by June 2017	LUMS	Development applications	All	90%	Percentage of total no. of dev. applications received that are processed	Percentage	92%		-	-	-	92%	100 % All application Submitted for the Quarter were processed	92%	100%	92%	92%	Yes		None	Town Planning Register	
DP14				Town planning scheme	8,9 11 22	1984	Draft urban component of a scheme adopted by 30/6/16	30/6/16	30/6/16		R500 000	-	-	-	N/A	Submitted application for funding to CCSTA, DRDLR & SALGA	N/A	-	N/A	30/6/16	n/a	None		Council Resolution

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													Q1	ACT	Q2	ACT	Q3	ACT	Q4	ACT				
DP15		To ensure effective management of current & desirable land uses by June 2017	SDF	Review SDF	All	2009	SDF Framework Adopted by 30/3/16	30/3/16	30/3/16	-	-	-	R350 000	-	N/A	Finalised phase 2: Status Quo of Project	N/A	Workshop - Cliris on SDF as part of Phase 3 – 02/12/15	30/3/16	-	N/A	N/A	None	Council Resolution
DP16				Precinct Plans	167819	Draft Precinct Plans	Louwsburg Hobane/Coronation and Emondio precinct plans adopted by 30/3/16	30/3/16	30/3/16	-	-	-	N/A	N/A	N/A	-	-	-	30/3/16	-	N/A	N/A	None	Council Resolution
DP17		To ensure compliance with the SA National Building Regulations and SANS 10400 by June 2017	Building inspectorate	Assessment of building plans	All	90%	Percentage of total no. Of building plans received that are processed	Percentage	92%	-	-	-	-	92%	100% - All building plans that were submitted were assessed	92%	100%	92%	-	-	92%	Yes	None	Building plan register
DP18				Workshop professionals in the built environment	All	1 Professionals Workshop Conducted	Number of workshops conducted	Number (accumulative)	2	-	-	-	N/A	N/A	1	1	N/A	2	Yes	None	Attendance Register and programme			

IDP REF	NATIONAL KPI	OBJECTIVE	FOCUS AREA	PROJECT	WARD	BASELINE	ANNUAL KPI OUTPUT	UNIT OF MEASURE	ANNUAL TARGET	OPEX	CAPEX	REV	QUARTERLY TARGETS								TARGET MET (Yes/No)	REASON (if No)	Required Intervention	ANNUAL POE		
													Q1	ACT	Q2	ACT	Q3	ACT	Q4	ACT						
<b>FINANCIAL SERVICES DEPARTMENT</b>																										
Fd1		To improve and protect revenue collection of the municipality by June 2017	Revenue	Revenue collection	All	90% payment received for billing sent	Percentage of payment received vs billing	%	92	-	-		92	94.71	92	99.77	92		92		Yes	-	-	-	Billing and payment spreadsheet	
Fd2			Indigent Information Mgt	Indigent register	All	12 updates of Indigent Register	12 updates conducted	Number (accumulative)	12	-	-		3	3	6	6	9		12		Yes	-	-	-	Up to date Indigent Reg	
Fd3		To ensure full compliance with the MFMA and municipal policies/procedures by June 2017	Expenditure	Expenditure payments to service providers	All	12 reports	12 reports prepared - creditors age analysis	Number	12	-	-		3	3	6	6	9		12		Yes	-	-	-	Monthly Section 71 Report	
Fd4				Creditor reconciliations	All	12 reports	12 reports prepared - creditors age analysis	Number	12	-	-		3	3	6	6	9		12		Yes	-	-	-	Monthly section 71 report	
Fd5		To ensure full compliance of the MFMA SCM regulations and municipal policies/procedures by June 2017	SCM	Procurement plan	All	Not Adopted	Date of adopting procurement plan	Date	30 September	-	-		30/9/15	NOT DONE	N/A	NOT DONE	N/A		N/A		No	Not all departments submitted their plans to SCM	-	-	Procurement plan Approved/Adopted	
Fd6				lufw register and s36/32 register	All	12	Number of report on lufw register and s36/32 register	Number	12	-	-		3	3	6	6	9		12		Yes	-	-	-	Monthly section 71 report	
Fd7				SCM Policy	All	May 2015	Date of adoption of scm policy	Date	31 May 2016	-	-		N/A		N/A	-	N/A		31/5/16		n/a	-	-	-	Council Resolution	
Fd8				SCM database	All	Not Measured Previously	Percentage of new suppliers registered	Percentage	90	-	-		90		90	-	90		90				-	-	-	Copy of the newspaper advert and database (before and after update)
Fd9	FINANCIAL VIABILITY & MGT			Monitor functionality of municipal stores	All	4	Number of stock takes and recons conducted	Number	4	-	-		1	0	2	1	3		4			No	Due to invoices not paid for Protective Clothing the stock count could not be done in the 2 <sup>nd</sup> quarter as the stock could not be captured on the Munsoft system	The issue regarding the Protective Clothing be finalized as a matter of urgency	-	-

IDP REF	NATIONAL IDP	OBJECTIVE	FOCUS AREA	PROJECT	WARD	BASELINE	ANNUAL KPI OUTPUT	UNIT OF MEASURE	ANNUAL TARGET	OPEX	CAPEX	REV	QUARTERLY TARGETS								TARGET MET (Yes/No)	REASON (if No)	Required Intervention	ANNUAL POE	
													Q1	ACT	Q2	ACT	Q3	ACT	Q4	ACT					
Fd10		To have a GRAP compliant assets register by June 2016	Asset management	Assets register	All	4	Number of updates conducted	Number	4	-	-	-	1	0	2	0	3		4		No	Testing is still being done and the 2 <sup>nd</sup> asset register from i@Consulting was only received in December. Munsoft have advised that the testing continue and the live asset register be implemented with the mSCOA conversion on 1 July 2016		GRAP compliant assets register and reconciliation	
Fd11		To ensure full compliance of the MFMA and municipal policies/procedures by June 2016	Budget	1 July 2014	All	Munsoft Financial System	Votes are locked by deadline (certificate provided to treasury): 1/7/15	Locking of votes on munsoft financial system by date	Certificate by 1/7/15	-	-	-	1/7/15	1/7/2015	N/A	-	N/A		N/A		n/a	-	-	Certificate	
Fd12			Budget	Virements	All	Not Measured	Virements to be performed in accordance with the virement policy	Percentage of requests from departments compliant	90	-	-	-	90	100%	90	100%	90		90		Yes	-	-	Virement forms	
Fd13			Budget	Approved budget	All	31 March 2015	Tabling of draft budget by 31/3/16	Date	31 March 2016	-	-	-	N/A	-	N/A	-	31/3/16		N/A		n/a	-	-	Council resolution	
Fd14			Budget	Approved budget	All	31 May 2015	Approval of final budget BY 31/5/16	Date	31 May 2016	-	-	-	N/A	-	N/A	-	N/A		31/5/16		n/a	-	-	Council resolution	
Fd15			Mscosa	Develop, adopt and implement Mscosa	All	Not Measured	Number of mscosa reports submitted to council	Number	12	-	-	-	3	3	6	6	9		12		Yes	-	-	Council Endorsed Section 71 report	
Fd16			Budget	Sound control environment over management information	All	12	Number of s71 reports	Number	12	-	-	-	3	3	6	6	9		12		Yes	-	-	Council Endorsed Section 71 reports	
Fd17						4	Number of s52 reports	Number	4	-	-	-	1	1	2	2	3		4		Yes	-	-	Council Endorsed Section 52 reports	
Fd18						1	Number section 72 report	Number	1	-	-	-	N/A	-	-	N/A	-	1		N/A		n/a	-	-	Council Endorsed Section 72 Reports
Fd19						31 August 2014	Submission of AFS to AG	Date	31 August 2015	-	-	-	31/8/15	31-Aug-	-	N/A	-	N/A		N/A		n/a	-	-	Proof of submission of

