

ABAQULUSI MUNICIPALITY



2013-14 HALF-YEAR REPORT

EXECUTIVE SUMMARY

The Municipality has greatly improved in terms of performance in the second quarter. This is evidence of team spirit in the achievement of goals set in the Municipal adopted IDP and the understanding of the adopted PMS framework. The level of performance will result the Municipality in obtaining clean audit for the 2013/14 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 Municipality was placed under administration in March 2013 and thereafter developed a turn-around strategy to address the issues led to the audit opinion by the Auditor General.

Through the intervention Cogta has seconded the Municipality with these Managers:-

R.S. Mokoena	Acting Municipal Manager
T.S. Mkhwanazi	Acting Chief Finance Officer
S. Chetty	Acting Director Technical Services
L. Mgudlwa	Acting Director Development Planning
B. Mnikathi	Acting Director Community Services
N. Maphumulo	Acting Director Corporate services

Section 56 and 57 positions became vacant after the expiry of contracts for the previous employed Directors which expired in January 2013. These positions were advertised in the month of August and the legal opinion from Cogta delayed the process of filling these vacancies. The process is estimated to be completed by February 2014.

There is slow progress in the implementation of the organogram and there has been challenges in the adoption the placement policy. The Municipality has requested assistance from Cogta to train staff and Councillors on the Code of Conduct and roles and responsibilities.

- **Basic Service delivery**

The limited resources pose great challenges in the implementation of the set targets. There is minimal progress in the capital projects identified through Community Based Plans in the IDP this however serves as a major backlog in the delivery of services. The Municipality is in the process of drafting a maintenance plan for all its infrastructure and facilities.

- **Local economic development**

There is remarkable progress in the small town rehabilitation projects initiated by ALEDI. The Municipality is also in the process of reviewing its Spatial Development Framework since it was last reviewed in 2008 in liaison with the Department of Rural Development for the development of the precinct plans for Hlobane, Louwsburg and EMondlo. However there are still challenges due to the outdated Geographical Information System.

- **Financial viability**

In terms of the revenue the Municipality has improved by 8% increase whereas rates a lower by 5% in comparison to the budget. The municipality is currently in the process of auditing its meters to obtain which areas are illegally electrified. However the expenditure is higher than budgeted while there are still major challenges in the reduction of debtors. There is great improvement in the MFMA compliance through Supply Chain processes.

- **Good governance and public participation**

Council structures are functioning optimally and play a meaningful oversight role. The Municipality is in the process of reviewing its Orders of delegation and Rules of Order. The Municipality has requested support from Cogta on the training of MPAC Councillors.

For the purposes of operation clean audit the Municipality established committees to address the findings of the AG. These committees are reporting to the Executive Committee on a biweekly basis.

The audit recovery plan was drafted and will be tabled to Council with the adoption of the 2012/13 annual report. Community involvement is exercised through DBPs and IDP engagements.

OFFICE OF THE MUNICIPAL MANAGER

PRIORITY	QUARTERLY TARGET	DONE/ NOT DONE	REASON/ PORTFOLIO OF EVIDENCE	REQUIRED INTERVENTION	RESPONSIBLE PERSON
IDP	Review IDP objectives and strategies by December 2013 2013	NOT DONE	Delays in preparation of the process plan	Compliance with the drafted process plan	Acting Manager IDP and PMS
PMS	Draft individual scorecards and issue appraisal certificate after completion of performance assessments by December 2013	NOT DONE	Individual scorecards drafted, to be tabled to Council for adoption, appraisal certificate not yet completed	Commitment by departments in submitting accurate information to help fast track completion of assessment	Acting Manager IDP and PMS
HALF YEAR REPORT	Obtain departmental inputs in compiling half year report by December 2013	DONE	Draft half year report to be assessed in January 2014 and tabled Exco and Council for adoption	Commitment by departments in submitting reports within the set time frames	Acting Manager office of the MM
QUARTERLY REPORTS	Publish consolidated monthly plans and reports,	NOT DONE	Late submission of reports and plans by departments	Departmental commitment in meeting deadlines	Acting Manager office of the MM
	facilitate quarterly SDBIP review session	DONE	first and second quarter review sessions were conducted	To comply with the proposed assessment dates	

3RD QUARTER PLANS

PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MONTHLY INDICATORS	RESPONSIBLE PERSON
ADMINISTRATION				
PMS	<ul style="list-style-type: none"> • Organizational Scorecard • Individual Scorecard 	<ul style="list-style-type: none"> • To send a draft individual scorecard to the Directors for comments 	MONTH 1 Solicit comments from departments Tabling of Individual scorecard before the Council committees for adoption	Acting IDP/PMS Manager
			MONTH 2 Prepare assessment of previous month	
			MONTH 3 Prepare quarterly assessment	

PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MONTHLY INDICATORS		RESPONSIBLE PERSON
IDP	<ul style="list-style-type: none"> • Review the situation analysis • Training the Ward Committee on Community Based Planning • Review the objectives, strategies and projects 	<ul style="list-style-type: none"> • Call the IDP Steering Committee meeting (reviewal of the situation analysis) • Draft Ward Committee meetings and visit them per clusters • Organize a strategic planning session 	MONTH 1	<ul style="list-style-type: none"> • Get the progress report from the departments regarding their projects • Get Ward Plans from the Ward Councillor working in conjunction with the Ward Committees 	
			MONTH 2	<ul style="list-style-type: none"> • Reviewal of the objectives, strategies and projects together with the Exco members 	
			MONTH 3	<ul style="list-style-type: none"> • Report back on 	

				progress with IDP inputs	
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PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MONTHLY INDICATORS		RESPONSIBLE PERSON
THIRD QUARTER REPORT	Compile and table third quarter report to all relevant committees by April 2014	solicit inputs from each department in compiling the report compilation of the assessment report	MONTH 1	receive monthly and quarterly plans from departments Assessment of plans Compile report and submit to Manager IDP and PMS for assessment	Acting Manager in the office of MM
			MONTH 2	receive monthly and quarterly plans from departments Assessment of plans Compile report and submit to Manager IDP and PMS for assessment	
			MONTH 3	receive monthly and quarterly plans from departments Assessment of plans Compile report and submit to Manager IDP and PMS for assessment	

				Compile the half year report and facilitate review session on the half year performance	
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PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MONTHLY INDICATORS		RESPONSIBLE PERSON
HALF YEAR REPORT	Table half year report to Audit Committee, Exco and Council by January 2014	Refine the submitted report incorporating the assessment report from the review session	MONTH 1	Consultation with individual departments	Acting Manager in the office of the MM
			MONTH 2	refine the document and communicate the amendments with various stakeholder	
			MONTH 3	prepare the report for final submission to council Facilitate publication of	

				monthly institutional plans and reports	
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QUICK WINS

TASK	TARGET DATE	RESPONSIBLE PERSON	SUPPORTING DEPARTMENT
Drafting and tabling of the recovery plan in addressing AG findings by 23 January 2014	15 January 2014	Acting Manager: Executive Operations	Finance Department
Drafting of the Access to Information Policy and table to Exco and Council for adoption by 24 January 2014	31 January 2014 (complete the draft policy)	Acting Manager: Executive Operations	Corporate Services
Facilitate implementation and operation of the Communication centre	30 March 2014	MM	Technical Services, Community Services, Finance Department and Corporate Services
Facilitate increasing Internal Audit capacity by end January	31 January 2014	MM	Corporate Services

CORPORATE SERVICES

CHAPTER 1

EXECUTIVE SUMMARY

This (half year) executive summary report gives an overview of the Key Areas highlighting key successes and challenges experienced by the Department in the period under review. During the first quarter we saw minimal progress being made, this could be attributed to the none sitting of committee meetings to facilitate the recommendations and adopt proposals from the administration, compounding this are structural challenges relating to shortage of staff and the capability of the current personal. Amongst the key challenges that we encountered was the withdrawal of Placement Policy item for adoption by the Council, none availability of LGSETA to conduct training for Councillors and Training Committee; failure by Cogta appointed Service Provider (Zuzulwazi) to facilitate, the review of Rules of Order, Orders of Delegation, conducting skills audit; failure by training committee to meet to training look at training related matters. The ICT met some tough challenges needing to maintain an entire ICT infrastructure that spans a 37km radius, which includes all the smaller municipal buildings in eMondlo and Coronation and others with a below minimal amount of staff needed, making it difficult to perform. During the second quarter there has been a very steady progress and a number of challenges in all the three sections of the department. We have made reasonable progress in the areas of Employment Equity Plan and Human Resources Policy Review, both are ready to be tabled to the relevant committees for consideration and should be adopted by the Council in February. The Placement Policy was approved during last month of the second quarter. This together with the appointment of managers in the immediate future will give the HR Section the impetus to move swiftly to fulfill its objective as set out in the SDBIP, that of increasing the capacity of the Municipality in terms of Human Resources to ensure service delivery. The heavy reliance on Cogta and LGSETA (due to lack of resources and capacity in the municipality) continues to impact negatively on training and development plans of employees and councilors. Although these organs have offered to support the Municipality, more planning is needed to ensure that the implementation of support is expedited and effective. However, notwithstanding these continuous and critical challenges, credit should be given to few employees who continue to go extra miles to drive performance

CHAPTER 2

INSTITUTIONAL DEVELOPMENT AND ORGANISATIONAL TRANSFORMATION

2.1 STAFFING

The capacity/headcount challenges has been one of the thorny issues for the Municipality, during the last two and a half years or more. No organization can sustain itself effectively and efficiently without the required full complement or continuously bringing in new people with new ways of doing things or capacitating those within the organization. The failure to employ and the impact these challenges have manifest themselves in the quality of the services we deliver internally and in the eyes of the public we ought to be serving, employees are over stretched whereby two employees are doing work of four or more employees. The consequences are that people are demotivated, stressed, the rate of absenteeism is high to escape these pressure environments, to mention but the few. The costs to the Municipality have been both explicit and implicit, unprecedented increase in sick leave which result in paying unproductive employees, unwanted overtime which is very high and the failure to achieve performance targets, are all the symptoms of staffing. We believe that the finalization of the implementation of the placement programme will assist in placing the right people in right position thus impacting positively both in capacity and in performance.

CHALLENGES

- Shortage of staff at all levels

REMEDIAL ACTION

- Finalise the recruitment of managers with immediate effect
- Advertised the vacancies of the levels below managers in January to expedite the recruitment process

2.2 STAFF/COUNSILLOR SKILLING

Linked to the capacity/headcount challenges is the capability level of the staff. Whilst there has been training and development initiatives taking place, such initiatives have been isolated and lacked integrated approach i.e. lack of training plan and not necessarily designed to drive organizational development and aligned to the Municipality's SDBIP and IDP overall goals. The other critical compounding factor is lack of performance management system which should serves as enabler to determine training needs and the basis to measure the impact of training and development where it took place. The Municipality's skills development plan must be informed and be driven by short, medium and long plans (IDP and SDBIP).Critical in this process is that managers must take full responsibility and be accountable for the development of their teams. However, without effective and efficient PMS, measuring our performance and the impact of the training and development programme will always remain a challenge.

We have engaged Cogta in relation to staff/councillor skilling and they have provided the Municipality with training /skills programmes which they will be offering during the beginning of 2014. Cogta has also offered to assist the Municipality to conduct the skills audit in January 2014. This exercise is critical to ensure that we know the Municipality's skills base in relation to short and long term (SDBIP and IDP) objectives. It is also important to mention that we need to leverage on these opportunities that Cogta offers because of our limited resources and capacity. However, one area of concern is the turnaround time to implement these interventions. We are in the process of finalizing the identification of critical skills in the Municipality and come up with an accelerated development plan to address those skills gap in short and medium terms. Progress is being made in the PMS area although this will be limited to Heads of Department and managers in the initial stages of implementation, the system is critical in defining and shaping our training plans and performance culture.

CHALLENGES

- Skills Audit
- Accelerated development programme for managers
- Implementation of PMS

REMEDIAL ACTION

- Cogta to conduct skills audit with immediate effect
- Followed by 5 year WSP
- Implementation accelerated development plan for managers

- Implementation of PMS for Heads of Department and Managers

2.3 PENSION FUND AND MEDICAL AID

In general the medical queries are being handled effectively and efficiently as well as pension claims. However, there are few non-payment of pension cases which are of concern. I have approached the different pension fund administrator concerned to seek explanation for the non-payment and the unreasonableness of the delay. Although this could also be partly attributed to staff shortage, some are due to delay in providing required information by the beneficiaries ,failure to update beneficiary details mainly by employees, lack of cooperation from fund administrators in some instance.

CHALLENGES

- Outstanding cases
- Staff shortage
- Work processes
- Lack of cooperation

REMEDIAL ACTION

- Short term, employ Fixed Term Contract employee to specifically deal and update employee details
- Employ permanent staff
- Ensure that all employees beneficiary details are updated annually

2.4 SKILLS DEVELOPMENT

The failure to meet by the training committee has had a compounding negative impact in the training and development area particularly in the first quarter. The annual WSP was submitted, however, the plan was not comprehensive as it should be because of failure to

conduct the skills audit, which is critical to identify the skills gap and the required skills. The Training Committee was able to meet in October and some progress was made in discussing items.

Progress has been made in the area of Learnership, there are 39 employees who have enrolled on learnership programmes namely Project Management, Business Administration and Management ; 41 unemployed youth have enrolled in Marketing Management Learnership Programme; 30 have enrolled for carpentry and Tilling/Plumbing, this is a Premier's projects which entails theory and learners working around the areas where there is housing development or in any other community development initiative and 91 unemployed youth have enrolled in project management, business administration and management and business practice. In all these learnership programmes, service providers have committed themselves to provide experiential learning for the learners, they are all getting stipend, the programmes are for the duration of one (1) year.

The Municipality together with LGSETA are in the process of short listing applicants for different learnership programmes which involve electrical distribution, water waste management, MFMA, road repairing and patching and traffic management. 49 municipal employees and 51 unemployed youth would be enrolled in this learnership. The intended commencement of the learnership is January 2013.

CHALLENGES

Some of the challenges relating to these programmes is transportation of learners, availability of venues to conduct learnership, departments do not involved HRD on matters relating to training and development, which result in HRD not being able to account or report such training

REMEDIAL ACTION

- Technical Services to expedite the renovations of the available municipal office space to accommodate learnership programmes
- LLF and Training Committee to have annual plan to minimize the adjournment of meetings
- Training requisition and approval form/memo must have amongst others the signature of the corporate director or his nominee.

2.5 DISCIPLINARY CASES DISCIPLINARY CASES

The objective is to resolve disputes as expeditiously as possible

There are 24 disciplinary cases currently being handled in the municipality. 21 of these cases are in-house and three of them were referred to the bargaining council level. Most of the in-house cases are misconduct related cases and have been on the system for unreasonable period. The three cases referred to the BC (Bargaining Council) have been finalized.

However, we have observed a high rate in sick leave or absent without leave. This increase could be a symptom of genuine illness related factors or abuse of sick leave benefit.. Be it the former or the latter, line managers need to take pro-active measures to investigate this trend and provide remedial action. Besides the fact that the abuse of sick leave is a disciplinary matter, the municipality could be losing huge amounts of money by paying non-productive employees whilst failing to achieve service delivery targets.

CHALLENGES

- It is taking too long to resolve disciplinary/grievances
- Lack of internal capacity and capability to handle such matters,
- The current collective disciplinary processes is too onerous e.g. because of lack of in-house capacity, internally we are dependent on external support to handle the municipal disciplinary and grievance matters, as to when the case take place is dependent on the availability of the external facilitators.

2.6 GOOD GOVERNANCE AND PUBLIC PARTICIPATION

The main objective of the Department 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

- Attending to Portfolio Committee/ExCo and Council meetings. Prepare Agendas and distributed same to Councillors for the Council meeting to be held and prepare and distribute agenda for ExCo meeting.
- Drafted and published Council Annual Programme of the 2014/15.
- Ensuring municipal compliance with archives legislation by June 2014
- Drafted and implemented operation plan for record keeping to ensure municipal compliance with archives legislation by 2013

CHALLENGES

- Training of section 79 committees and councilors to effectively play their oversight roles

REMEDIAL ACTIONS

- Engage Cogta regarding the training programme of section 79 committees and councilors

ESTABLISHMENT OF WARD COMMITTEES AND FUNCTIONALITY

The main objective of the department is to ensure that communities participate in the overall planning (IDP) legislative (Bylaws) and oversight (PMS) by June 2013

Success has been achieved by

- Receiving draft policies and guidelines from CLO. Busy aligning those with AbaQulusi needs.
- Elections took place of vacancies in Ward Committees of wards in terms of plan. In total 6 wards were completed, In some wards logistical problems were experienced and addressed in order for these elections to take place.

- Training all Ward Committees in three unit standards particularly in the democratic processes and structure, in displaying an understanding of policy and legal framework guiding ward committees and Batho Pele principles.
- Hosting an IDP Representative Forum in September 2013 and all wards and stakeholders represented

CHALLENGES

- Appointment of a Ward Committee Clerk should urgently take place
- Not all ward councilors submit their reports on monthly basis
- Wards 8, 11, and 18 still needs to conduct their bi-elections in filling the gaps of ward committees that have either resigned or passed away

REMEDIAL ACTIONS

- To engage the Office of the Speaker to urgently call a meeting with all ward councilors to address the above

2.7 MONITORING AND PERFORMANCE OF COMMUNITY DEVELOPMENT WORKERS

COMMUNITY WORK PROGRAMME

Success has been achieved by

- Appointing 1050 participants on the programme in all AbaQulusi wards
- Ensuring that the Implementing Agent pays participants their stipend on monthly basis

CHALLENGES

- Participants do not have tools to work in some wards
- Participants do not have working gear
- Participants need training in various fields

REMEDIAL ACTIONS

- We have engaged COGTA and the Implementing Agent LIMA to immediately address the problem of tools and uniform and they have assured that the procurement of tools and uniforms would be completed soon.
- Various Trainings shall take place when the procurement of tools and uniforms has been accomplished

LEGAL MATTERS

The municipality is continuously daunted by legal claims emanating in the main from damaged cars as a result of pot holes on the roads and power outages which results in electric appliances either domestically or commercially being damage and other various legal claims. Besides there are also other legal matters relating to contractual relationship with either service providers and public at large that needs to be dealt with on daily basis. Currently due to the volume of work in this regard and lack of capacity, some matter are referred to service providers which could have been handled internally and there are unreasonable and huge costs implications associated with this.. However, Corporate Services is in the process of streamlining the section to ensure that communication with legal service providers is functional and that departments take responsibility and accountability in terms of legal matters relating to their respective Department.

CHALLENGES

- Lack of capacity
- Legal expenditure is very high

REMEDIAL ACTIONS

- Build internal capacity

2.8 INTERGOVERNMENTAL RELATIONS

There is no doubt that the Government and particularly the Provincial Government in the form of Cogta and other Government Departments are investing huge resources to build capacity in local government sphere. Cogta has designed specific capacity building programmes for municipalities, specifically under intervention and Abaqulusi Municipality is utilizing these resources. There has been a lot of interaction with the department of art and culture particularly in the area of the usage of languages in the municipality in daily interaction with the community, archives and records management. Facilitation of CWP, EPWP and other various community projects with Cogta, Department of Sports and Recreation. Most of these projects are designed to create job but critical to this is transfer of skills . However, there is a lot of value in this interactions that is not being realized in the main due lack of planning/communication/coordination amongst the stakeholders, which result in duplication and waste of time and resources and none performance by service providers.

REMEDIAL ACTIONS

- Municipality to engage various provincial departments particularly Cogta, in planning to identify areas of intervention and timing to ensure added value

CHAPTER 3

3.1 MONTHLY PERFORMANCE REPORT (ATTACHED)

CHAPTER 4

4.1 MONTHLY- PERFORMANCE PLAN (ATTACHED)

CHAPTER 5

5.1 RECOMMENDATIONS

1. Acting Municipal Manager facilitate to ensure that the Council annual plan in respect of all committee meetings is adhered to with minimum disruption to ensure that recommendation are approved by relevant committees
2. Acting Corporate Service Director facilitate a meeting with external stakeholders particularly Cogta to streamline collaboration

CHAPTER 6

CONCLUSION

In conclusion notwithstanding the challenges during this quarter, there has been steady positive progress in critical areas in the department. We must leverage on this momentum in terms of appointing at all levels and ensuring that our strategic partnership with Cogta in particular brings about the desired result in terms of building capacity and capability in the municipality. Employing competent senior managers, implementing performance management system and providing visionary and inspiring leadership are all ingredients to turn our municipality around.

GENERAL ADMINISTRATION 2ND QUARTERLY REPORT

OCTOBER TO 31 DECEMBER 2013

KPA —Good Governance and Public Participation

PRIORITY	QUARTERLY TARGET	DONE/ NOT DONE	REASON/ PORTFOLIO OF EVIDENCE	REQUIRED INTERVENTION	RESPONSIBLE PERSON
<p>To ensure that council and its committees fulfill their executive and legislative functions and play an effective oversight role over administration by June 2017</p>	<p>Monthly Target Reviewed Draft Rules of Order and Orders of delegations ,</p>	<p>Done</p>	<p>Completed the Draft Rules of Order and Orders of Delegation submitted to heads of dept for consideration.</p>	<p>None</p>	<p>Acting Manager General Admin</p>
	<p>Consideration by the Head Department for consideration</p>	<p>Not Done</p>	<p>To be finalized 31 Jan 2014</p>	<p>None</p>	
	<p>Submission to the Council for approval</p>	<p>Not Done</p>	<p>To be submitted to the Council for approval in Feb 2014</p>	<p>None</p>	

-To ensure that communities participate in the overall planning (IDP) legislative (Bylaws) and oversight (PMS) by June 2017	Monthly Target Facilitate adoption of 2013/2014 annual ward plan	Done	Completed 2014 annual ward Plan	None	Acting Manager General Admin
	Monthly target Adopted and implementation of ward committees policies	Done	Completed ward committee policy, to be submitted next to Council in Jan 2014	None	Acting Manager General Admin
PRIORITY	QUARTELY TARGET	DONE/ NOT DONE	REASON/ PORTFOLIO OF EVIDENCE	REQUIRED INTERVENTION	RESPONSIBLE PERSON
SDBIP-To provide the sustainable and clean environment for municipal buildings by June 2017	Monthly - target Drafted schedule for cleaning staff for control.	Done	Completed schedule for and presented to the cleaners.	None	Acting Manager General Admin

2ND Quarterly Reporting

Human Resources Development

KPA 1- Institutional Development and Organizational Transformation

OCTOBER TO DECEMBER 2013

PRIORITY	QUARTERLY TARGET	DONE/ NOT DONE	REASON/ PORTFOLIO OF EVIDENCE	REQUIRED INTERVENTION	RESPONSIBLE PERSON
Human Resources Development 🚧 Draft and Implementation of 5 year training plan (WSP) 🚧 Review of In-Service Training and Learnership Policies	🚧 Facilitate the adoption of the annual training (WSP) programme. 🚧 Ensure the approval of the 5 year training (WSP) plan.	NOT DONE NOT DONE	🚧 The Training Committee met in October 2013 but the annual training programme was not discussed. The programme will be submitted to the training Committee in January 2014. 🚧 Assistance was sourced from COGTA to assist in developing a 5 year training	No Yes, Requesting Cogta to assist with the skills audit and preparations of a 5 years workplace skills plan.	ACTING HR MANAGER

			plan. No response was received from Cogta on our request. HRD will be visiting Newcastle Municipality during January 2014 and request them for assistance in developing the plan.		
	<ul style="list-style-type: none"> Ensure the approval of the Induction Plan. 	NOT DONE	<ul style="list-style-type: none"> The Induction Plan was develop but not yet submitted to the training committee for approval as no meeting has taken place after the meeting held in October 2013. The induction plan will be submitted to the training committee in Jan 2014. 	No	
	<ul style="list-style-type: none"> Facilitate the training of the Training Committee by LGSETA 	NOT DONE	<ul style="list-style-type: none"> The proposed date of 8th of August 2013 as proposed by LGSETA but was postponed by LGSETA. LGSETA will provide the date as soon as all arrangements have been finalized. 	No	
	<ul style="list-style-type: none"> Facilitate the Training of Financial Portfolio Committee Councillors and Exco Members by Cogta 	NOT DONE	<ul style="list-style-type: none"> Councillors were registered by Cogta for the training. We waiting for Cogta to inform us when the training 	No	

	<p>✚ Ensure the adoption of the Terms of Reference of the Training Committee.</p>	<p>NOT DONE</p>	<p>will proceed and where.</p> <p>✚ The Terms of Reference of the Training Committee was developed but not yet adopted by the training committee. The terms of Reference will be submitted to the next training committee meeting in 2014.</p>	<p>No</p>	
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2ND Quarterly Reporting

Human Resources Management

KPA 1- Institutional Development and Organizational Transformation

OCTOBER TO DECEMBER 2013

PRIORITY	QUARTERLY TARGET	DONE/ NOT DONE	REASON/ PORTFOLIO OF EVIDENCE	REQUIRED INTERVENTION	RESPONSIBLE PERSON
<p>✚ To Facilitate, review, adoption and implementation of Human Resources Management Policies.</p>	<p>✚ Ensure the implementation of the adopted organogram.</p>	DONE	<p>✚ The Placement Policy was adopted by Council on 18 December 2013. .</p>	NONE	ACTING HR MANAGER

<ul style="list-style-type: none"> • Draft and implement a 5 year Employment Equity Plan 	<ul style="list-style-type: none"> ✚ Draft and adopt Human Resources Policy Manual 	NOT DONE	<ul style="list-style-type: none"> ✚ The HR Policy has been reviewed and drafted. To be presented to the heads of dept early in Jan 2014 and relevant committees before presentation for adoption to the Council in Feb 2014. 	NONE	ACTING HR MANAGER
	To facilitate the elections of the Employment Equity Committees	DONE	EE Consultative forum elected	NONE	
	Draft 5 Year EE Plan	DONE	<ul style="list-style-type: none"> ✚ To be submitted to the Consultative Forum and all relevant committees in January 2014 and to the Council for adoption in Feb 2014 	NONE	
	Adopt the 5 year EE Plan	NOT DONE	<ul style="list-style-type: none"> ✚ To be submitted to the Council for adoption in Feb 2014 	None	
	<ul style="list-style-type: none"> • The Establishment of committees. (OHS). 	NOT DONE	<ul style="list-style-type: none"> ✚ The election of all OHS Representatives will proceed in January 2014 	NONE	



2ND QUARTERLY REPORT

ICT SECTION

OCTOBER TO DECEMBER 2013

PRIORITY	QUARTERLY TARGET	DONE/ NOT DONE	REASON/ PORTFOLIO OF EVIDENCE	REQUIRED INTERVENTION	RESPONSIBLE PERSON
	ICT Policy Development	Done	<p>PWC has been to the municipality to assist ICT to perform an assessment of procedures, protocols, and the review and setup of a new set of ICT policies.</p> <p>PWC provided a report on the assessment with a number of gaps</p>	<p>Policies need to be recommended by Corp. Services Portfolio as per procedure before Exco or Council can recommend and approve accordingly.</p> <p>Corp Services Portfolio needs to sit for a meeting and view and recommend the ICT policies be sent to Exco for review and</p>	ICT Manager

			relating to policies, and documents needing to be in place. The report as the POE was emailed to the Corp. Services HOD.	recommendation to Council for approval.	
	Submit ICT Policy to Corp. Services Portfolio	Not Done	As per order of Treasury, PwC will be returning to AQM for the review of progress made on implementing the policies and protocols after the approval process has been completed of the policies.		
	Submit ICT Policy to Exco	Not Done	Corp. Services Portfolio never had the scheduled meetings to review the policies.		
	Submit ICT Policy to Council for approval.	Not Done	Could not be submitted due to portfolio not		

			meeting. Could not be submitted due to portfolio not meeting and therefore not being submitted to Exco.		
	Computer Replacement Program – Specifications Sent to Specifications Committee and SCM	Done	Specifications were sent in to the specifications committee and to SCM. A meeting was held, they were discussed and approved to move forward and that SCM advertises for the tender.	None	ICT Manager
	Biometrics Project – Primary Sites	Done	All Primary sites are completed. Report from PayDay as attached for POE of primary sites completion.	None	ICT Manager

	Biometrics Project – Wireless/3G Sites	Not Done	All remote wireless sites have had an assessment done, and awaiting the report from service providers (Nashua).	None	ICT Manager
	ICT Policies and Protocols Developed	Done	All ICT policies protocols have been and emailed to the HOD for review (ICT Policy)	None	ICT Manager



3RD QUARTERLY PLANNING

GENERAL ADMINISTRATION

JANUARY TO 31 MARCH 2014

PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MONTHLY INDICATORS		RESPONSIBLE PERSON
<p>-To ensure that council and its committees fulfill their executive and legislative functions and play an effective oversight role over administration by June 2017</p> <p>-To ensure that communities participate in the overall planning (IDP) legislative (Bylaws) and</p>	<p>Mainstream administrative support and secretarial support by 31 January 2014</p> <p>-Adopted and implementation of ward committees policies by 31 January 2014</p>	<p>compilation and distribution of the agenda before the meeting.</p> <p>Recording of minutes of council and its committees.</p> <p>Submit the ward committee policy to the Council for adoption.</p>	<p>JANUARY 2014</p>	<p>-Prepared the notices for council and its committee.</p> <p>Ensure that Items for the meeting are compiled and signed 7 days before the meeting.</p> <p>Ensure that minutes are available 3 days after the meeting.</p> <p>Ensure that the Council takes a resolution to adopt the ward committee policy.</p>	<p>Acting Manager General Administration</p>

<p>oversight (PMS) by June 2017</p> <p>To provide the sustainable and clean environment for municipal buildings by June 2017</p>	<p>develop a schedule for management of cleaning of offices by 31 January 2014</p>	<p>Implement and monitor the scheduled plan for cleaners</p>		<p>-Ensure that the cleaning schedule has been signed by cleaners on a daily basis.</p>	
<p>To ensure that council and its committees fulfill their executive and legislative functions and play an effective oversight role over administration by June 2017</p>	<p>Adopted Draft Terms of Reference for the MPAC by 28 February 2014</p> <p>Adopted Terms of Reference for the Chief Whip by 28 February 2014</p>	<p>Ensure that the Draft terms of reference for the MPAC be submitted to exco for recommendation</p> <p>Ensure that the Draft Terms of Reference for the Chief Whip be recommended by exco</p>	<p>FEBRUARY 2014</p>	<p>-Submit the Draft terms of Reference for MPAC to exco for recommendation</p> <p>-submit the Draft Terms of Reference for the Chief Whip to the exco for recommendation</p>	<p>-Acting Manager General Administration</p>

<p>To ensure that council and its committees fulfill their executive and legislative functions and play an effective oversight role over administration by June 2017</p>		<p>Ensure that the Draft Terms of Reference for the MPAC be presented to Council for Adoption.</p> <p>Ensure that the Draft Terms of reference for the Chief Whip be presented to council for adoption.</p>	<p>MARCH 2014</p>	<p>-submit same to Council for adoption.</p> <p>submit same to council for adoption.</p>	<p>-Acting Manager General Administration.</p>
	<p>-Adopted rules of Order and Orders of delegations by 31 March 2014.</p>	<p>Submit rules of order to council</p>		<p>Ensure that council adopts the rules of order.</p>	



3RD QUARTERLY PLANNING

HUMAN RESOURCES DEVELOPMENT

JANUARY TO MARCH 2014

KPA 1- Institutional Development and Organizational Transformation

PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MONTHLY INDICATORS	RESPONSIBLE PERSON
Human Resources Development Draft and Implementation of 5 year training plan (WSP)	<ul style="list-style-type: none"> Facilitate the adoption of the annual training (WSP) programme by 31 January 2014 Ensure the approval of the 5 year training (WSP) plan by 31 March 	<ul style="list-style-type: none"> Submit drafted annual programme to Training Committee for approval. HRD will be visiting Newcastle Municipality during January 2014 and request them for assistance in developing the plan. 	JANUARY <ul style="list-style-type: none"> Ensure that the annual training programme is submitted to the Training Committee for adoption. Ensure that a 5 year Training plan is drafted by the end of January 	Acting HR Manager

	2014				
	<ul style="list-style-type: none"> ✚ Ensure the approval of the Induction Plan by 28 February 2014 ✚ Capacity building of the training committee by 28 February 2014 ✚ Capacity building of the Finance Portfolio Committee and Exco by Cogta by 28 February 2014 	<ul style="list-style-type: none"> ✚ Submit the draft Induction Plan to Corp. Serv. Portfolio Committee for consideration. ✚ Follow-up on the training of the training committee with LGSETA. ✚ Follow-up with Cogta on the Training of the Finance Portfolio Committee and Exco. 	FEBRUAR Y	<ul style="list-style-type: none"> ✚ Facilitate and ensure that the draft induction plan is submitted to Corporate Services Portfolio Committee and Exco for recommendation to Council ✚ Ensure that the training committee is capacitated. Ensure that the Finance committee and Exco is capacitated. 	Acting HR Manager
	<ul style="list-style-type: none"> ✚ Adoption of the induction plan by 31 March 2014 	<ul style="list-style-type: none"> ✚ Submit the drafted Induction plan to Council for adoption. 	MARCH	<ul style="list-style-type: none"> • Ensure the adoption of the Induction Plan by council. 	Acting HR Manager

	<ul style="list-style-type: none">Ensure the adoption of the Terms of Reference of the Training Committee by 31 March 2014	<ul style="list-style-type: none">Submit the draft Terms of Reference to the Training Committee for consideration.		<ul style="list-style-type: none">Ensure that the Terms of Reference of the Training Committee has been considered by the Training Committee for recommendation to Exco.	
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3RD QUARTERLY PLANNING

HUMAN RESOURCES MANAGEMENT

JANUARY TO MARCH 2014

KPA 1- Institutional Development and Organizational Transformation

PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MONTHLY INDICATORS		RESPONSIBLE PERSON
<p>Human Resources Management:</p> <p>✚ To Facilitate, review, adoption and implementation of Human Resources Management Policies.</p> <p>✚ Draft and implement a</p>	<p>✚ Ensure implementation of the adopted organogram.</p> <p>✚ Ensure the adoption of the EE Plan.</p>	<ul style="list-style-type: none"> • Arrange and facilitate the implementation of the placement policy. • Submit the EE Plan to the EE Committee for consideration and recommendation to portfolio. 	<p>JANUARY</p>	<ul style="list-style-type: none"> • Engage in a consultative process with departments regarding the implementation of the placement policy. • Ensure that the EE Plan is recommended to portfolio committee. 	<p>Acting HR Manager</p>

5 year Employment Equity Plan					
	<ul style="list-style-type: none"> ✚ Implementati on of the adopted HR policies manual. ✚ Ensure the adoption of the EE Plan. 	<ul style="list-style-type: none"> ✚ Submit the Draft HR policy manual to portfolio for consideration and recommendation to exco. ✚ Submit EE plan to portfolio for consideration and recommendation to exco 	FEB	<ul style="list-style-type: none"> • Ensure that the drafted HR manual is considered by exco. ✚ Ensure that the EE plan is considered by exco. 	Acting HR Manager
	<ul style="list-style-type: none"> ✚ Ensure Induction of all Line Managers and Supervisors on the leave policy. 	<ul style="list-style-type: none"> ✚ Arrange with HRD to facilitate the induction process of all Line Managers and Supervisors on the Leave Policy. 	MARCH	<ul style="list-style-type: none"> • Ensure that all Line Managers and Supervisors attending induction on the Leave policy. 	Acting HR Manager
	<ul style="list-style-type: none"> ✚ Implementati on of the adopted HR policies manual. ✚ Ensure the adoption of the EE Plan 	<ul style="list-style-type: none"> ✚ Submit the Draft HR policy manual to council for adoption. ✚ Submit EE plan to council for adoption 	MARCH	<ul style="list-style-type: none"> • Ensure that the drafted HR manual adopted by council. 	



3RD QUARTERLY PLAN

ICT SECTION

JANUARY TO 31 MARCH 2014

PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MONTHLY INDICATORS		RESPONSIBLE PERSON
Provide accurate, timely and reliable information Technology Support Systems & services by June 2014.	Implementation of the ICT policies and protocols by 31 March 2014	Submit ICT policies to MANCOM	MONTH 1 (JANUARY 2014)	Ensure the ICT policies are submitted to MANCOM before end January 2014.	ICT Manager
		Submit ICT policies to Corporate Services portfolio for consideration	MONTH 2 (FEBRUARY 2014)	Ensure ICT policies are submitted to corp services portfolio (meeting ... February 2014) for recommendation to exco for their meeting on the ...	

		and recommendation to Exco.		February 2014.	
		Submit ICT policies to council for adoption	MONTH 3 (MARCH 2014)	Ensure that ICT policies are adopted by council.	

PRIORITY AREA	TASK	TARGET DATE	INDICATORS	RESPONSIBLE PERSON
	Implement the shift system	Engage with Technical services and Community services regarding the shift plans	Ensure that the shift plans are finalized by end January 2014 and ready for implementation in February 2014.	Acting Corp. Services Director
	Draft of the recruitment plan for managers	Interview of managers January and February.	Ensure that the employment of managers is finalized by March 2014.	
	Advertise positions below management	March 2014	Ensure employment of staff below manager's end of April 2014.	
	Munsoft Upgrade	January 2014	Assist in a smooth transition from the old Munsoft version to the new i5 version.	

PRIORITY AREA	TASK	TARGET DATE	INDICATORS	RESPONSIBLE PERSON
	Implement the shift system	Engage with Technical services and Community services regarding the shift plans	Ensure that the shift plans are finalized by end January 2014 and ready for implementation in February 2014.	Acting Corp. Services Director
	Draft of the recruitment plan for managers	Interview of managers January and February.	Ensure that the employment of managers is finalized by March 2014.	
	Advertise positions below management	March 2014	Ensure employment of staff below manager's end of April 2014.	
	Munsoft Upgrade	January 2014	Assist in a smooth transition from the old Munsoft version to the new i5 version.	

TECHNICAL SERVICES

EXECUTIVE SUMMARY: WATER AND SANITATION SECTION

HALF YEARLY REPORT

MASSIFICATION

The main responsibility of the water section is to ensure that the residents of Abaqulusi receive purified water. The water Department was given a grant of R6.1 Million by COGTA to rehabilitate three water treatment Plants and one pump station.

The section had envisaged to spend R6.1 Million on Cogta funding by the end of December 2013. This could not be achieved as the appointment of the Contractor was delayed due to the procurement processes. To rectify the delay the Contractor (WSSA) has employed additional teams to work extra hours and ordered all materials to accelerate the project in order to complete by the 14th March 2014.01.07

CHALLENGES

- The appointment of the Contractor was delayed due to procurement processes.
- delays in delivery of materials
- adjustments of quantities and estimates
- unscheduled rainy days

Report for the 2nd Quarter/half yearly 2013– WATER AND SANITATION

PRIORITY	HALY YEAR TARGET	DONE/ NOT DONE	REASON/ PORTFOLIO OF EVIDENCE	REQUIRED INTERVENTION	RESPONSIBLE PERSON
<p>Access to basic water services- Upgrading of water treatment plants – 3 and 1 pump station in abaqulusi by the end of December 2013 BUDGET R6.1 Mil</p>	<p>To spend R6.1 Million and submit Monthly progress reports to COGTA.</p> <p>Expenditure to date is R3, 402,537 Million. The targeted expenditure of 6.1 M is to be met on the third quarter by 14 March 2014.</p>	Not done	The employment of the Contractor was delayed, however the works have commenced in Coronation and Lowsburg,	<p>WC Dlamini will ensure that the Consultant (ECA) is manages project closely so that it is completed as per the revised programme.</p> <p>The Contractor will appoint additional teams, purchase all materials and bring more plant.</p>	WC Dlamini

3rd QUARTERLY PLANNING WATER AND SANITATION

Masification Project

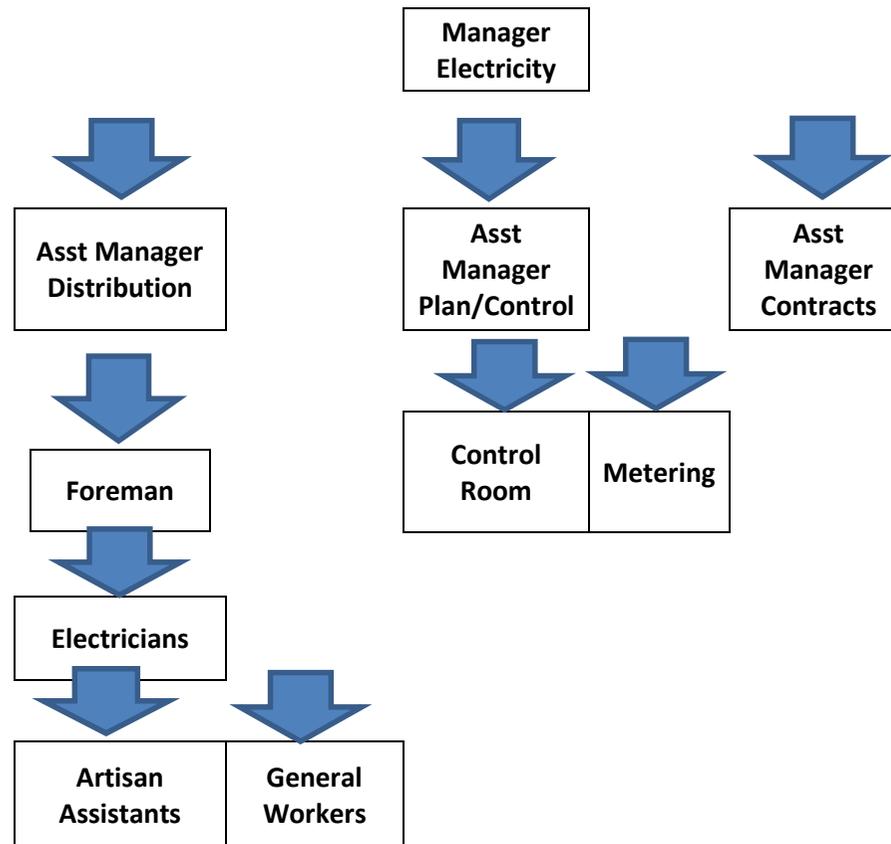
PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MONTHLY INDICATORS		RESPONSIBLE PERSON
Access to basic water services - Upgrading of water treatment plants – 3 and 1 pump station in abaqulusi by the end of December 2013 BUDGET R6.1 Mil	COGTA R6.1 Mil funding to be spent and complete the project.	Refurbishment of electrical panels, replacement of pumps and motors, construction of new of clarifier in Lowsburg, replacement of rusted steel pipes incorporation and Project completed fencing of pump station in Bhekuzulu.	MONTH 7	R750 000 to be spent	WC Dlamini
		Project completed	MONTH 8	R1 050 000 to be spent	
		MONTH 9	R`987 463 to be spent		

GENERAL MANTAINANCE

PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MONTHLY INDICATORS		RESPONSIBLE PERSON
Access to basic water services- Replacement of old damaged asbestos water pipes in Vryheid town	1.2Km of old asbestos water pipes to be replaced by the 31 st March 2014.	Identification of mostly damaged pipes. Digging and removal of these pipes. Laying of the new uPVC pipes	MONTH 7	250 meters of uPVC pipes to be laid	WC Dlamini
			MONTH 8	350 meters of uPVC pipes to be laid	
			MONTH 9	600 meters of uPVC pipes to be laid	

**EXECUTIVE SUMMARY ELECTRICITY
HALF YEARLY REPORT**

The Electricity Section is responsible for the safe, efficient and reliable distribution network in terms of NRS047, 048 and 049. The section comprises of:



The planned SDBIP for the last 6 months was to repair defective streetlights; attend to breakdowns and carryout maintenance of municipal electrical assets.

All the activities planned for the last 6 months on the SDBIP have been achieved within the specified timeframes.

Despite our achievement we were faced with various challenges, i.e:

- a) Staff not wanting to work overtime
- b) Absenteeism
- c) Inclement weather
- d) Shortage of staff
- e) Training needs for staff that is not competent
- f) Illegal/tampered connections
- g) Ageing infrastructure

The remedial actions to be implement in the next 6 months are:

- a) Vacant posts to be advertised as soon as possible
- b) Training to be implemented
- c) On-going tender for the auditing of meters to be advertised and strict monitoring controls be implemented in this tender to ensure compliance
- d) Refurbishment program to be implemented
- e) Customer education

PRIORITY	HALF YEAR TARGET	DONE/ NOT DONE	REASON/ PORTFOLIO OF EVIDENCE	REQUIRED INTERVENTION	RESPONSIBLE PERSON
Access basic electricity- Maintenance robots at 12 intersection in Vryheid by 30 June 2014 BUDGET R150,000	<ul style="list-style-type: none"> • 6 Intersections completed • ACTUAL SPENT R48,023.11 	Done	Attached find photos	None	KG Tupper
Access basic electricity Maintenance of 24 transformers in Vryheid, Emondlo, Bhekuzulu, Lakeside, Hlobane and Coronation by 30 June 2014 BUDGET R250,000	<ul style="list-style-type: none"> • 12 Transformers maintained • ACTUAL SPENT R399,371.41 	Done	Attached find Photos and paperwork	None	KG Tupper

<p>Access basic electricity: Maintenance of 4 major substation in Vryheid, Bhekuzulu, Lakeside, Coronation by 30 June 2014</p> <p>BUDGET R500,000</p>	<ul style="list-style-type: none"> • 2 substations completed • ACTUAL SPENT R11,191.71 	<p>Done</p>	<p>Photos and paperwork</p>	<p>None</p>	<p>KG Tupper</p>
<p>Access basic electricity: Maintenance to General infrastructure for 6 mini substation in Vryheid, Lakeside, Bhekuzulu, Emondlo and Coronation by 30 June 2014</p> <p>BUDGET R250,000</p>	<ul style="list-style-type: none"> • 3 mini substations done • ACTUAL SPENT R385,031.37 	<p>Done</p>	<p>Photos and paperwork</p>	<p>None</p>	<p>KG Tupper</p>

<p>Access basic electricity: LT Electricity Mains replacement of 12 km of bare overhead line to insulated overhead lines in Vryheid, Emondlo, Bhekuzulu by 30 June 2014</p> <p>BUDGET R750,000</p>	<ul style="list-style-type: none"> • Approximately 8 km of bare overhead line to insulated lines completed • ACTUAL SPENT R537,363.31 	Done	Photos and paperwork	None	KG Tupper
<p>Access basic electricity: 5 km of overhead line to be inspected and maintained in the Vryheid, Emondlo, Bhekuzulu and Hlobane area by 30 June 2014</p> <p>BUDGET R250,000</p>	<ul style="list-style-type: none"> • 2,5 km of overhead line inspected • ACTUAL SPENT R206,260.04 	Done	Photos and Paperwork	None	KG Tupper

Access basic electricity:
 Maintenance and repairs to street lighting in the Vryheid, Emondlo, Bhekuzulu and Hlobane area and drafting of a maintenance plan by 30 June 2014

BUDGET
 R500,000

- Maintenance and Repair on streetlights in Vryheid, Emondlo, Hlobane, Lakeside, Bhekuzulu
- ACTUAL SPENT
 R234,516.45

Done

Paperwork

Tenders were advertised at least 3 times for street lighting equipment to be approved into the municipal stores. We realize that this equipment is costly. Due to the non-appointment of a contractor in the last 6-8 months by SCM we have not been able to manage our street lighting refurbishment program as we envisaged between 2012-2013 and 2013-2014. Intervention is urgently needed to ensure SCM appoint suitably qualified suppliers to supply street lighting equipment to enable us to provide street lighting to the community

KG Tupper

3rd QUARTERLY PLANNING ELECTRICITY

PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MONTHLY INDICATORS		RESPONSIBLE PERSON
Access to basic electricity - Maintenance robots at 12 intersection in Vryheid by 30 June 2014	To maintain robots at 3 intersections by end of March 2014	Painting and repairs to poles, replacement of lenses and fuses lights	MONTH 7	To maintain 1 robot at Utrecht and High; Emmett and Church	KG Tupper
			MONTH 8	To maintain 1 robot at Church and High	
			MONTH 9	To maintain 1 robot at Mark and High	

PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MONTHLY INDICATORS		RESPONSIBLE PERSON
Access to basic electricity - Maintenance of 24 transformers in Vryheid, Emondlo, Bhekuzulu, Lakeside, Hlobane and Coronation by 30 June 2014	To maintain 6 transformers by end of March 2014	Repairs and maintain to oil, gaskets silica gel, drop out fuses and to replace damaged transformers	MONTH 7	To repair and maintain 2 transformer – Scottshill, Emondlo, Bhekuzulu and Hlobane	KG Tupper
			MONTH 8	To repair and maintain 2 transformers – Inkamana, Emondlo, Bhekuzulu and Hlobane	
			MONTH 9	To repair and maintain 2 transformers – Brecher, Vryheid East, Emondlo, Bhekuzulu and Hlobane	

PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MONTHLY INDICATORS		RESPONSIBLE PERSON
Access to basic electricity – Maintenance of 4 major substation in Vryheid, Bhhekuzulu, Lakeside, Coronation by 30 June 2014	To maintain and repair 1 substation by 31 March 2014	Maintain and repair 1 substation including the repairing of roofs and painting of structures and oil sample, and maintenance to oil circuit breakers and panels	MONTH 7	To repair & maintain NCD Substation	KG Tupper
			MONTH 8	Nothing	
			MONTH 9	Nothing	

PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MONTHLY INDICATORS		RESPONSIBLE PERSON
Access to basic electricity - Maintenance to General infrastructure for 6 mini substation in Vryheid, Lakeside, Bhekuzulu, Emondlo and Coronation by 30 June 2014	To maintain 2 mini substations by end of March 2014	Maintain and repairs of mini substations	MONTH 7	Nothing	KG Tupper
			MONTH 8	Heeren/Edward 5/11	
			MONTH 9	Afrikan/Nyala 5/29	

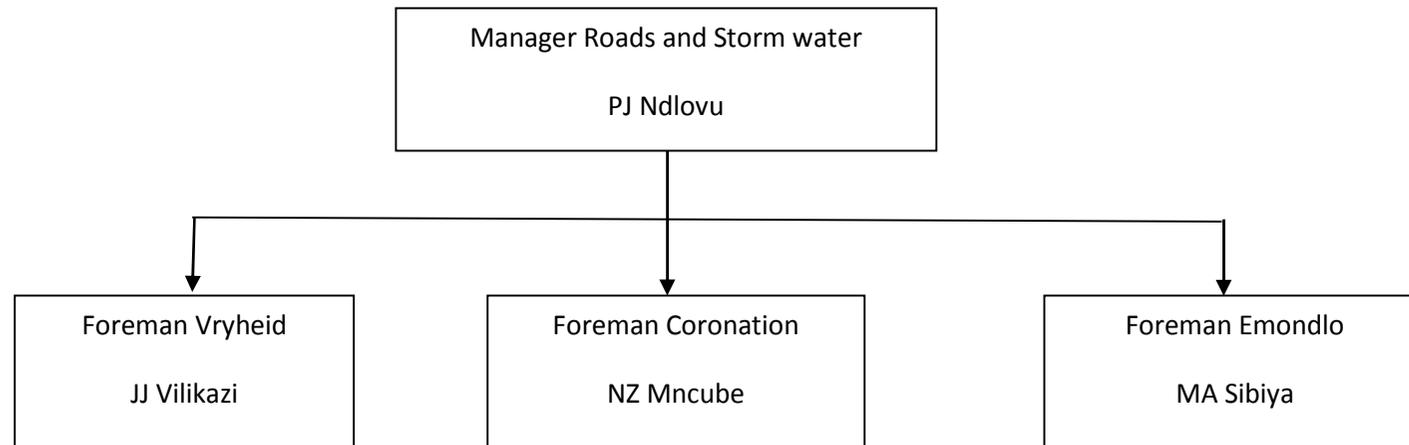
PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MOTHLY INDICATORS		RESPONSIBLE PERSON
Access to basic electricity - Maintenance: LT Electricity Mains replacement of 12 km of bare overhead line to insulated overhead lines in Vryheid, Emondlo, Bhekuzulu by 30 June 2014	To replace 3 km of bare overhead line to insulated overhead lines by end of March 2014	Replace conductors with bundle conductor	MONTH 7	Brecher from High/West	KG Tupper
			MONTH 8	Kommissie from West to Deputasie Street	
			MONTH 9	High between South/Heeren	

PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MOTHLY INDICATORS		RESPONSIBLE PERSON
Access to basic electricity - Maintenance 5 km of overhead line to be inspected and maintained in the Vryheid, Emondlo, Bhekuzulu and Hlobane area by 30 June 2014	To maintain and inspect 1 km of overhead line by end of March 2014	Maintenance of 1 km O/H conductor	MONTH 7	Lakeside – 500 meters	KG Tupper
			MONTH 8	Nothing	
			MONTH 9	Emondlo - 500 meters	

PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MOTHLY INDICATORS		RESPONSIBLE PERSON
Access to basic electricity - Maintenance and repairs to street lighting in the Vryheid, Emondlo, Bhekuzulu and Hlobane area and drafting of a maintenance plan by 30 June 2014	To maintain and repair street lighting in the Vryheid, Emondlo, Bhekuzulu and Hlobane area by end of March 2014	Maintenance and repairs to streetlights in Vryheid, Emondlo, Bhekuzulu, Lakeside and Hlobane	MONTH 7	To maintain and repair streetlights in all areas	KG Tupper
			MONTH 8	To maintain and repair streetlights in all areas	
			MONTH 9	To maintain and repair streetlights in all areas	

PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MOTHLY INDICATORS		RESPONSIBLE PERSON
Access to basic electricity – Installation of prepayment metering in Coronation by 30 June 2014	Draw up specifications, advertise tender and begin installation for prepayment metering by 31 March 2014	To investigate & prepare specification for tender document Commence installations once a contractor has been appointed	MONTH 7	To compile tender document	KG Tupper
			MONTH 8	On appointment of contractor commence with installations	
			MONTH 9	Continue with installations	

ROADS AND STORM-WATER EXECUTIVE SUMMARY 2nd QUARTER



The section consists of 1 x Manager, 3 x foremen, 5 x teams supervisors, 4 x plants operators, 4 x trucks drivers, 2 x tractor drivers, 23 x general workers and a mechanical division with 1 x mechanic and 4 assistants.

All the above mentioned officials are located in three areas of the municipality namely Emondlo, Vryheid and Coronation.

The section is responsible for the following activities:- Pothole patching, drain cleaning, pipe laying, re-gravelling, blading, kerbing, side-walks, drive-way and any brick works.

This section, in term of the SDBIP for the first six months was tasked to repair 3250m² of potholes, install 100m of storm water pipes, design and source material for the widening of roads in Bhekuzulu and maintain existing Gravel and blacktop roads.

All expect the laying of pipes in Bhekuzulu have been achieved within the timeframes.

The challenges attributing to the non-performance was due to

- The shortage of staff
- Ill health
- Shortage of plant and equipment
- Inclement weather

The section had the following challenges in the first half of the financial year.

1. Shortage of key personnel
2. Other staff recommended by doctors not to carry on with their duties
3. Delays in appointment of service providers
4. Shortage of equipment's
5. Shortage of asphalt/tar

The following will need to be attended to in the next quarter.

1. Filling of budgeted key positions
2. Training of more internal staff to operators positions to assist where need arise
3. Fast-tracking procurement processes

Although the section had these challenges it managed to achieve some of the set goals for this period as per SDBIP except in pipe laying which is intended to be corrected the next quarter in order to achieve the annual target.

Report for 2nd Quarter 2013 – ROADS AND STORM WATER

Report for 2nd Quarter 2013 – ROADS AND STORM WATER

PRIORITY	MONTHLY TARGET	DONE/ NOT DONE	REASON/ PORTFOLIO OF EVIDENCE	REQUIRED INTERVENTION	RESPONSIBLE PERSON
Access Roads- To repair 6000 m ² potholes on tar roads by 30 June 2014 BUDGET R 2 MIL	To repair 3250 m ²	DONE	Photos		PJ Ndlovu
Access Roads- Installation of 200m storm water channels in Vryheid, Bhekuzulu, Lakeside, Emondlo, Louwsburg, Hlobane and Coronation by the end of 30 June 2014 with internal funds BUDGET R500 000	100 m	Not DONE	Brick layer busy with other activities such as damaged manholes, kerbs repairs and side-walks and also disturbed by rains	Lot of pipe laying will be attended to in the next quarter to cash up with the annual target	PJ Ndlovu
Access Roads- Widening of roads in Bhekuzulu area by 30 June 2014 BUDGET R800 000	Preparation and Design	DONE	IN PROGRES WITH QUANTITIES REQUIRED FOR THE DESIGN	Still within the program	PJ Ndlovu

Access Roads- General reactive Maintenance to be done in AbaQulusi areas BUDGET R 700 000 by 30 June 2014	SEE ATTACHED QUANTINTIES OF WEEKLY ACTIVITIES	DONE	EXPENDITURE R 1 007 863.44	Re-active maitenance	PJ Ndlovu
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PORTFOLIO OF EVIDENCE

POTHOLE PATCHING



PIPE LAYING



GENERAL MAINTENANCE

Kerb laying



Side-walk



Blading/grading



Brick work



Drain cleaning



Drive-ways



3rd QUARTERLY PLANNING ROADS AND STORM-WATER

Pothole repair

PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MONTHLY INDICATORS		RESPONSIBLE PERSON
Access Roads- To repair 6000 m ² potholes on tar roads by 30 June 2014 BUDGET R 2 MIL	To repair and repair 1250m ² of pothole by 31 March 2014	To repair and repair 1250m ² of pothole	MONTH 7	To repair 200 m ²	PJ Ndlovu
			MONTH 8	To repair 500 m ²	
			MONTH 9	To repair 550 m ²	

Storm water channels installation

PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MONTHLY INDICATORS		RESPONSIBLE PERSON
Access Roads- Installation of 200m storm water channels in Vryheid, Bhhekuzulu, Lakeside, Emondlo, Louwsburg, Hlobane and Coronation by the end of 30 June 2014 with internal funds BUDGET R500 000	Installation of 35m storm water channels in Vryheid, Bhhekuzulu, Lakeside, Emondlo, Louwsburg, Hlobane and Coronation by the end of 30 June 2014 with internal funds BUDGET R500 000 by 31 March 2014	To install/repair storm water 35m	MONTH 7	0 m to be installed/ repaired	PJ Ndlovu
			MONTH 8	10 m to be installed/ repaired	
			MONTH 9	15 m to be installed/ repaired	

Widening of Streets in Bhhekuzulu

PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MONTHLY INDICATORS		RESPONSIBLE PERSON
Access Roads- Widening of roads in Bhekuzulu area by 30 June 2014 BUDGET R800 000	Widening of roads in Bhekuzulu area by 30 March 2014 BUDGET 70% of R800 000	The widening of Gama and paving of passages at the new location ; Construction	MONTH 7	Procure material and appoint service provider	PJ Ndlovu
			MONTH 8	10% Construction progress	
			MONTH 9	20% Construction progress	

General Maintenance

PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MONTHLY INDICATORS		RESPONSIBLE PERSON
Access Roads- General reactive Maintenance to be done in AbaQulusi areas BUDGET R 700 000 by 30 June 2014	General Maintenance to be done in AbaQulusi areas BUDGET 70% of R 700 000 by 30 March 2014 To create three satellite depots (Emondlo, Vryheid, Coronation)	Maintenance of Roads ²	MONTH 7	To blade 16km, re-gravel 2km, repair (10m ² sidewalk, 10m kerbs, 6m ² drive-ways, 10m ² brick work) and 20m drain cleaning.	PJ Ndlovu
			MONTH 8	To blade 16km, re-gravel 2km, repair (10m ² sidewalk, 10m kerbs, 6m ² drive-ways, 10m ² brick work) and 20m drain cleaning.	
			MONTH 9	To blade 16km, re-gravel 2km, repair (10m ² side-	

				walk, 10m kerbs, 6m ² drive-ways, 10m ² brick work) and 20m drain cleaning.	
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Executive Summary for Projects Management Section

December 2013

2nd Quarter Report

This section consist of **Projects Manager** and **Projects coordinator** who are responsible for managing all capital projects.

The following projects are undertaken for this financial year as per SDBIP:

No	Projects Name	Planned 2 nd Quarter Target	Achieved Target	Challenges	Remedial Action
1	Louwsburg Tar Road Budget : R6.5m Ward 01	Adjudicate, site hand-over, SOD turning, site establishment and implementation	Advertising and evaluation	The SCM processes delayed as the results the tender validity period expired therefore project is going to be re-tendered.	The scope of works to be changed so that the project be allowed to be re-tendered without waiting for the six months period. The project be awarded before the end of February 2014
2	eMadoshini Paved Road Budget: R6.0m Ward 13	Adjudicate, site hand-over, SOD turning and site establishment	Advertising and evaluation	SCM processes (the availability of the BEC & BAC members)	SCM processes be completed by the 17 January 2014
3	Tholwethu Gravel Road Budget: R3.5m Ward 04	Adjudicate, site hand-over, SOD turning and site establishment	Advertising	The delay in completion of the tender analysis by consultants and SCM processes	SCM processes be completed by the 17 January 2014
4	Ngwane Tar Road phase2 Budget: R7.0m Ward 18 & 16	Adjudicate, site hand-over, SOD turning and site establishment	Advertising and evaluation	SCM processes (the availability of the BEC & BAC members)	SCM processes be completed by the 17 January 2014
5	Bus Route (Lakeside) Budget: R5.0m Ward 22	Completion, close out and site hand-over	70% construction progress	To obtain the suitable road built material (G2 & G1), contractor's cash-flow problem and the rain	The original road design material had to be changed and the alternative design to suite the available material is used. The contractor be paid what is due to them within 30days to maintain the cash-flow challenges. The project to be completed before the 31 January 2014
6	Khokhoba Gravel Road Budget: R1.0m Ward 16	Completion, close out and site hand-over	45% construction progress	Contractor has the major cash-flow challenges, lack of capacity from the contractor, underground water and the	The bi-weekly meeting to take place, the contractor be paid what is due to them within 30days to maintain the cash-flow challenges and the project to be

				rains	completed before the 28 February 2014
7	eMondlo Thusong Centre budget: R5.9m ward 18	Adjudicate, site hand-over, SOD turning and site establishment	Advertising	The delay in completion of the tender analysis by consultants and SCM processes	SCM processes be completed by the 17 January 2014
8	Electrification of Eastmine and Alpha villages Budget: R8.0m Ward 03 & 06	Construction Phase	55% construction progress	The private owned portion of land	Getting the feedback on the process of purchasing private owned land from Department of Rural Development and Land Reform
9	Electrification of Cibilili village Budget: R9.0m Ward 03	Construction Phase	05% construction progress	The contractor delayed to start wanted to start in January 2014 and the contractor's cash-flow problem	Meeting held to instruct the contractor to start constructing in December 2013 and that was realized. The contractor be paid what is due to them within 30days to maintain the cash-flow challenges.

1st QUARTERLY PLANNING MIG PROJECTS

Louwsburg Tar road

PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MONTHLY INDICATORS		RESPONSIBLE PERSON
Access to basic service delivery: Roads- To construct a tar road of 1.6 km long in Louwsburg Ward 1 by 30 June 2014 BUDGET R6.5 mil	To review the tender document and advertise	To review the tender document To advertise and adjudicate Site handover, sod turning Construction phase Completion Close out and hand over	MONTH 1	To review the tender document	SG Sibiya
			MONTH 2	To review the tender document	
			MONTH 3	Advertise	

Emadoshini Black Top Road

PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MONTHLY INDICATORS		RESPONSIBLE PERSON
Access to basic service delivery: Roads- To construct 2km of tar / paved road in ward 13 – Emadoshini by the 30 June 2014 BUDGET R6 mil	Planning Stage	Site Investigation and design, To advertise and adjudicate Site handover, sod turning Construction phase Completion Close out and hand over	MONTH 1	Site investigation	SG Sibiya
			MONTH 2	Design stage	
			MONTH 3	Approval of the final design	

Ward 4 Tholwethu Gravel Road

PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MONTHLY INDICATORS		RESPONSIBLE PERSON
Access to basic service delivery: Roads- To construct a 4 km of gravel road in Ward 4 by 30 June 2014 BUDGET R3.5 mil	Planning Stage	To review the tender document To advertise and adjudicate Site handover, sod turning Construction phase Completion Close out and hand over	MONTH 1	Site Investigation	SG Sibiya
			MONTH 2	Design stage	
			MONTH 3	Approval of the final design	

Ward 18 Ngwane Tar Road

PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MONTHLY INDICATORS		RESPONSIBLE PERSON
Access to basic service delivery: Roads- To construct a 2km tar road in ward 18 by 30 June 2014 BUDGET R7 mil	Planning Stage	Site Investigation and design, To advertise and adjudicate Site handover, sod turning Construction phase Completion Close out and hand over	MONTH 1	Site investigation	SG Sibiya
			MONTH 2	Design stage	
			MONTH 3	Approval of the final design	

Ward 22 - Lakeside Tar Road

PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MONTHLY INDICATORS		RESPONSIBLE PERSON
Access to basic service delivery: Roads- To construct 2.1km tar roads in Ward 22 – Lakeside by end of September 2013 BUDGET R5M	2.1 km construction and completion stage	2.1 km construction and Completed tar road	MONTH 1	Construction of sub base and base layers	SG Sibiya
			MONTH 2	Applying of Tar/bitument	
			MONTH 3	Completion	

Ward 16 Khokhoba Gravel Road

PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MONTHLY INDICATORS		RESPONSIBLE PERSON
Access to basic service delivery: Roads- To construct a 4.7 km of gravel road in Ward 16 by August 2013 BUDGET R1 mil	4.7 km construction and completion stage	Construction , Completion, Close out and hand over	MONTH 1	Construction of 4.7km base layer and head walls	SG Sibiya
			MONTH 2	Wearing course applied 4.7km	
			MONTH 3	Completion	

Ward 18 Thusong Centre

PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MOTHLY INDICATORS		RESPONSIBLE PERSON
Access to basic service delivery: Thusong Centre- To construct Thusong Centre in Emondlo(Ward 18) by 30 June 2014 BUDGET R5.9 mil	Planning Stage	Site Investigation and design, To advertise and adjudicate Site handover, sod turning Construction phase Completion Close out and hand over	MONTH 1	Site investigation	SG Sibiya
			MONTH 2	Design stage	
			MONTH 3	Approval of the final design	

Electrification in East and Alpha village

PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MOTHLY INDICATORS		RESPONSIBLE PERSON
Access to basic service delivery: Electricity- To electrify 600 household in East mine and Alpha village by 30 June 2014 BUDGET 8mil DE	Site handover, sod turning Construction phase	To advertise and adjudicate Site handover, sod turning Construction phase, completion, close out and hand over.	MONTH 1	Awarding	SG Sibiya
			MONTH 2	Site handover	
			MONTH 3	Site establishment	

Electrification in Cibilili/ Khambi/ KwaNgenetsheni

PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MONTHLY INDICATORS		RESPONSIBLE PERSON
Access to basic service delivery: Electricity- Electrification of 500 houses at Cibilili/ Khambi/ KwaNgenetsheni by 30 June 2014	Advertise, adjudicate and award	To advertise and adjudicate Site handover, sod turning Construction phase, completion, close out and hand over.	MONTH 1	advertise	SG Sibiya
			MONTH 2	Adjudication	
			MONTH 3	Awarding	

TASK	TARGET DATE	RESPONSIBLE PERSON	SUPPORTING DEPARTMENT
Installation Of prepayment Metering (smart metering) in Coronation	30 th June 2014	Manager Electricity	Finance
Purchasing of Tar bags by 30 Jan 2014	200 bags of 50kg	Manager roads	photos
Hiring of extra graders by 28 February 2014	2	Manager roads	photos
Repair South street bridge by 30 March 2014	1	Manager roads	photos

Contractors meeting every month	monthly	PMU manager	minutes
Installation of meters at Block A, B and C at eMondlo by the 31 st April 2014.	31 st April 2014.	Manager Water and Sanitation	
Installation of 12 jojo tanks in Abaqulusi areas by the 28 th February 2013. 3 Bhekuzulu 3 Boemlaer 6 eMondlo	28 th February 2013	Manager Water and Sanitation	

DEVELOPMENT PLANNING

DEVELOPMENT PLANNING

Chapter 1: Executive summary

The Development Planning department has the responsibility for Town Planning, Building Control, Local Economic Development and Housing. In carrying out the function of Town Planning the department as per the law is required to appoint registered Town Planners.

There are currently three registered Professional Planners in the department. Two of these are current employees of the department and one is assisting through the shared services function.

The Building Control division is currently run by a very experienced building Inspector and use to be assisted by another professional who have since passed on. The support staff within the department is very professional and capable in that in many occasions they initiate most of our document preparation and manages the office with utmost professional care.

Despite the current capable staff in the department the department still requires more staff as per the approved staff establishment and for this reason it is with great urgency that some of prioritized staff need to be appointed.

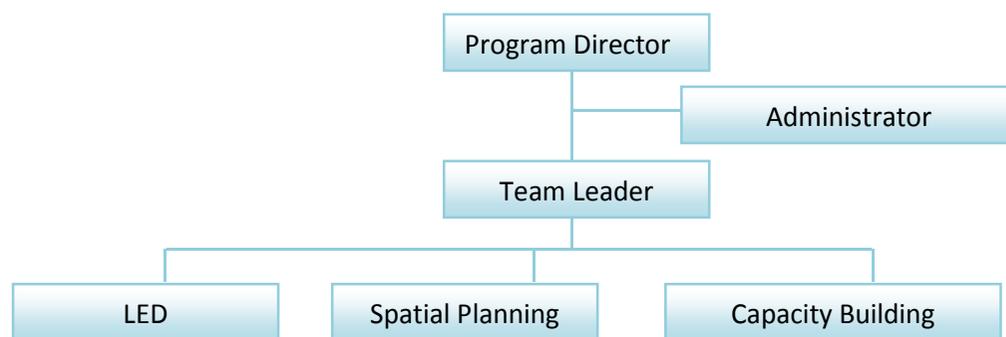
The Local Economic Development initiative of the municipality is driven by our ALEDI entity. This section is driven by a consortium of very experienced Town Planner, Project Managers and Local Economic Development experts.

This ALEDI unit assists with the implementation of all LED projects and to date is key in implementing our Vryheid and the mining town regeneration projects.

Chapter 2: Local economic Development

Abaqulusi Local Municipality in 2008 approved its Local Economic Development Strategy, as part of this initiative the municipality identified key projects to be driven by an implementing agent to ensure the realisation of the projects.

The efforts lead to the creation of ALEDI as the key driver implement LED related projects. ALEDI (Abaqulusi Local Economic Development Initiative) is structured as follows:



The Terms of Reference for the assignment identify three phases for the programme with the Inception Report being submitted two months into the three month Inception Phase:

Inception Phase (3 months) – this is the commencement of the project by the reviewing of relevant information available, finalising programme structures and the kind of projects to be undertaken, project methodology, the criteria to be used for the Project Development Fund and its operations, a three-year work-plan and first annual work-plan, convene or constitute the first PSC meeting.

Implementation Phase (30 months) – this phase focuses on the implementation of programme as detailed in the first, second and third annual work-plans.

Close Out Phase (4 months) – this phase focuses on transferring the assets of the PMU to AbaQulusi Municipality. It is set as 3 months in the Terms of Reference but will effectively be 4 months as the contract has been signed for 37 months.

The current projects pursued by the P.M.U unit are the following:

- Hlobane/Coronation precinct plan,
- Louwsburg precinct plan,
- eMondlo precinct plan,
- Mining town revitalization, and
- Vryheid revitalization which include:
 - Mason street upgrade
 - Demona street upgrade and
 - Demona park upgrade

The identified mining town precinct plan projects are intended to stimulate economic regeneration within the areas identified. The identified precinct planning process will yield key projects in these areas around which the economy of these towns can be generated.

2.1 Creation of market and public confidence

The Abaqulusi Local Economic Development initiative (ALEDI), was initiated by the municipality in collaboration with the Provincial Department of Economic Development.

In line with this initiative the municipality has initiated a marketing and public confidence initiative. This initiative is aimed at creating:

- a) Business confidence in the economy of the municipality, and
- b) Public confidence in the municipality.

As part of this initiative the department is planning:

- To prepare a marketing strategy for the municipality,
- An investment promotion and retention strategy,
- A manual of the economic and investment climate in the municipality and
- A Mining Town Regeneration Strategy.

2.2 Comparative and competitive advantages for industrial activities

Industrial development within the Abaqulusi Local Economic environment is the strongest in the rest of the District Municipality. For the future of the municipality this sector of the economy was once key in the determining the growth direction of the municipality.

The recent decline in this sector has first been as a result of the decline in the mining sector in the area to which this sector was heavily reliant. The second decline came as a result of the recent economic decline in the world markets.

Despite the industrial sector having suffered a decline there has been some resilience in this sector in that a significant presence of this sector still operates within the municipality. This presence has developed a certain edge, a study aimed at determining the comparative and comparative advantages of these sectors are critical.

Chapter 3: Spatial Development Framework

3.1 Preparation and approval process of SDF

The Spatial Development Framework of the municipality was prepared in 2008 and is still in operation. The time has however come for this framework plan to be reviewed and the municipality currently in the process of reviewing the contextual information on the report.

In line with the review process the Department of Rural Development have initiated the development of precinct plans for Hlobane/Coronation, Louwsburg and eMondlo Centres.

These precinct plans and the Vryheid Urban Design Framework are structured to provide critical contextual information aimed at providing critical information for the review of the SDF.

To consolidate and finalize the SDF review process the department of Cooperative Government has contributed funding in order to ensure that the Environmental plan for the municipality is initiated and finally concluded.

The current spatial plan is used to assess all applications in the municipality and will continue to be used until the review plan is completed and approved by the municipality.

3.2 Major challenges in spatial planning services and remedial actions.

One of the major challenges identified in the Spatial Planning services provided by the municipality relate to the Geographic Information Systems (GIS) gathering capabilities of the municipality. Our GIS capacity is currently compromised because both the software and hardware we are using are currently outdated.

In resolving this situation we are currently in process of procuring software and hardware. The acquisition of these assets for the municipality will ensure that we are able to resume our spatial information gathering and will ensure that we keep up to date as well our Land Use Scheme maps.

The other challenge we are facing is that our SDF is up for review and to correct this situation we have initiated a review to be completed by the end on April 2014.

Chapter 4: Town planning

Land Use Planning within the municipality is currently undertaken within the context of the KwaZulu Natal Development Planning Act of 2008 and the Ordinance. All applications currently undertaken under the PDA are processed within the required timeframes of the PDA which is the 90 days and the planners in the municipality are quite competent in using this legislation.

The Ordinance is also used as a vehicle for some applications as the PDA is still under review on certain aspects. The draft PDA has been circulated for review and the planning department is currently preparing extensive comments for the review.

There is no significant planning backlog in the municipality and all planning applications currently outstanding for consideration are as a result of outstanding information from the respective applicants. Building approvals in the municipality are also proceeding well however there is significant capacity required in the municipality in both development control and building inspections. Despite these challenges the municipality is proceeding with dealing with all contraventions.

The following is a summarised report on the planning and building control aspects in the department:

a) Land Use Management Report:

LAND USE APPLICATIONS: The total applications submitted and considered in the financial year 2012/2013 are the following:

Considered Applications:

TYPE OF APPLICATION	NO RECEIVED	APPROVED	PENDING
Ordinance(2012/2013):	3	1	2
Ordinance (2011/2012 backlog):	/	/	/
PDA(2012/2013):	5	2	3
PDA(2011/2012 backlog):	16	15	1

Comments on Applications:

TYPE OF APPLICATION	NO RECEIVED	APPROVED	NOT APPROVED
Building Plans(2012/2014):	94	61	33
Building Plans(2011/2012 backlog):	88	79	9
DFA(2012/2013):	N/A	0	0
DFA(2011/2012 backlog):	N/A	0	0
TOTAL:	0	0	0

Information as per Treasury Tables

APPLICATIONS FOR LAND USE DEVELOPMENT						
Detail	Formalisation of Township		Rezoning		Built Environment	
	Year -1	Year - 0	Year -1	Year - 0	Year -1	Year - 0
Planning application received	0	0	7	3	88	41
Determination made in year of receipt	0	0	7	3	88	41
Determination made in following year	0	0	7	3	0	0
Applications withdrawn	0	0	0	0	0	
Applications outstand at year end	0	0	0	0	0	0

LOCAL ECONOMIC DEVELOPMENT (INCLUDING TOURISM AND MARKET PLACES)

Employees: Planning Services					
Job-Level	Year-1	Post No	Employees No.	Vacancies (Full time equivalents)	Vacancies (as a % of total posts)
	Employee No				
0 – 3	0	1	0	1	100%
4 – 6	1	2	1	0	50%
7 – 9	0	1	0	1	100%

Job-Level	Year-1	Post No	Employees No.	(Full time equivalents)	(as a % of total posts)
	Employee No				
0 – 3	0	1	0	1	100%
4 – 6	0	2	0	2	100%
7 – 9	2	7	2	5	71%

PLANNING POLICY OBJECTIVES TAKEN FROM IDP									
Service Objectives Service Indicators (i)	Outline Service Targets (ii)	Year -1		Year 0			Year 1		Year 3
		Target	Actual	Target	* Current Year	Actual	Target		
		*Previous Year (iii)	(iv)	*Previous Year (v)	* Current Year	(vii)	* Current Year (viii)	* Current Year (ix)	* Following Year (x)
Services Objective: Town Planning and Local Economic Development									
Determine Planning application within a reasonable timescale	Approval or rejection of all build environment applications within a x weeks	Determination within x weeks	Determination within x weeks	Determination within 12 weeks	Determination within 12 weeks	Determination within x weeks	Determination within 11 weeks	Determination within 8 weeks	Determination within 8 weeks
	Reduction in planning decisions overturned	X planning decisions overturned	X planning decisions overturned	5% planning decisions overturned	5% planning decisions overturned	X planning decisions overturned	4% planning decisions overturned	No planning decision overturned	No planning decision overturned

DEVELOPMENT MANAGEMENT:

Report:

- The function of development management is a function that is linked to the land use management responsibilities of planning. This function relates to site inspections to determine compliance with the approved land issues and pursuing land use contraventions where possible. This function is currently undertaken by our town planners and Shared Services.
- Due to staff shortages related to this function there has been limited success in dealing with contraventions.
- Another critical challenge related to this function it is not catered for on the approved diagram.

Way forward:

- The appointment of building inspectors will assist in improving our development control function in the municipality.
- A clear programme and systems will be developed for this function in the first quarter of the 2013/2014 financial year.

▪ *BUILDING INSPECTION:*

Report:

- The function of building inspections is related to the development management function of the municipality. This function relates to the inspection of the construction work that has been approved in terms of the applicable legislation.

- The inspections are there to determine compliance with the approved plans as per the legislative requirements. The inspections involve assessing each construction site from the establishment of the construction camp to the final finishes of the building. Once the final inspection process is completed and the building is certified as habitable the occupational certificate is then awarded.
- Due to staff shortages related to this function, we currently have one.
- Our inspector deals with the rest of the municipality and was assisted by a person from the shared services unit, who has recently passed away. Despite this personnel challenge the municipality is making very good progress in ensuring that development in the municipality is allowed to forge ahead with limited constrains.

Way forward:

- The appointment of more building inspectors will assist in improving our development control function in the municipality.
- A clear programme and systems will be developed for this function in the first quarter of the 2013/2014 financial year.

BUILDING PLANS: The total of building plans submitted and considered in the month of November 2013 are the following:

Considered Building Plans:

TYPE OF APPLICATION	NO RECEIVE D	APPROV ED	PENDIN G
Building plans less than 500 m2 (2012/2013):	66	64	2
Building plans bigger than 500 m2	80	80	

(2011/2012 backlog):			0
SUB-TOTAL:	146	146	2

Comments on Applications:

TYPE OF APPLICATION	NO RECEIVED	APPROVED	PENDING
Building Line Relaxation November 2013	16	10	6
TOTAL:	36	28	8

Comment:

- All building plans were examined
- All PDA related applications were considered within the 90 day timeline as required in terms of the PDA.
- Applications considered in November 2013 were carried over for reasons related to outstanding issues on the respective plans from the applicants.

2.9 Town planning services delivery strategy and main actors

In terms of the Abaqulusi Local Authority, the Portfolio Committee for Town Planning has the delegated authority to consider and approve such plans.

However before the applications are considered, the department and its registered town planners are required by law to make recommendations. The standards and the quality of decision making within the planning and building control decision are very high.

The challenges faced by the department relate to staffing and office equipment. In dealing with this challenge we have presented a list of critical posts for immediate consideration for advertising.

Chapter 6:

Socio Economic Status						
Year	Housing Backlog as proportion of current demand	Unemployment Rate	Proportion of Households with no Income	Proportion of Population in Low-skilled Employment	HIV/AIDS Prevalence	Literate people older than 14 years
Year – 2	19%	35.4%		40.6%	17%	30.0%
Year- 1	18%	59.4%		45.1%	16.5%	27.3%
Year – 0	19%	65.3%		69.2	16%	17.5%

The municipality registered a housing backlog 19%, this backlog is identified as growing by 1% Annually. The housing initiatives implemented in the last two years indicated to have had some impact on the backlog. However despite this impact the backlog seem to have increased recently due to the significant population numbers recorded in the last census as a result of a significant rural population recorded.

The unemployment rate as indicated above represent a significant challenge for the municipality, in that it indicates that there is a large number of people in the community who are in need of housing yet are not able to acquire housing on their own and will require public housing assistance. The other challenge that the rise in this number is ensuring that more people are in need of public housing low education levels and significant low household income levels.

Natural Resources	
Major Natural Resource	Relevance to Community
Umfoloji catchment	The municipality is for water provision
Pongola to the north	The municipality is for conservation
Tugela to the west	The municipality is for conservation
Umfoloji wetlands	Conservation value
Bhekuzulu wetlands	Conservation value
Lakeside wetlands	Conservation value
Blood River Vlei	Conservation value
Klipfontein Bird sanctuary	Conservation value
Mandatory Reserves - western and eastern portions of the municipality	National significance as they are irreplaceable
'Negotiable Reserve	District and Provincial significance
Agricultural land of high value	National food security significance

The catchment areas are critical in the provision of water for consumption, agricultural and other economic purposes. The major catchments such as the Umfolozi are of provincial significance and service other areas as well. The smaller catchments such as the Pongola and Tugela catchments do not service a significant water provision role but however significant in maintaining the biodiversity in the municipality. There are other water bodies in the municipality such as the wetlands, these as indicated above need significant protection as they serve a critical role in protecting the biodiversity of the municipality.

There are critical areas within the municipality that need to be protected to ensure that fauna and flora found in the municipality is protected for future generations. Areas critical for conservation are identified as those that are

mandatory reserves and those necessary to ensure that significant numbers are protected are indicated as negotiable reserves. These areas need significant protection to preserve the biodiversity in the municipality.

The municipality has significant tracks of agricultural land; these are classified as high and medium potential agricultural lands. Of the current municipal land, 13% of the total land area of approximately 41 8461 ha is considered to be land of high agricultural value.

HOUSING

The housing delivery strategy for the Abaqulusi Local Municipality is divided into 6 strategic areas. These are summarized as follows:

Strategy 1: Land Identification and Land Release Strategy

- The majority of people in the municipality is living in the rural areas (63%).
- In order to deal with the land availability challenge a land audit was initiated in the municipality in 2012.
- This land audit is to be followed by the geotechnical and servicing assessments required in order to determine which of the identified land parcels are suitable for development and servicing.

Strategy 2: Planning and Servicing of Identified Land

- The shift in providing housing in close proximity to where work and recreation opportunities exist is leading to affordable housing competing for land with other more market related land uses.
- This is resulting in the housing provision process being expensive and requires that this process be planned and carefully implemented and integrated in the broader urban environment.

Strategy 3: Housing Development Mix

- In terms of the housing mix identified within the municipality there is a much larger formal housing component as opposed to informal and traditional housing.
- Within the formal housing mix the dominant form is the single unit development and efforts to ensure that a mix with much more higher densities is identified for the municipality.
- Vryheid more especially as the core urban centre in the municipality has to promote a larger mix of formal housing, which will include high density housing.
- The key actions recommended for the way forward is to increase the number of high density housing units in the municipality and increase the residential expansion in the municipality.

Strategy 4: Tenure Alternatives

- There are two major tenure types dominating within the municipality, these are free landholding and tribal land holdings.

- Within the housing delivery practice the preferred tenure is the freehold tenure and this possess a problem within the Ingonyama Trust areas and efforts to ensure that a more secured option be considered is being considered.
- Efforts to find a lusting alternative should be considered and alternative housing typologies should be considered in the municipality raging from low to high density housing.

Strategy 5: Housing Funding Options

- The funding element of the strategy considers a comprehensive funding arrangement which involves sourcing funding for external bulk infrastructure, link infrastructure, serving of the respective townships and for the development of the top structure.
- In all of the housing projects that are considered for the municipality the impact of HIV/AIDs and significance of energy efficient technologies and construction technologies should be considered.
- The packaging of projects and sourcing of funding related to housing should be considered critical and efforts must be made to ensure that all such projects are comprehensively packaged.

Strategy 6: Institutional Proposal

- The institutional proposal for housing delivery under this strategic area involves the accreditation of the municipality to ensure that it become a housing development agent.
- This is a decision to be taken by the municipality considering its capacity and resources to carry out such a function.
- Currently this option is not preferred as the municipality is not properly capacitated to carry out this function.

The current housing demand as indicated in the municipal housing plan is estimated to be 40 110 and the annual backlog is estimated to be 16% units of that demand which is 6 417.6. The municipality in its efforts to deal with the backlog has initiated projects totaling 9258 units.

These units are in par in addressing the annual backlog and significant progress is being made in realizing these units despite some challenges that are currently being addressed. In dealing with the challenges identified new constructors have been appointed to replace non performing contractors and efforts are in place to improve delivery. One of other challenges experienced in the municipality is the availability of land; this is currently addressed in the land audit and efforts to identify strategically located land parcels that can be purchased for the municipality to provide housing.

PERCENTAGE OF HOUSEHOLDS WITH ACCESS TO BASIC HOUSING			
Year end	Total households (including formal and informal settlements)	Households in formal settlements	Percentage of HH's in formal settlements
Year- 3	42 212	24 905	59%
Year- 2	41 604	22 414	54%
Year- 1	33 891	20 173	60%
Year- 0	-	-	-

Job- Level	Year-1	Post No	Employees No.	Vacancies (Full time equivalents)	Vacancies (as a % of total posts)
	Employee No				
0 – 3	0	1	0	1	100%
4 – 6	1	1	1	0	
7 – 9	1	2	3		
10- 12	2	1	1		

CAPITAL EXPENDITURE YEAR 0: HOUSING SERVICES					
Capital Projects	Year 0				
	Budget (R m)	Adjustment Budget (R m)	Actual Expenditure (R m)	Variance from Original Budget (R m)	Total Project Value (R m)
Total All					
Bhekuzulu Phase 6A and B	R16m	N/A	R16m	N/A	
Enyathi Low Cost Housing Project	R25.15m	N/A	-	-	-
Vumani Housing Project	R50m	N/A	-	-	-
EMondlo A and B	R50m	N/A	-	-	-
Bhekuzulu 3B	R50m	N/A	--	-	-
Gluckstadt Rural Housing Project	R55.75m	N/A	-	-	-

APPLICATIONS FOR LAND USE DEVELOPMENT							
Detail	Formalisation of Township		Rezoning		Built Environment		
	Year -1	Year - 0	Year -1	Year - 0	Year -1	Year - 0	
Planning application received	0	0	7	3	88	41	
Determination made in year of receipt	0	0	7	3	88	41	
Determination made in following year	0	0	7	3	0	0	
Applications withdrawn	0	0	0	0	0		
Applications outstanding at year end	0	0	0	0	0	0	

PLANNING POLICY OBJECTIVES TAKEN FROM IDP									
Service Objectives	Outline Service Targets (ii)	Year -1		Year 0			Year 1		Year 3
		Target	Actual	Target	Actual	Target	Actual	Target	Actual
Service Indicators (i)		*Previous Year (iii)	(iv)	*Previous Year (v)	* Current Year	(vii)	* Current Year (viii)	* Current Year (ix)	* Following Year (x)
Services Objective: Town Planning and Local Economic Development									
Determine Planning application within a reasonable timescale	Approval or rejection of all build environment applications within a x weeks	Determination within x weeks	Determination within x weeks	Determination within 12 weeks	Determination within 12 weeks	Determination within x weeks	Determination within 11 weeks	Determination within 8 weeks	Determination within 8 weeks
	Reduction in planning decisions overturned	X planning decisions overturned	X planning decisions overturned	5% planning decisions overturned	5% planning decisions overturned	X planning decisions overturned	4% planning decisions overturned	No planning decision overturned	No planning decision overturned

Employees: Planning Services					
Job-Level	Year-1	Post No	Employees No.	Vacancies (Full time equivalents)	Vacancies (as a % of total posts)
	Employee No				
0 – 3	0	1	0	1	100%
4 – 6	1	2	1	0	50%
7 – 9	0	1	0	1	100%

LOCAL ECONOMIC DEVELOPMENT (INCLUDING TOURISM AND MARKET PLACES)

Job-Level	Year-1	Post No	Employees No.	(Full time equivalents)	(as a % of total posts)
	Employee No				
0 – 3	0	1	0	1	100%
4 – 6	0	2	0	2	100%
7 – 9	2	7	2	5	71%

Chapter 6 - Conclusion

This serves to present progress and challenges with mitigating measures as indicated.

Despite our current efforts to keep the department afloat we still need to ensure that vacancies are filled to provide sustained service for the future.

L. Z MGUDLWA

DIRECTOR DEVELOPMENT PLANNING

QUATERLY REPORT: JULY – SEPTEMBER 2013

KPA – Land Use Management and Building Control 2013/2014

PRIORITY AREA	QUARTERLY TARGET	MONTH 1	WEEK 1	
Land Use management	All applications fully assessed	All applications fully assessed and submitted for recommendation by the portfolio committee.	Recording of incoming applications. Circulation of each application for comment. Assessment of each application fully Submission of reports to portfolio committee with recommendations.	Mon – Fri Top R C c A Pre
	Attend to all appeal hearings fully	Attend to all reports fully	Preparation on all appeal matters Representation of Council on all appeals	Mon – Fri Ap A P d B P le V n
	Attend to all contravention enforcements	Issuing of contravention notices	Issuing of contravention notices Legal persuasion on contraventions	Mon – Fri Con S R Is H a
Geographic information systems	Compiling and registering all spatial information.	Compiling and registering all spatial information.	- Issuing of all	Mon – Fri Spa C in K d Is t
Building Control	Attend to all building plan submissions.	Attend to all submitted building plans	Attend to all submitted building plans	Mon – Fri Pla E C A
				Mon – Fri Bui

	- Building inspections	- Attend to all building works on approved plans. - Inspecting all building work to determine compliance.	- Attend to all building works on approved plans. - Inspecting all building work to determine compliance.	- Registration of incoming building plans - Circulation of incoming building plans for comment - Assessment of all applications - Issuing of building contravention notices - Following up on contraventions - Issuing legal notices on contraventions
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KPA – Spatial Development Framework Planning 2013/2014

PRIORITY AREA	QUARTERLY TARGET	MONTH 1	WEEK 1	DAILY ACTIVITIES	
Spatial Development Framework Planning	- Draft Spatial Development Framework Plan	- Draft contextual assessment - Sourcing funding for detailed SDF planning	- Information gathering for the contextual assessment	<i>Mon – Fri</i>	- Facilitating consultation meetings - Facilitating information gathering for the plan - Sourcing funding
Urban design framework	- Draft urban design framework	- Facilitating site investigations - Objective determination - Visioning and concept planning	- Final Contextual Plan - Draft Objectives and Vision	<i>Mon – Fri</i>	Spatial information recording: - Facilitating site investigations - Objective determination - Visioning and concept planning
Precinct Planning	- Draft Louwsburg precinct plan approval by Council	- Facilitating community participation	- Louwsburg community participation	<i>Mon – Fri</i>	Facilitating Precinct Planning: - Preparations for participation
	- Draft Hlobane/Coronation precinct plan approval by Council	- Facilitating community participation	- Hlobane/Coronation community participation	<i>Mon – Fri</i>	Facilitating Precinct Planning: - Preparations for participation
	- eMondlo precinct planning	- Facilitating community participation	- Facilitating community participation	<i>Mon – Fri</i>	Facilitating Precinct Planning: - Preparations for participation

KPA – Local Economic Development 2013/2014

PRIORITY AREA	QUARTERLY TARGET	MONTH 1	WEEK 1	DAILY ACTIVITIES	
Mining Town Regeneration Strategy	- Securing of stakeholder support and funding for Agri-village in Coronation	- Gaining stakeholder support for the Agri-Village concept.	- Negotiating with stakeholders - Identification of critical projects - Concept development	<i>Mon – Fri</i>	- Stakeholder facilitation - Concept development
Vryheid Truck City	- Preparing proposal call - Preparation of proposal calls documentation. - Advertising of proposal call documentation - Selecting the preferred bidder	- Portfolio approval for going out on proposal call.	- Portfolio approval for proposal call.	<i>Mon – Fri</i>	- Preparation of proposal call - Setting out procurement documentation - Preparation of proposal call documentation
Revitalization of Vryheid Town Centre	- Final Mason street upgrade plan	- Detailed Mason Street designs	- Informal trader consultation on designs - Property owners on designs	<i>Mon – Fri</i>	- Consultation arrangements - Liaising with consultants on designs
	- Final Demoina street upgrade plan	- Detailed Demoina Street designs	- Informal trader consultation on designs - Property owners on designs		- Consultation arrangements - Liaising with consultants on designs
	- Mason park upgrade	- Detailed Mason park designs	- Consultation on draft detailed designs		- Consultation on draft detailed designs
	- High Street Bridge Development	- Detailed High Street designs	- Detailed High Street designs		- Consultation on draft detailed designs

PRIORITY AREA	QUARTERLY TARGET	MONTH 1	WEEK 1	DAILY ACTIVITIES	
eMondlo Town Centre Development	- eMondlo Commercial Centre Development	- Identification of commercial site - Determination of funding sources	- Identification of commercial site	<i>Mon – Fri</i>	- Identification of site - Determination of funding sources
Louwsburg Town Centre Development	- Concept design on Town Centre	- Preparation of detailed brief	- Preparation of detailed brief		- Conceptualising brief for centre designs
Tourism and Marketing	- Appoint service provider to review Tourism Strategy	- Setup Tourism Committee - Determine review aspects on current plan - Participation on draft strategy	- Preparation of review aspects of Tourism plan	<i>Mon – Fri</i>	- Consultation on Tourism strategy - Meeting key stakeholders on Tourism

	- Investment Retention Strategy	- Draft Investment Retention Strategy	- Gathering of information critical for investment		- Gathering of information critical for investment
	- Annual Tourism Marketing	- Consultation with Tourism bodies on Marketing	- Preparation of Tourism marketing plan - Consulting sponsors		- Preparation of Tourism marketing plan - Consulting sponsors
Tourism and Marketing	- Vryheid Tourism brochure	- Preparation of Tourism Brochure	- Preparation of Tourism Brochure	<i>Mon – Fri</i>	- Preparation of Tourism Brochure
	- Facilitating meetings and conferences	- Facilitating meetings and conferences	- Facilitating meetings and conferences		- Facilitating meetings and conferences

KPA – Housing 2013/2014

PRIORITY AREA	QUARTERLY TARGET	MONTH 1	WEEK 1	DAILY ACTIVITIES	
To Review the Municipality's Housing Sector Plan by June 2014	Review and adopt the Housing Sector Plan	- Item to be tabled before EXCO to Prioritize the Housing Projects for implementation		<i>Mon – Fri</i>	
		- memo Council Resolution			
To ensure the establishment and functionality of Housing Forums by June 2014	Arrange and host housing forums with all internal and external stakeholders	- Housing Forum held Monthly as per schedule provide by the Department of Human Settlements	- Planning and distribution of minutes and implementation of decisions taken in the meeting.	<i>Mon – Fri</i>	
To Implement the Projects in the Housing Plan by	- Council to prioritize housing projects with approval from Department of Human Settlements - Advertise for the suitable Service Provider/			<i>Mon – Fri</i>	

	Implementing Agent			
	- Tender Process: Specification, Evaluation and Adjudication			

PRIORITY AREA	QUARTERLY TARGET	MONTH 1	WEEK 1	DAILY ACTIVITIES	
	<ul style="list-style-type: none"> - Setup Project Steering Committee for each project to be implemented - Monitoring of Implementing Agents once appointed 			<i>Mon – Fri</i>	

REPORTING MONTH OCTOBER 2013

KPA: Land Use Management and Building Control 2013/2014

PRIORITY	MONTHLY	DONE/NOT DONE	REASON/PORTFOLIO OF EVIDENCE	REQUIRED INTERVENTIONS	RESPONSIBLE PERSON(S)
Land Use management	All applications fully assessed and submitted for recommendation by the portfolio committee.	Done	Resolutions and portfolio reports with attached application records.	Appointment of full approved staff component	Manager Planning and Planning Technician
	Attend to all appeal hearings fully	There are no appeals currently	N/A	N/A	Manager Planning and Planning Technician
	Issuing of contravention notices	Done	Issued notices are attached in comprehensive report	Appointment of full development control staff component	Manager Planning and Planning Technician
Geographic information systems	Compiling and registering all spatial information.	Not done	Software and hardware problems	We are in the process of purchasing new software and hardware	Manager Planning and GIS officer
	Distributing spatial information to the community	Done	Record of inquiry printouts	We urgently need the software and hardware	Manager Planning and GIS officer
Building Control	Attend to all building plan submissions.	Done	Record of evidence is found in the attached report.	We need to urgently appoint a Building Control inspector. We need to urgently amend the organogram to add a plan examiner.	Manager Planning and Building inspector
	Building inspections	Done	Record of all inspections attached in comprehensive report.	Appoint all inspectors as per organogram.	Manager Planning and Building inspector
	Issuing of building contravention notices.	Done	Record of all contraventions attached in comprehensive report.	Appoint all inspectors as per organogram.	Manager Planning and Building inspector

KPA: Spatial Development Framework October 2013

PRIORITY	Monthly	DONE/NOT DONE	REASON/PORTFOLIO OF EVIDANCE	REQUIRED INTERVENTIONS	RESPONSIBLE PERSON(S)
Spatial Development Framework Planning	Draft contextual assessment	- Not done	- The consultant to date has not produced the contextual report as promised.	- Strong measures are being taken to get the consultant to produce the contextual report.	- Acting Director and Manager Planning
Urban Design Framework Plan	Facilitating site investigations Objective determination Visioning and concept planning	- Not done	- The consultant is not producing any documentation to the effect.	- The consultant will be put on final terms after which the contract may be terminated.	- Acting Director and Manager Planning
Precinct Planning	Finalize community engagements – Hlobane/Coronation	Done	- N/A	- N/A	- Acting Director, Manager Planning and P.M.U
	Finalize community engagements – Louwsburg	Not done	- The meeting did not happen due to community not willing to attend meeting arranged by Councilor	- A follow up meeting will be arranged in the week of the 5/8/13	- Acting Director, Manager Planning and P.M.U

PRIORITY	Monthly	DONE/NOT DONE	REASON/PORTFOLIO OF EVIDANCE	REQUIRED INTERVENTIONS	RESPONSIBLE PERSON(S)
Mining Town Regeneration Strategy	Gaining stakeholder support for the Agri-Village concept.	- Done	- N/A	- Appoint LED manager	Acting Director
Vryheid Truck City	Portfolio approval for going out on proposal call.	- Done	- N/A	- Appoint LED manager	Acting Director
Revitalization of Vryheid Town Centre	Detailed Mason Street designs	- Done	- N/A	- Appoint LED manager	Acting Director
eMondlo Town Centre Development	Identification of commercial site Determination of funding	- Not done	- In progress as part of Land Audit	- Appoint LED manager	Acting Director

	sources				
Louwsburg Town Centre Development	Preparation of detailed brief	- Not done	- In preparation	- Appoint LED manager	Acting Director
Tourism and Marketing	Setup Tourism Committee	- Done	- N/A	- Appoint LED manager	Acting Director
	Determine review aspects on current plan				
	Participation on draft strategy				
	Draft Investment Retention Strategy	- Done	- N/A	- Appoint LED manager	Acting Director
	Consultation with Tourism bodies on Marketing	- Done	- N/A	- Appoint LED manager	Acting Director

SECOND QUATER PLANNING 2013/2014
OCTOBER – MONTH 4 - PLANNING

SDBIP Reference	KPI: LAND USE MANAGEMENT AND SPATIAL PLANNING					
	PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MOTHLY INDICATORS	RESPONSIBLE PERSON	
2	Land Use Management and Building Control	<ul style="list-style-type: none"> - Application assessments - Contravention management 	<p>Town Planning:</p> <ul style="list-style-type: none"> - Planning administration - Assessing all applications - Contravention citations - Commenting on SDF draft - DFA application comments - Building Control Comments - Counter queries <p>Building Control:</p> <ul style="list-style-type: none"> - Assessing building applications - Commenting on building line relaxations - Building inspections - As build drawing submissions - Occupational certificates 	4-6	<ul style="list-style-type: none"> - Application assessments - Resolutions on approved applications - Contravention citations - Building Plans approved - Occupation Certificates 	Snr Town Planner, DPSS and Building Officer
2	Review LUMS	<ul style="list-style-type: none"> - First draft LUMS report 	<ul style="list-style-type: none"> - Consolidate current LUMS with draft LUMS - Align LUMS with PDA - Align LUMS with SPLUMA 	4-6	<ul style="list-style-type: none"> - Comments on Current LUMS and draft LUMS - Minutes of Planning Sessions 	Planning Snr Admin Officer and Dir Planning
3	GIS	<ul style="list-style-type: none"> - Maintain and annotate data and maps 	<ul style="list-style-type: none"> - Counter Queries - Assist Internal Depts. with information requirements - Preparation of Maps - External site visits on request - GIS Training 	4-6	<ul style="list-style-type: none"> - Information Issue Register - Training report DPSS 	DPSS GIS and GIS Officer

4	Spatial Development Planning	<ul style="list-style-type: none"> - Draft Contextual report - Draft Spatial Analysis 	<ul style="list-style-type: none"> - Review UDF Contextual Analysis - Review of Nodes and Corridors 	4-6	<ul style="list-style-type: none"> - Draft Report - Minutes of Progress Meetings 	ALEDI, Snr Planner, DPSS GIS and Snr Town Planner
5	Precinct planning - Mining Town regeneration - Small Town Revitalization	<ul style="list-style-type: none"> - Draft precinct plans <i>Coronation/Hlobane eMondlo Louwsburg</i> 	<ul style="list-style-type: none"> - Projects Prioritization - Louwsburg Community Participation 	4-6	<ul style="list-style-type: none"> - Project List - Attendance Register 	ALEDI, Snr Planner, DPSS GIS and Snr Town Planner

SDBIP Reference	KPI: LAND USE MANAGEMENT (Continues)					
	PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES		MOTHLY INDICATORS	RESPONSIBLE PERSON
6	Urban design framework	<ul style="list-style-type: none"> - Stakeholder Consultation - Community Comments 	<ul style="list-style-type: none"> - Public Participation 	4-6	<ul style="list-style-type: none"> - Attendance Registers - Actual Comments - Newspaper advert 	ALEDI, Snr Planner, DPSS GIS and Snr Town Planner
7	Vryheid Truck City	<ul style="list-style-type: none"> - Preparing of proposal call documentation 	<ul style="list-style-type: none"> - Draft proposal call documents - Draft land availability agreement 	4-6	<ul style="list-style-type: none"> - Draft proposal call documents - Draft land availability agreement 	ALEDI, LED Officer and Snr Town Planner and DPSS Snr Town Planner
	Informal trading upgrade	<ul style="list-style-type: none"> - Mason Park Construction - Daemonia Lane Construction - Mason Street Construction 	<ul style="list-style-type: none"> - Complete Construction of Phase 1 - Site Establishment - Site establishment 	4-6	<ul style="list-style-type: none"> - Construction Progress Reports - Site Establishments Reports - Site Establishments Reports 	ALEDI, LED Officer and Snr Town Planner and DPSS Snr Town Planner
SDBIP Reference	LOCAL ECONOMIC DEVELOPMENT AND TOURISM					
	PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES		MOTHLY INDICATORS	RESPONSIBLE PERSON
	LED Strategy Review	-Develop T.O.R	<ul style="list-style-type: none"> - Develop T.O.R 	4-6	<ul style="list-style-type: none"> - Draft T.O.R signed by MM 	-ALEDI and LED Officer
	Informal Trading Policy and Bylaw	<ul style="list-style-type: none"> - Review current Policy and bylaw 	<ul style="list-style-type: none"> - Develop draft review to table to portfolio 	4-6	<ul style="list-style-type: none"> - Exco recommendation 	-ALEDI and LED Officer

	eMondlo Commercial Centre	<ul style="list-style-type: none"> - Determine extent of Commercial centre - Identify property details 	<ul style="list-style-type: none"> - Site investigations - Determine property extent - Verify property ownership 	4-6	<ul style="list-style-type: none"> - Draft report 	-ALEDI and LED Officer
	Special Purpose Vehicle Proposed structure for Flagship Projects	<ul style="list-style-type: none"> - Draft feasibility report 	<ul style="list-style-type: none"> - Consultation with DEDT - Draft report 	4-6	<ul style="list-style-type: none"> - Minutes of meeting with DEDT - Draft report 	-ALEDI and LED Officer
	Tourism Plan	<ul style="list-style-type: none"> - Review comments to Zululand plan 	<ul style="list-style-type: none"> - Meeting with Zululand - Report on comments to Zulu Land Tourism plan 	4-6	<ul style="list-style-type: none"> - Minutes of meeting - Report of comments 	-Tourism Officer

LOCAL ECONOMIC DEVELOPMENT AND TOURISM

SDBIP Reference	LOCAL ECONOMIC DEVELOPMENT AND TOURISM					
	PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MOTHLY INDICATORS		RESPONSIBLE PERSON
	Tourism and Marketing Campaigns	<ul style="list-style-type: none"> - Distribution of the Vryheid Tourism Brochures - Conduct Road Safety and Tourism Awareness Campaigns (Road Stall) – pictures and report back memo. - Educational Tourism Tours throughout the Abaqulusi Region and surrounding areas 	<ul style="list-style-type: none"> • Distribution of the Vryheid Tourism Brochures • Conduct Road Safety and Tourism Awareness Campaigns (Road Stall) – pictures and report back memo. - Educational Tourism Tours throughout the Abaqulusi Region and surrounding areas 	4-6	<ul style="list-style-type: none"> - Adverts and Photos - Approval from MM - Attendance Reg 	-Tourism Officer
	HOUSING					
SDBIP Reference	PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MOTHLY INDICATORS		RESPONSIBLE PERSON
	Municipality's Housing Sector Plan	<ul style="list-style-type: none"> - Ward Councilor Prioritization of projects - Tabling of prioritization to portfolio 	<ul style="list-style-type: none"> - Portfolio recommendation for prioritizing - Ward Councilor submissions 	4-6	<ul style="list-style-type: none"> - Ward Councilor Prioritization List 	Snr Town Planner and Housing Snr Admin Officer
	Housing Forums	<ul style="list-style-type: none"> - Housing Forum held Monthly as per schedule provide by the Department of Human Settlements 	<ul style="list-style-type: none"> - Arrange and host housing forums with all internal and external stakeholders 	4-6	<ul style="list-style-type: none"> - Attendance registers and minutes 	Housing Snr Admin Officer and Housing Clerk
	Project Planning eMondlo A and B (822 Units)	<ul style="list-style-type: none"> - Submission an application for preparation funding 	<ul style="list-style-type: none"> - Prepare funding application 	4-6	<ul style="list-style-type: none"> - Funding report 	Housing Snr Admin Officer and Housing Clerk
	Bhekuzulu Phase 3B (178)	<ul style="list-style-type: none"> - Sub an application for preparation funding 	<ul style="list-style-type: none"> - Prepare funding application 	4-6	<ul style="list-style-type: none"> - Funding report 	Housing Snr Admin Officer and Housing Clerk
	Vumani Housing Project (1000 units)	<ul style="list-style-type: none"> - Draft desktop studies 	<ul style="list-style-type: none"> - Draft desktop study reports 	4-6	<ul style="list-style-type: none"> - Desktop reports 	Housing Snr Admin Officer and Housing Clerk

SDBIP Reference	HOUSING					
	PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MOTHLY INDICATORS		RESPONSIBLE PERSON
	Enyathi Housing Projects (598 units)	- Prepare application for Trench 1	- Trench 1 funding report	4-6	- Desktop reports	Housing Snr Admin Officer and Housing Clerk
	Gluckstad Rural (1115 Units)	- Draft desktop studies	- Draft desktop study reports	4-6	- Desktop reports	Housing Snr Admin Officer and Housing Clerk
	Vrede/Cliffdale (822 Units)	- Council resolution for land acquisition	- Council resolution	4-6	- Council resolution	Housing Snr Admin Officer and Housing Clerk
	Vryheid Ext 16 Phase 2 (1597)	- Council resolution for land acquisition	- Council resolution	4-6	- Council resolution	Housing Snr Admin Officer and Housing Clerk
	Project Implementation Bhekumthetho (1000 units)	- Submit recovery and catch-up plan	- New project implementation plan	4-6	- Recovery plan - New construction plan	Housing Snr Admin Officer and Housing Clerk
	Vryheid Ext 16 (903 units)	- Construct 590 houses	- Construct 590 units - Handover 590 hand over	4-6	- Final completion certificates - Final P5 forms	Housing Snr Admin Officer and Housing Clerk
	Property transfers Mzamo Housing Project (500 title deeds)	- Land donation from Rural development	- Report of request for land	4-6	- In principle approval for land donation	Housing Snr Admin Officer and Housing Clerk
	Bhekuzu Phase 6 A (485 Title deeds)	- Subsidy alignment proposal	- Alignment proposal report	4-6	- Alignment proposal	Housing Snr Admin Officer and Housing Clerk
	Illegal Occupants Bhekuzulu Phase 6 B (100 units illegally occupied)	- Request COGTA assistance	- Motivational memo for COGTA support	4-6	- Letter confirming support from COGTA	Housing Snr Admin Officer and Housing Clerk

	Coronation Housing Project (Building encroachments x 12)	- Identify alternative sites	- Draft portfolio report for MM approval	4-6	Draft portfolio report for MM approval	Housing Snr Admin Officer and Housing Clerk
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NOVEMBER – MONTH 5 - PLANNING

KPI: LAND USE MANAGEMENT AND SPATIAL PLANNING						
SDBIP	PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES		MOTHLY INDICATORS	RESPONSIBLE PERSON
2	Land Use Management and Building Control	<ul style="list-style-type: none"> - Application assessments - Contravention management 	<p>Town Planning:</p> <ul style="list-style-type: none"> - Planning administration - Assessing all applications - Contravention citations - Commenting on SDF draft - DFA application comments - Building Control Comments - Counter queries <p>Building Control:</p> <ul style="list-style-type: none"> - Assessing building applications - Commenting on building line relaxations - Building inspections - As build drawing submissions - Occupational certificates 	4-6	<ul style="list-style-type: none"> - Application assessments - Resolutions on approved applications - Contravention citations - Building Plans approved - Occupation Certificates 	Snr Town Planner, DPSS and Building Officer
2	Review LUMS	- First draft LUMS report	<ul style="list-style-type: none"> - Consolidate current LUMS with draft LUMS - Align LUMS with PDA - Align LUMS with SPLUMA 	4-6	<ul style="list-style-type: none"> - Comments on Current LUMS and draft LUMS - Minutes of Planning Sessions 	Planning Snr Admin Officer and Dir Planning

3	GIS	- Maintain and annotate data and maps	- Counter Queries - Assist Internal Depts. with information requirements - Preparation of Maps - External site visits on request - GIS Training	4-6	- Information Issue Register - Training report DPSS	DPSS GIS and GIS Officer
4	Spatial Development Planning	- Draft Contextual report - Draft Spatial Analysis	- Review UDF Contextual Analysis - Review of Nodes and Corridors	4-6	- Draft Report - Minutes of Progress Meetings	ALEDI, Snr Planner, DPSS GIS and Snr Town Planner
5	Precinct planning - Mining Town regeneration - Small Town Revitalization	- Draft precinct plans <i>Coronation/Hlobane</i> <i>eMondlo</i> <i>Louwsburg</i>	- Projects Prioritization - Louwsburg Community Participation	4-6	- Project List - Attendance Register	ALEDI, Snr Planner, DPSS GIS and Snr Town Planner

SDBIP Reference	KPI: LAND USE MANAGEMENT (Continues)					
	PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES		MOTHLY INDICATORS	RESPONSIBLE PERSON
6	Urban design framework	- Stakeholder Consultation - Community Comments	- Public Participation	4-6	- Attendance Registers - Actual Comments - Newspaper advert	ALEDI, Snr Planner, DPSS GIS and Snr Town Planner
7	Vryheid Truck City	- Preparing of proposal call documentation	- Draft proposal call documents - Draft land availability agreement	4-6	- Draft proposal call documents - Draft land availability agreement	ALEDI, LED Officer and Snr Town Planner and DPSS Snr Town Planner
	Informal trading upgrade	- Mason Park Construction - Daemonia Lane Construction - Mason Street Construction	- Complete Construction of Phase 1 - Site Establishment - Site establishment	4-6	- Construction Progress Reports - Site Establishments Reports - Site Establishments Reports	ALEDI, LED Officer and Snr Town Planner and DPSS Snr Town Planner
S D	LOCAL ECONOMIC DEVELOPMENT AND TOURISM					

	PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MONTHLY INDICATORS		RESPONSIBLE PERSON
	LED Strategy Review	-Develop T.O.R	- Develop T.O.R	4-6	- Draft T.O.R signed by MM	-ALEDI and LED Officer
	Informal Trading Policy and Bylaw	- Review current Policy and bylaw	- Develop draft review to table to portfolio	4-6	- Exco recommendation	-ALEDI and LED Officer
	eMondlo Commercial Centre	- Determine extent of Commercial centre - Identify property details	- Site investigations - Determine property extent - Verify property ownership	4-6	- Draft report	-ALEDI and LED Officer
	Special Purpose Vehicle Proposed structure for Flagship Projects	- Draft feasibility report	- Consultation with DEDT - Draft report	4-6	- Minutes of meeting with DEDT - Draft report	-ALEDI and LED Officer
	Tourism Plan	- Review comments to Zululand plan	- Meeting with Zululand - Report on comments to Zulu Land Tourism plan	4-6	- Minutes of meeting - Report of comments	-Tourism Officer

LOCAL ECONOMIC DEVELOPMENT AND TOURISM						
SDBIP	PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MOTHLY INDICATORS		RESPONSIBLE PERSON
		Tourism and Marketing Campaigns	<ul style="list-style-type: none"> - Distribution of the Vryheid Tourism Brochures - Conduct Road Safety and Tourism Awareness Campaigns (Road Stall) – pictures and report back memo. - Educational Tourism Tours throughout the Abaqulusi Region and surrounding areas 	<ul style="list-style-type: none"> • Distribution of the Vryheid Tourism Brochures • Conduct Road Safety and Tourism Awareness Campaigns (Road Stall) – pictures and report back memo. - Educational Tourism Tours throughout the Abaqulusi Region and surrounding areas 	4-6	<ul style="list-style-type: none"> - Adverts and Photos - Approval from MM - Attendance Reg
HOUSING						
SDBIP Reference	PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MOTHLY INDICATORS		RESPONSIBLE PERSON
	Municipality's Housing Sector Plan	<ul style="list-style-type: none"> - Ward Councilor Prioritization of projects - Tabling of prioritization to portfolio 	<ul style="list-style-type: none"> - Portfolio recommendation for prioritizing - Ward Councilor submissions 	4-6	<ul style="list-style-type: none"> - Ward Councilor Prioritization List 	Snr Town Planner and Housing Snr Admin Officer
	Housing Forums	<ul style="list-style-type: none"> - Housing Forum held Monthly as per schedule provide by the Department of Human Settlements 	<ul style="list-style-type: none"> - Arrange and host housing forums with all internal and external stakeholders 	4-6	<ul style="list-style-type: none"> - Attendance registers and minutes 	Housing Snr Admin Officer and Housing Clerk
	Project Planning eMondlo A and B (822 Units)	<ul style="list-style-type: none"> - Submission an application for preparation funding 	<ul style="list-style-type: none"> - Prepare funding application 	4-6	<ul style="list-style-type: none"> - Funding report 	Housing Snr Admin Officer and Housing Clerk
	Bhekuzulu Phase 3B (178)	<ul style="list-style-type: none"> - Sub an application for preparation funding 	<ul style="list-style-type: none"> - Prepare funding application 	4-6	<ul style="list-style-type: none"> - Funding report 	Housing Snr Admin Officer and Housing Clerk

	Vumani Housing Project (1000 units)	- Draft desktop studies	- Draft desktop study reports	4-6	- Desktop reports	Housing Snr Admin Officer and Housing Clerk
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SDBIP Reference	HOUSING					
	PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MOTHLY INDICATORS		RESPONSIBLE PERSON
	Enyathi Housing Projects (598 units)	- Prepare application for Trench 1	- Trench 1 funding report	4-6	- Desktop reports	Housing Snr Admin Officer and Housing Clerk
	Gluckstad Rural (1115 Units)	- Draft desktop studies	- Draft desktop study reports	4-6	- Desktop reports	Housing Snr Admin Officer and Housing Clerk
	Vrede/Cliffdale (822 Units)	- Council resolution for land acquisition	- Council resolution	4-6	- Council resolution	Housing Snr Admin Officer and Housing Clerk
	Vryheid Ext 16 Phase 2 (1597)	- Council resolution for land acquisition	- Council resolution	4-6	- Council resolution	Housing Snr Admin Officer and Housing Clerk
	Project Implementation Bhekumthetho (1000 units)	- Submit recovery and catch-up plan	- New project implementation plan	4-6	- Recovery plan - New construction plan	Housing Snr Admin Officer and Housing Clerk
	Vryheid Ext 16 (903 units)	- Construct 590 houses	- Construct 590 units - Handover 590 hand over	4-6	- Final completion certificates - Final P5 forms	Housing Snr Admin Officer and Housing Clerk
	Property transfers Mzamo Housing Project (500 title deeds)	- Land donation from Rural development	- Report of request for land	4-6	- In principle approval for land donation	Housing Snr Admin Officer and Housing Clerk
	Bhekuzu Phase 6 A (485 Title deeds)	- Subsidy alignment proposal	- Alignment proposal report	4-6	- Alignment proposal	Housing Snr Admin Officer and Housing Clerk
	Illegal Occupants Bhekuzulu Phase 6 B (100 units illegally occupied)	- Request COGTA assistance	- Motivational memo for COGTA support	4-6	- Letter confirming support from COGTA	Housing Snr Admin Officer and Housing Clerk
	Corronation Housing Project (Building)	- Identify alternative sites	- Draft portfolio report for MM	4-6	Draft portfolio report for MM approval	Housing Snr Admin Officer

	encroachments x 12)		approval			and Housing Clerk
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WEEKLY PLANNING : KPA – Land Use Management – 2013/2014

SDBIP Reference	PRIORITY AREA	MONTHLY TARGET	WEEKLY	DAILY ACTIVITIES	
	Land Use Management and Building Control	<ul style="list-style-type: none"> - Portfolio recommendations - Exco recommendations - Council recommendations - Contravention enforcement 	<ul style="list-style-type: none"> - Application assessments - Contravention management 	1-4	<p>Town Planning:</p> <ul style="list-style-type: none"> - Planning administration - Assessing all applications - Contravention citations - Commenting on SDF draft - DFA application comments - Building Control Comments - Counter queries <p>Building Control:</p> <ul style="list-style-type: none"> - Assessing building applications - Commenting on building line relaxations - Building inspections - As build drawing submissions - Occupational certificates
	Review LUMS	<ul style="list-style-type: none"> - First draft LUMS report 	<ul style="list-style-type: none"> - Consolidate current LUMS with draft LUMS - Align LUMS with PDA - Align LUMS with SPLUMA 	1-4	<ul style="list-style-type: none"> - Comments on Current LUMS and draft LUMS - Minutes of Planning Sessions
	GIS	<ul style="list-style-type: none"> - Maintain and annotate data and maps 	<ul style="list-style-type: none"> - Counter Queries - Assist Internal Depts. with information requirements - Preparation of Maps - External site visits on request 	1-4	<ul style="list-style-type: none"> - Information Issue Register - Training report DPSS

			- GIS Training		
	Spatial Development Planning	- Draft Contextual report - Draft Spatial Analysis	- Review UDF Contextual Analysis - Review of Nodes and Corridors	1-4	- Draft Report - Minutes of Progress Meetings
	Precinct planning -	- Draft precinct plans <i>Coronation/Hlobane</i> <i>eMondlo</i> <i>Louwsburg</i>	- Projects Prioritization - Louwsburg participation	1-4	- Project List
	Urban design framework	- Stakeholder Consultation - Community Comments	- Public Participation	1-4	- Attendance Registers - Actual Comments - Newspaper advert
	Vryheid Truck City	- Preparing of proposal call documentation	- Draft proposal call documents - Draft land availability agreement	4-6	- Draft proposal call documents - Draft land availability agreement

SDBIP Referenc	PRIORITY AREA	MONTHLY TARGET	WEEKLY	DAILY ACTIVITIES	
		Informal trading upgrade	- Mason Park Construction - Daemonia Lane Construction - Mason Street Construction	- Construction of Phase 1 - Site Establishment - Site establishment	1-4
	eMondlo Commercial Centre	- Determine extent of Commercial centre - Identify property details	- Site investigations - Determine property extent - Verify property ownership	1-4	- Draft report
	Special Purpose Vehicle Proposed structure for Flagship Projects	- Draft feasibility report	- Consultation with DEDT - Draft report	1-4	- Minutes of meeting with DEDT - Draft report
	Tourism Plan	- Review comments to Zululand plan	- Meeting with Zululand - Report on comments to Zulu Land Tourism plan	1-4	- Minutes of meeting - Report of comments
	Tourism and Marketing Campaigns	- Distribution of the Vryheid Tourism Brochures - Conduct Road Safety and Tourism Awareness	- Distribution of the Vryheid Tourism Brochures - Conduct Road Safety and Tourism Awareness	41-4	- Adverts and Photos - Activity planning

		<p>Campaigns (Road Stall) – pictures and report back memo.</p> <ul style="list-style-type: none"> - Educational Tourism Tours throughout the Abaqulusi Region and surrounding areas 	<p>Campaigns (Road Stall) – pictures and report back memo.</p> <ul style="list-style-type: none"> - Educational Tourism Tours throughout the Abaqulusi Region and surrounding areas 		
	Municipality's Housing Sector Plan	<ul style="list-style-type: none"> - Ward Councilor Prioritization of projects - Tabling of prioritization to portfolio 	<ul style="list-style-type: none"> - Portfolio recommendation for prioritizing - Ward Councilor submissions 	1-4	- Ward Councilor Prioritization List
	Housing Forums	<ul style="list-style-type: none"> - Housing Forum held Monthly as per schedule provide by the Department of Human Settlements 	<ul style="list-style-type: none"> - Arrange and host housing forums with all internal and external stakeholders 	1-4	- Attendance registers and minutes
	Project Planning eMondlo A and B (822 Units)	<ul style="list-style-type: none"> - Submission an application for preparation funding 	<ul style="list-style-type: none"> - Prepare funding application 	1-4	- Funding report
	Bhekuzulu Phase 3B (178)	<ul style="list-style-type: none"> - Sub an application for preparation funding 	<ul style="list-style-type: none"> - Prepare funding application 	1-4	- Funding report
	Vumani Housing Project (1000 units)	<ul style="list-style-type: none"> - Draft desktop studies 	<ul style="list-style-type: none"> - Draft desktop study reports 	1-4	- Desktop reports

SDBIP Reference	PRIORITY AREA	MONTHLY TARGET	WEEKLY	DAILY ACTIVITIES	
	Enyathi Housing Projects (598 units)	- Prepare application for Trench 1	- Trench 1 funding report	1-4	- Desktop reports
	Gluckstad Rural (1115 Units)	- Draft desktop studies	- Draft desktop study reports	1-4	- Desktop reports
	Vrede/Cliffdale (822 Units)	- Council resolution for land acquisition	- Council resolution	1-4	- Council resolution
	Vryheid Ext 16 Phase 2 (1597)	- Council resolution for land acquisition	- Council resolution	1-4	- Council resolution
	Project Implementation Bhekumthetho (1000 units)	- Submit recovery and catch-up plan	- New project implementation plan	1-4	- Recovery plan - New construction plan
	Vryheid Ext 16 (903 units)	- Construct 590 houses	- Construct 590 units - Handover 590 hand over	1-4	- Final completion certificates - Final P5 forms
	Property transfers Mzamo Housing Project (500 title deeds)	- Land donation from Rural development	- Report of request for land	1-4	- In principle approval for land donation
	Bhekuzu Phase 6 A (485 Title deeds)	- Subsidy alignment proposal	- Alignment proposal report	1-4	- Alignment proposal
	Illegal Occupants Bhekuzulu Phase 6 B (100 units illegally occupied)	- Request COGTA assistance	- Motivational memo for COGTA support	1-4	- Letter confirming support from COGTA
	Corronation Housing Project (Building encroachments x 12)	- Identify alternative sites	- Draft portfolio report for MM approval	1-4	- Draft portfolio report for MM approval

NOVEMBER REPORT: 2013/2014

KPI: LAND USE MANAGEMENT AND SPATIAL PLANNING

PRIORITY	MONTHLY	DONE/NOT DONE	REASON/PORTFOLIO OF EVIDANCE	REQUIRED INTERVENTIONS	RESPONSIBLE PERSON(S)
Land Use management	All applications fully assessed and submitted for recommendation by the portfolio committee.	- Done	- Resolutions and portfolio reports with attached application records.	- Appointment of full approved staff component	- Manager Planning and Planning Technician
	Attend to all appeal hearings fully	- There are no appeals currently	- N/A	- N/A	- Manager Planning and Planning Technician
	Issuing of contravention notices	- Done	- Issued notices are attached in comprehensive report	- Appointment of full development control staff component	- Manager Planning and Planning Technician
Geographic information systems	Compiling and registering all spatial information.	- Done	- Record of inquiry printouts	N/A	- Manager Planning and GIS officer
	Distributing spatial information to the community	- Done	- Record of inquiry printouts	- N/A	- Manager Planning and GIS officer
Building Control	Attend to all building plan submissions.	- Done	- Record of evidence is found in the attached report.	- We need to urgently appoint a Building Control inspector. - We need to urgently amend the organogram to add a plan examiner.	- Manager Planning and Building inspector
	Building inspections	- Done	- Record of all inspections attached in comprehensive report.	- Appoint all inspectors as per organogram.	- Manager Planning and Building inspector
	Issuing of building contravention notices.	- Done	- Record of all contraventions attached in comprehensive report.	- Appoint all inspectors as per organogram.	- Manager Planning and Building inspector

KPA: Spatial Development Framework

PRIORITY	Monthly	DONE/NOT DONE	REASON/PORTFOLIO OF EVIDANCE	REQUIRED INTERVENTIONS	RESPONSIBLE PERSON(S)
Spatial Development Framework Planning	Draft contextual assessment	- Done	- Draft Urban Design Framework Plan	- N/A	- Acting Director and Manager Planning
Urban Design Framework Plan	Facilitating site investigations Objective determination Visioning and concept planning	- Done	- Draft Urban Design Framework Plan	- N/A	- Acting Director and Manager Planning
Precinct Planning	Finalize community engagements – Hlobane/Coronation	Done	- N/A	- N/A	- Acting Director, Manager Planning and P.M.U
	Finalize community engagements – Louwsburg	Not done	- Exco has not taken place to recommend to Council for approval	- An alternative EXCO meeting date is still to be scheduled	- Acting Director, Manager Planning and P.M.U
Mining Town Regeneration Strategy	Gaining stakeholder support for the Agri-Village concept.	- Done	- N/A	- Appoint LED manager	Acting Director
Vryheid Truck City	Portfolio approval for going out on proposal call.	- Done	- N/A	- Appoint LED manager	Acting Director
Revitalization of Vryheid Town Centre	Detailed Mason Street designs	- Done	- N/A	- Appoint LED manager	Acting Director
eMondlo Town Centre Development	Identification of commercial site Determination of funding sources	- Not done	- In progress as part of Land Audit	- Appoint LED manager	Acting Director
Vryheid Truck City	Portfolio approval for going out on proposal call.	- Done	- N/A	- Appoint LED manager	Acting Director
Louwsburg Town Centre Development	Preparation of detailed brief	- Not done	- In preparation	- Appoint LED manager	Acting Director
Tourism and Marketing	Setup Tourism Committee Determine review aspects on current plan Participation on draft strategy	- Done	- N/A	- Appoint LED manager	Acting Director

	Draft Investment Retention Strategy	- Done	- N/A	- Appoint LED manager	Acting Director
	Consultation with Tourism bodies on Marketing	- Done	- N/A	- Appoint LED manager	Acting Director

KPA: HOUSING 2013/2014

PRIORITY	Monthly	DONE/NOT DONE	REASON/PORTFOLIO OF EVIDANCE	REQUIRED INTERVENTIONS	RESPONSIBLE PERSON(S)
Housing Sector Plan	Obtain information from ward councilors and updating of plan internally	Done	Housing Sector Plan finalized and approved by Council.	None	Director Development Planning , SAO- Housing
Vryheid Ext 16 Housing Project	<ul style="list-style-type: none"> Contractor on site In the process of securing land for phase 2 	Done	Awaiting Council Resolution as per request from Department of Human Settlements for phase 2 land.	Council meeting still to be scheduled.	Director Development Planning , SAO- Housing
Bhekumthetho Housing Project approved by Dept. of Human Settlements	To appoint implementing agent to commence with project	Done	Agent appointed and housing project has produced 9 completed houses.	Planning	Director Development Planning , SAO- Housing
Gluckstadt Housing Project	To complete a feasibility study, advertise for proposals and appoint an implementing agent	Done	Implementing agent is busy with the 6 key areas of the project	Planning	Director Development Planning , SAO- Housing
Enyathi Housing Project	To complete feasibility study, advertise for proposals and appoint an implementing agent	Done	Implementing agent is busy with the 6 key areas of the project	Planning	Director Development Planning , SAO- Housing
Vumani Housing Project	implementing agent to commence with project	Done	Implementing agent is busy with the 6 key areas of the project	Planning	Director Development Planning , SAO- Housing
Housing Project eMondlo A & B. Bhekuzulu 3B	Implementing Agent to be appointed and package the project.	Done	Application for preparation funding has been submitted to Department of human Settlements	Planning	Director Development Planning , SAO- Housing

SECOND QUARTER MONTHLY AND WEEKLY PLAN 2013/2014

DECEMBER – MONTH 6 – PLANNING:

SDBIP Reference	KPI: LAND USE MANAGEMENT AND SPATIAL PLANNING				
	PRIORITY AREA	QUARTERLY TARGET	MONTHLY	WEEKLY	RESPONSIBLE PERSON
2	Land Use Management and Building Control	<u>Town Planning:</u> - Application assessments - Contravention management <u>Building Control:</u>	- Planning administration	- Recording of incoming applications. - Circulation of each application for comment.	Snr Town Planner, DPSS and Building Officer
			- Assessing all applications	- Assessment of each application fully - Submission of reports to portfolio committee with recommendations.	
			- Contravention citations	- Issuing of contravention notices - Legal persuasion on contraventions	
			- Commenting on SDF draft	- Comments on applications	
			- DFA application comments	- Comments on applications	
			- Building Control Comments	- Comments	
			- Counter queries	- Counter register	
			Assessing building applications	- Registration of incoming building plans - Circulation of incoming building plans for comment - Final plan signing of plans	
			- Commenting on building line relaxations	- Commenting	
			- Building inspections	- Inspection report	
- Contraventions	- Issuing of building contravention notices - Following up on contraventions - Issuing legal notices on contraventions				
2	Review LUMS	- First draft LUMS report	- Consolidate current LUMS with draft LUMS	- Comments on Current LUMS and draft LUMS	Planning Snr Admin Officer and Dir Planning

			<ul style="list-style-type: none"> - Align LUMS with PDA - Align LUMS with SPLUMA 	<ul style="list-style-type: none"> - Minutes of Planning Sessions 	
3	GIS	<ul style="list-style-type: none"> - Maintain and annotate data and maps 	<ul style="list-style-type: none"> - Counter Queries - Assist Internal Depts. with information requirements - Preparation of Maps - External site visits on request - GIS Training 	<ul style="list-style-type: none"> - Information Issue Register - Training report DPSS 	DPSS GIS and GIS Officer
4	Spatial Development Planning	<ul style="list-style-type: none"> - Draft Contextual report - Draft Spatial Analysis 	<ul style="list-style-type: none"> - Review UDF Contextual Analysis - Review of Nodes and Corridors 	<ul style="list-style-type: none"> - Draft Report - Minutes of Progress Meetings 	ALEDI, Snr Planner, DPSS GIS and Snr Town Planner
5	Precinct planning - Mining Town regeneration - Small Town Revitalization	<ul style="list-style-type: none"> - Draft precinct plans <i>Coronation/Hlobane</i> <i>eMondlo</i> <i>Louwsburg</i> 	<ul style="list-style-type: none"> - Projects Prioritization - Louwsburg Community Participation 	<ul style="list-style-type: none"> - Project List - Attendance Register 	ALEDI, Snr Planner, DPSS GIS and Snr Town Planner

SDBIP Reference	KPI: LAND USE MANAGEMENT (Continues)				
	PRIORITY AREA	QUARTERLY TARGET	MONTHLY	WEEKLY	RESPONSIBLE PERSON
6	Urban design framework	<ul style="list-style-type: none"> - Stakeholder Consultation - Community Comments 	<ul style="list-style-type: none"> - Public Participation 	<ul style="list-style-type: none"> - Attendance Registers - Actual Comments - Newspaper advert 	ALEDI, Snr Planner, DPSS GIS and Snr Town Planner
7	Vryheid Truck City	<ul style="list-style-type: none"> - Preparing of proposal call documentation 	<ul style="list-style-type: none"> - Draft proposal call documents - Draft land availability 	<ul style="list-style-type: none"> - Draft proposal call documents - Draft land availability agreement 	ALEDI, LED Officer and Snr Town Planner and DPSS Snr Town Planner

			agreement		
	Informal trading upgrade	<ul style="list-style-type: none"> - Mason Park Construction - Daemonia Lane Construction - Mason Street Construction 	<ul style="list-style-type: none"> - Complete Construction of Phase 1 - Site Establishment - Site establishment 	<ul style="list-style-type: none"> - Construction Progress Reports - Site Establishments Reports - Site Establishments Reports 	ALEDI, LED Officer and Snr Town Planner and DPSS Snr Town Planner

SDBIP Reference	LOCAL ECONOMIC DEVELOPMENT AND TOURISM				
	PRIORITY AREA	QUARTERLY TARGET	MONTHLY	WEEKLY	RESPONSIBLE PERSON
	LED Strategy Review	-Develop T.O.R	- Develop T.O.R	- Draft T.O.R signed by MM	-ALEDI and LED Officer
	Informal Trading Policy and Bylaw	<ul style="list-style-type: none"> - Review current Policy and bylaw 	<ul style="list-style-type: none"> - Develop draft review to table to portfolio 	<ul style="list-style-type: none"> - Exco recommendation 	-ALEDI and LED Officer
	eMondlo Commercial Centre	<ul style="list-style-type: none"> - Determine extent of Commercial centre - Identify property details 	<ul style="list-style-type: none"> - Site investigations - Determine property extent - Verify property ownership 	<ul style="list-style-type: none"> - Draft report 	-ALEDI and LED Officer
	Special Purpose Vehicle Proposed structure for Flagship Projects	<ul style="list-style-type: none"> - Draft feasibility report 	<ul style="list-style-type: none"> - Consultation with DEDT - Draft report 	<ul style="list-style-type: none"> - Minutes of meeting with DEDT - Draft report 	-ALEDI and LED Officer
	Tourism Plan	<ul style="list-style-type: none"> - Review comments to Zululand plan 	<ul style="list-style-type: none"> - Meeting with Zululand - Report on comments to Zulu Land Tourism plan 	<ul style="list-style-type: none"> - Minutes of meeting - Report of comments 	-Tourism Officer

SDBIP	LOCAL ECONOMIC DEVELOPMENT AND TOURISM				
	PRIORITY AREA	QUARTERLY TARGET	MONTHLY	WEEKLY	RESPONSIBLE PERSON
	Tourism and Marketing Campaigns	<ul style="list-style-type: none"> - Distribution of the Vryheid Tourism Brochures - Conduct Road Safety and Tourism Awareness Campaigns (Road Stall) – pictures and report back memo. - Educational Tourism Tours throughout the Abaqulusi Region and surrounding areas 	<ul style="list-style-type: none"> • Distribution of the Vryheid Tourism Brochures • Conduct Road Safety and Tourism Awareness Campaigns (Road Stall) – pictures and report back memo. - Educational Tourism Tours throughout the Abaqulusi Region and surrounding areas 	<ul style="list-style-type: none"> - Adverts and Photos - Approval from MM - Attendance Reg 	-Tourism Officer

SDBIP Reference	HOUSING				
	PRIORITY AREA	QUARTERLY TARGET	MONTHLY	WEEKLY	RESPONSIBLE PERSON
	Municipality's Housing Sector Plan	<ul style="list-style-type: none"> - Ward Councilor Prioritization of projects - Tabling of prioritization to portfolio 	<ul style="list-style-type: none"> - Ward Councilor submissions - Portfolio recommendation for prioritizing 	<ul style="list-style-type: none"> - Ward Councilor submissions - Final submissions 	Housing Snr Admin Officer
	Housing Forums	<ul style="list-style-type: none"> - Housing Forum held Monthly as per schedule provide by the Department of Human Settlements 	<ul style="list-style-type: none"> - Arrange and host housing forums with all internal and external stakeholders 	<ul style="list-style-type: none"> - Attendance registers and minutes 	Housing Snr Admin Officer and Housing Clerk
	Project Planning eMondlo A and B (822 Units)	<ul style="list-style-type: none"> - Submission of application for preparation funding 	<ul style="list-style-type: none"> - Prepare funding application 	<ul style="list-style-type: none"> - Funding report 	Housing Snr Admin Officer and Housing Clerk
	Bhekuzulu Phase 3B (178)	<ul style="list-style-type: none"> - Sub an application for preparation funding 	<ul style="list-style-type: none"> - Prepare funding application 	<ul style="list-style-type: none"> - Funding report 	Housing Snr Admin Officer and Housing Clerk
	Vumani Housing Project (1000 units)	<ul style="list-style-type: none"> - Draft desktop studies 	<ul style="list-style-type: none"> - Draft desktop study reports 	<ul style="list-style-type: none"> - Desktop reports 	Housing Snr Admin Officer and Housing Clerk

SDBIP Reference	HOUSING				
	PRIORITY AREA	QUARTERLY TARGET	MONTHLY	WEEKLY	RESPONSIBLE PERSON
	Enyathi Housing Projects (598 units)	- Prepare application for Trench 1	- Trench 1 funding report	- Desktop reports	Housing Snr Admin Officer and Housing Clerk
	Gluckstad Rural (1115 Units)	- Draft desktop studies	- Draft desktop study reports	- Desktop reports	Housing Snr Admin Officer and Housing Clerk
	Vrede/Cliffdale (822 Units)	- Council resolution for land acquisition	- Council resolution	- Council resolution	Housing Snr Admin Officer and Housing Clerk
	Vryheid Ext 16 Phase 2 (1597)	- Council resolution for land acquisition	- Council resolution	- Council resolution	Housing Snr Admin Officer and Housing Clerk
	Project Implementation Bhekumthetho (1000 units)	- Submit recovery and catch-up plan	- New project implementation plan	- Recovery plan - New construction plan	Housing Snr Admin Officer and Housing Clerk
	Vryheid Ext 16 (903 units)	- Construct 590 houses	- Construct 590 units - Handover 590 hand over	- Final completion certificates - Final P5 forms	Housing Snr Admin Officer and Housing Clerk
	Property transfers Mzamo Housing Project (500 title deeds)	- Land donation from Rural development	- Report of request for land	- In principle approval for land donation	Housing Snr Admin Officer and Housing Clerk
	Bhekuzu Phase 6 A (485 Title deeds)	- Subsidy alignment proposal	- Alignment proposal report	- Alignment proposal	Housing Snr Admin Officer and Housing Clerk
	Illegal Occupants Bhekuzulu Phase 6 B (100 units illegally occupied)	- Request COGTA assistance	- Motivational memo for COGTA support	- Letter confirming support from COGTA	Housing Snr Admin Officer and Housing Clerk

Coronation Housing Project (Building encroachments x 12)	- Identify alternative sites	- Draft portfolio report for MM approval	Draft portfolio report for MM approval	Housing Snr Admin Officer and Housing Clerk
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REPORTING: MONTH 6 - DECEMBER 2013

KPA: Land Use Management and Building Control 2013

PRIORITY	MONTHLY	DONE/NOT DONE	REASON/PORTFOLIO OF EVIDANCE	REQUIRED INTERVENTIONS	RESPONSIBLE PERSON(S)
	All applications fully assessed and submitted for recommendation by the portfolio committee.	- Done	- Resolutions and portfolio reports with attached application records.	- Appointment of full approved staff component	- Manager Planning and Planning Technician
	Attend to all appeal hearings fully	- There are no appeals currently	- N/A	- N/A	- Manager Planning and Planning Technician
	Issuing of contravention notices	- Done	- Issued notices are attached in comprehensive report	- Appointment of full development control staff component	- Manager Planning and Planning Technician
Geographic information systems	Compiling and registering all spatial information.	- Done	- Record of inquiry printouts	N/A	- Manager Planning and GIS officer
	Distributing spatial information to the community	- Done	- Record of inquiry printouts	- N/A	- Manager Planning and GIS officer
Building Control	Attend to all building plan submissions.	- Done	- Record of evidence is found in the attached report.	- We need to urgently appoint a Building Control inspector. - We need to urgently amend the organogram to add a plan examiner.	- Manager Planning and Building inspector
	Building inspections	- Done	- Record of all inspections attached in comprehensive report.	- Appoint all inspectors as per organogram.	- Manager Planning and Building inspector
	Issuing of building contravention notices.	- Done	- Record of all contraventions attached in comprehensive report.	- Appoint all inspectors as per organogram.	- Manager Planning and Building inspector

KPA: Spatial Development Framework Planning

PRIORITY	Monthly	DONE/NOT DONE	REASON/PORTFOLIO OF EVIDANCE	REQUIRED INTERVENTIONS	RESPONSIBLE PERSON(S)
Spatial Development Framework Planning	Draft contextual assessment	- Done	- Draft Urban Design Framework Plan	- N/A	- Acting Director and Manager Planning
Urban Design Framework Plan	Facilitating site investigations Objective determination Visioning and concept planning	- Done	- Draft Urban Design Framework Plan	- N/A	- Acting Director and Manager Planning
Precinct Planning	Finalize community engagements – Hlobane/Coronation	Done	- N/A	- N/A	- Acting Director, Manager Planning and P.M.U
	Finalize community engagements – Louwsburg	Not done	- Exco has not taken place to recommend to Council for approval	- An alternative EXCO meeting date is still to be scheduled	- Acting Director, Manager Planning and P.M.U

KPA: LOCAL ECONOMIC DEVELOPMENT

PRIORITY	Monthly	DONE/NOT DONE	REASON/PORTFOLIO OF EVIDANCE	REQUIRED INTERVENTIONS	RESPONSIBLE PERSON(S)
Mining Town Regeneration Strategy	Gaining stakeholder support for the Agri-Village concept.	- Done	- N/A	- Appoint LED manager	Acting Director
Vryheid Truck City	Portfolio approval for going out on proposal call.	- Done	- N/A	- Appoint LED manager	Acting Director
Revitalization of Vryheid Town Centre	Detailed Mason Street designs	- Done	- N/A	- Appoint LED manager	Acting Director
eMondlo Town Centre Development	Identification of commercial site Determination of funding sources	- Not done	- In progress as part of Land Audit	- Appoint LED manager	Acting Director
Louwsburg Town Centre Development	Preparation of detailed brief	- Not done	- In preparation	- Appoint LED manager	Acting Director
Tourism and Marketing	Setup Tourism Committee Determine review aspects on current plan Participation on draft strategy	- Done	- N/A	- Appoint LED manager	Acting Director
	Draft Investment Retention Strategy	- Done	- N/A	- Appoint LED manager	Acting Director
	Consultation with Tourism bodies on Marketing	- Done	- N/A	- Appoint LED manager	Acting Director

KPA: HOUSING

PRIORITY	Monthly	DONE/NOT DONE	REASON/PORTFOLIO OF EVIDANCE	REQUIRED INTERVENTIONS	RESPONSIBLE PERSON(S)
Housing Sector Plan	Obtain information from ward councilors and updating of plan internally	Done	Housing Sector Plan finalized and approved by Council.	None	Director Development Planning , SAO- Housing
Vryheid Ext 16 Housing Project	<ul style="list-style-type: none"> Contractor on site In the process of securing land for phase 2 	Done	Awaiting Council Resolution as per request from Department of Human Settlements for phase 2 land.	Council meeting still to be scheduled.	Director Development Planning , SAO- Housing
Bhekumthetho Housing Project approved by Dept. of Human Settlements	To appoint implementing agent to commence with project	Done	Agent appointed and housing project has produced 9 completed houses.	Planning	Director Development Planning , SAO- Housing
Gluckstadt Housing Project	To complete a feasibility study, advertise for proposals and appoint an implementing agent	Done	Implementing agent is busy with the 6 key areas of the project	Planning	Director Development Planning , SAO- Housing
Enyathi Housing Project	To complete feasibility study, advertise for proposals and appoint an implementing agent	Done	Implementing agent is busy with the 6 key areas of the project	Planning	Director Development Planning , SAO- Housing
Vumani Housing Project	implementing agent to commence with project	Done	Implementing agent is busy with the 6 key areas of the project	Planning	Director Development Planning , SAO- Housing
Housing Project eMondlo A & B. Bhekuzulu 3B	Implementing Agent to be appointed and package the project.	Done	Application for preparation funding has been submitted to Department of human Settlements	Planning	Director Development Planning , SAO- Housing

3rd QUARTER PLANNING

PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MONTHLY INDICATORS	RESPONSIBLE PERSON	
KPA: SPATIAL PLANNING AND ENVIRONMENT					
SDF	Final SDF with Council Resolution	<ul style="list-style-type: none"> - Review UDF Contextual Analysis - Review of Nodes and Corridors 	7	<ul style="list-style-type: none"> - Draft Report - Minutes of Progress Meetings 	Director: Dev. Plan, Snr Town Planner, DPSS
			8		
			9		
Precinct Plans	<ul style="list-style-type: none"> - Implementation of the Precinct Plans - Draft precinct plans <p style="margin-left: 20px;">Coronation/Hlobane eMondlo & Louwsburg</p>	<ul style="list-style-type: none"> - Projects Prioritization - Louwsburg Community Participation 	7	<ul style="list-style-type: none"> - Project List - Attendance Register 	Director: Dev. Plan, Snr Town Planner, DPSS, ALEDI
			8		
			9		
UDF	Implementation of UDF	<ul style="list-style-type: none"> - Meetings with Service Provider - Public Meetings to Finalise Projects 	7	<ul style="list-style-type: none"> - Final Draft UDF and Council Resolution - Project List - Attendance Registers 	Director: Dev. Plan, Snr Town Planner, DPSS, ALEDI
			8		
			9		
LUMS	Implementation of Final	- Consolidate current	7	- Comments on	Director: Dev. Plan, Snr

	Vryheid and Bhekuzulu Schemes	LUMS with draft LUMS - Align LUMS with PDA - Align LUMS with SPLUMA	8 9	Current LUMS and draft LUMS - Minutes of Planning Sessions	Town Planner, DPSS
GIS	Maintain and annotate data and maps	- Counter Queries - Assist Internal Depts. with information requirements - Preparation of Maps - External site visits on request - GIS Training	7 8 9	- Information Issue Register - Training report DPSS	Director: Dev. Plan, GIS Technician, IT
Building Inspectorate	Ensure Compliance and Deal with Contraventions	-Assessing building applications -Commenting on building line relaxations - Building inspections - As build drawing submissions -Occupational certificates	7 8 9	-Building Plan Register -Photos of site visits -Copies of -Contravention Letters - Occupation certificates	Director: Dev. Plan, Snr Town Planner, DPSS, Building Inspector

PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MONTHLY INDICATORS		RESPONSIBLE PERSON
KPA: Basic Service Delivery and Infrastructure Development					
Housing Sector Plan	- Ward Councilor Prioritization of projects - Tabling of prioritization to portfolio	- Prioritization of projects -Portfolio recommendation for prioritizing -Ward Councilor submissions	7	- Ward Councilor Prioritization List	Director: Dev. Plan and Housing Officer
			8		
			9		
Housing Forum	- Housing Forum held Monthly as per schedule provide by the Department of Human Settlements	- Arrange and host housing forums with all internal and external stakeholders	7	- Attendance Register	Director: Dev. Plan and Housing Officer
			8		
			9		
PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MONTHLY INDICATORS		RESPONSIBLE PERSON
KPA: LOCAL ECONOMIC DEVELOPMENT					
Mining Town Regeneration Strategy	Prepared Business Plan	Preparation of Business Plan	7	Draft project list	Director: Dev. Plan, ALEDI, LED Officer
			8		
			9		

Vryheid Truck City	Preparing of proposal call documentation	Draft proposal call documents Draft land availability agreement	7	Draft proposal call documents Draft land availability agreement	Director: Dev. Plan, ALEDI, LED Officer
			8		
			9		
Vryheid Town Revitalisation	- Mason Park Construction - Demonia Lane Construction - Mason Street Construction - On-going Construction -Progress Reports -Installed Water Feature, lighting and garden furniture	- Complete Construction (for park Phase 1)	7	- Construction Progress Reports	Director: Dev. Plan, ALEDI, LED Officer
			8		
			9		
eMondlo Commercial Centre	Identify property details	-Site investigations -Determine property extent - Verify property ownership	7	- Draft report	Director: Dev. Plan, ALEDI, LED Officer
			8		
			9		
Louwsburg Town Centre Revitalisation	Engage in Community Meetings with potential funders	- Invite potential investors to community meetings	7	- Attendance Register - Minutes of Meeting	Director: Dev. Plan, ALEDI, LED Officer
			8		
			9		

Tourism Plan	Advertise, inviting comments for Draft Tourism Plan	<ul style="list-style-type: none"> - Meeting with Zululand Tourism - Meeting with Abaqulusi Tourism Association 	7	<ul style="list-style-type: none"> - Minutes of meeting - Prioritized Project List 	Director: Dev. Plan and Tourism Officer
			8		
			9		
Tourism Marketing Campaigns	<ul style="list-style-type: none"> -Distributed Vryheid Tourism Brochures -Educational Tourism Tours 	<ul style="list-style-type: none"> - Distribution of the Vryheid Tourism Brochures - Conduct Road Safety and Tourism Awareness Campaigns (Road Stall) – pictures and report back memo. - Educational Tourism Tours throughout the Abaqulusi Region and surrounding areas 	7	<ul style="list-style-type: none"> - Adverts and Photos - Approval from MM - Attendance Reg 	Director: Dev. Plan and Tourism Officer
			8		
			9		
Tourism Meetings	<ul style="list-style-type: none"> -Meeting Vryheid Tourism Committee -Meeting with KZN Battlefield Route Association -Meeting with KZN Tourism Forum 	<ul style="list-style-type: none"> Hosting and participating in various tourism meetings at local and provincial level to ensure alignment 	7	<ul style="list-style-type: none"> - Agendas - Attendance Registers - Minutes of meeting 	Director: Dev. Plan and Tourism Officer
			8		
			9		

FINANCE

EXECUTIVE SUMMARY FOR FINANCE DEPARTMENT DECEMBER 2013

INTRODUCTION

The Financial Services Department experienced a very difficult period during the half year under review. The audit of financial statements was finalised and there is still a lack of Human Resources. The employment of staff has continued to be problematic during this month, with the Finance Department really under pressure due to a critical shortage of staff. The position of the CFO has not been permanently filled as yet.

REVENUE

Revenue in total increased in the year to date compared to the budget by R15,7 million which represents an 8% increase. Rates is slightly lower by 5% compared to budget. Revenue from service charges is also slightly lower than budget at 2%. Government grants and subsidies are higher by R15 million which represents 34% compared to budget, this is due to the 2nd tranche of equitable share having been received.

An audit of meters commenced in May 2013 this should indicate areas where the municipality should focus in strengthening controls to reduce illegal connections and electricity theft. This is an area that should see a significant increase in the service charge revenue.

EXPENDITURE

Expenditure overall is higher than budget by R529,000 compared to the budget, this is mainly due to savings in employee costs, as the new staff members budgeted for have not been employed as yet. This saving should be higher; this is hampered by the overtime cost, due to vacancies that exist within the technical divisions and the high cost of bulk purchases from ESKOM.

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 services such as 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 well being 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 R17,2m which was mainly funded from Municipal Infrastructure Grant (MIG) and Department of Energy (DOE) grant funding. This represents a 39% spending rate compared to budget. This rate should improve significantly on the coming months as the capital expenditure for MIG is in the procurement process.

All MIG and DOE funds left over at 30 June 2013 have been retained by the municipality as we were able to justify to National Treasury, that the funds were already committed.

EXTERNAL LOANS, INVESTMENTS AND CASH

INTRODUCTION

The municipality holds a portfolio of investments to the value of R74,6 million, as well as a positive bank balance of R1,5 million.

DEBTORS

Debtors' balances have increased which poses a challenge on the municipality's collection rate which is sitting at 86%. However, with the downturn in the economy it is doubtful whether this rate will improve as forecasted. The outstanding debts have not reduced as expected. A process is in place to address this matter. 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.

CREDITORS

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

SUPPLY CHAIN MANAGEMENT

A supply chain management report is attached which details all tenders awarded over R100k as well as all deviations for the month.

ANNUAL FINANCIAL STATEMENTS

The Annual Financial Statements for 2012/2013 have been prepared in the new GRAP format. The financial statements were audited by AG, and the municipality improved from a disclaimer opinion to a qualified opinion mainly caused by the recording and presentation of infrastructure assets.

DECEMBER PERFORMANCE REPORT

The December report is also attached, the only outstanding item is the migration of the asset register as we await the audit to be completed so that we can migrate the correct and audited version to Munsoft. This will be done during January when the Munsoft system is upgraded to 5i.

JANUARY DEPARTMENTAL PLAN

The January plan has been attached, and details the third quarter activities which include budgeting, working on the adjustment budget and finalizing the audit queries.

CONCLUSION

The financial position of the municipality is still healthy, but 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.

Regards

THAMI MKHWANAZI
CHIEF FINANCIAL OFFICER

1. **PURPOSE**

To comply with Section 71 of the MFMA and the requirements as promulgated in the Government Gazette No 32141 of 17 April 2009, by the provision of a statement to the Mayor and EXCO containing certain financial particulars to achieve MFMA compliance.

2. **DELIBERATION/BACKGROUND**

Strategic Objective: “To ensure good governance, financial viability and optimal institutional transformation with capacity to execute its mandate.”

Section 52(d) and 71 of the MFMA and in terms of Section 28 of the Government Notice 32141 dated 17 April 2009, regarding the “Local Government: Municipal Financial Management Act 2003 Municipal Budget and Reporting Regulations” necessitates that specific financial particulars be reported on and in the format prescribed, hence this report to meet legislative compliance.

“The Mayor of a municipality-

52(d) must, **within 30 days of the end of each quarter** submit a report to Council on the implementation of the budget and the financial state of the municipality;”

“71(1) The Accounting Officer of a municipality must be no later than **10 working days after the end of each month** submit to the Mayor of the municipality, and the relevant National & Provincial Treasury, a statement in the prescribed format on the state of the municipality’s budget reflecting certain particulars for that month and for the financial year up to the end of the month...”.

“28 The monthly budget statement of a municipality must be in the format specified in Schedule C and include all the required tables, charts and explanatory information, taking into account any guidelines issued by the Minister in terms of Section 168(1) of the Act”.

For the period ending 31 December 2013 the thirty working day reporting limit expires on the 30th of January 2014.

Further, Section 31(1) of the Government Gazette No 32141 of 17 April 2009 prescribes the following:

“31(1) The Mayor’s quarterly report on the implementation of the budget and financial state of affairs of the municipality as required by Section 52(d) of the Act must be –

- a) In the format specified in Schedule C and include all the required tables, charts and explanatory information, taking into account any guidelines issued by the Minister in terms of Section 168 (10) of the Act; and
- b) Consistent with the monthly budget statement for October, November and December as applicable; and
- c) **Submitted to the National Treasury and the relevant Provincial Treasury within five days of tabling of the report in the Council.”**

Executive Summary

This is a financial status report which includes accruals and appropriations, which will impact on the operating revenue and expenditure ‘actual’s” for the 2013/2014 financial year.

The Statement of Financial Performance shown in Annexure A, Table C4, is prepared on a similar basis to the prescribed budget format, detailing revenue by source type and expenditure by input type. The summary report indicates the following:

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>	25 601	24 386	(1 215)
<i>Service charges</i>	107 092	105 187	(1 905)
<i>Investment revenue</i>	1 383	1 878	495
<i>Transfers recognised - operational</i>	46 040	61 559	15 519
<i>Other own revenue</i>	5 385	8 225	2 841
Total Revenue by Source	185 501	201 236	15 735
<i>Employee costs</i>	59 387	52 723	6 665
<i>Remuneration of Councillors</i>	7 174	6 041	1 134
<i>Depreciation & asset impairment</i>	9 706	9 706	-
<i>Finance charges</i>	-	-	-
<i>Materials and bulk purchases</i>	59 643	69 789	(10 146)
<i>Transfers and grants</i>	6 098	5 433	664

<i>Other expenditure</i>	53 289	52 134	1 155
Total Operating Expenditure	195 296	195 825	(529)
(SURPLUS)/DEFICIT	(9 796)	(5 411)	15 206

Cognisance should be taken of the fact that during this 2013/2014 financial year, Abaqulusi Municipality faces the challenge of 'cash flow'. With the decline in the level of payment by consumers as well as excessive expenditure on Overtime and General Expenses a decrease in cash inflow has been resulted. To ensure that Abaqulusi Municipality continues to deliver on its core mandate, stricter controls by all departments will have to be implemented.

A report on cash-flow management initiatives and strategy will be submitted with the half year and adjustment budget of action plans to intervene and resolve cash-flow challenges and to mitigate accompanying risks.

The revenue variance is explained by:

- Property rates – R 1,215,000 (one million, two hundred & fifteen thousand rand) less than budget
- Service charges – R 1,905,000 (one million, nine hundred & five thousand rand) less than budget
- Government Grants and subsidies – Operating – R28,373,000 (twenty eight million, three hundred & seventy three thousand rand) was received for the 2nd tranche of equitable share
- Government Grants and subsidies – Capital – R 11,363,000 (eleven million, three hundred & sixty three thousand rand) was received for MIG
- Investment revenue – R 495,000 (four hundred & ninety five thousand rand) more than budget
- Other Income – R 2,841,000 (two million, eight hundred & forty one thousand rand) more than budget.
- Employee costs – R 6,665,000 (six million, six hundred & sixty five thousand) less than budget. Overtime costs for the month of December of R 995,429 (nine hundred & ninety five thousand, four hundred & twenty nine rand) and the total for the year is R 4,064,978 (four million & sixty four thousand, nine hundred & seventy 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. A schedule of overtime per employee is attached
- Repairs and Maintenance – R 693,726 (six hundred & ninety three thousand, seven hundred & twenty six rand) has been spent on Repairs & Maintenance during December and to date R 6,639,708 (six million, six hundred & thirty nine thousand, seven hundred & eight rand). Included in the year to date total is an amount of R1,3 of outstanding orders.
- Bulk purchases – R 8,478,934 (eight million, four hundred & seventy eight thousand, nine hundred & thirty four rand) was paid to Eskom during December a total amount of R69,788,765 (sixty nine million, seven hundred & eighty eight thousand, seven hundred & sixty five rand) has been paid to Eskom
- General expenses – S & T for the month of December was R 188,111 (one hundred & eighty eight thousand, one hundred & eleven rand) and to date R1,172,225 (one million, one hundred & seventy two thousand, two hundred & twenty five rand). Spending will have to be closely monitored in certain departments to avoid overspending

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 YTD Budget R'000	Dec YTD Actual R'000	Variance Fav(Unfav) R'000
MIG	14 991	9 354	5 637
DoE	4 500	7 431	(2 931)
Own Funding	2 602	468	2 134

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 9,000,000
- Municipal Infrastructure – R 29,982,000

The budget for small capital funded from operating this financial year amounts to R5, 204,000.

Cash Flow Statement (CFS) (Table C7)

The CFS for December 2013 indicates that:

- The cash and cash equivalents closing balance as at the end of December 2013 was R 74,618,000 (seventy four million, six hundred & eighteen thousand rand)
- Grants and subsidies – R 6,855,000 (six million, eight hundred & fifty five thousand rand), this is for the Library grant and DoE
- Cash and creditor payments of R 36,300,000 (thirty six million & three hundred thousand rand) for the month of December
- Expenditure from grants for Free Basic Services for Indigent of R 1,120,341 (one million, one hundred & twenty thousand, three hundred & forty one rand) for the month of December

Outstanding Debtors report (Support Table SC3)

The Debtors report has been prepared on the basis of the format required by National Treasury electronically. The format provides an extended age analysis, as well as an aged analysis by debtor type. The summary indicates that a total of more than R 52,531,000 (fifty two million, five hundred & thirty one thousand rand) is greater than 30 days outstanding.

The chart illustrates that there is an on-going collection problem with respect to debtors greater than 120 days. R 42,573,000 (forty two million, five hundred & seventy three thousand rand) is outstanding in this category.

The Debt Collection section is in the process of reviewing all debts in excess of 120 days to ascertain if these debts are indeed collectable. A report is being submitted by the Manager Income on the status of the debtors and what is of concern is that the collection rate has dropped from 92% in the previous financial year to 88% in this financial year. In this 2nd quarter a total amount of R59 million was billed and only R53 million has been received, this is however R2 million more than in the previous quarter.

Outstanding Creditors Report (Support Table SC4)

The Creditors report has been prepared on the basis of the format required by National Treasury electronically. This format provides an extended aged analysis as well as an aged analysis by creditor type. The summary report indicates that there are no long term outstanding creditors and that the majority of the creditors are Trade Creditors.

The chart illustrates all the Aged Creditors per category.

Investment Portfolio (Supporting Table SC5)

The table and chart indicates the status of the investment portfolio and detail of instruments of where invested for the month was R 74,8 million. The unspent DOE & MIG grant as well as the Equitable Share has been transferred to Notice Deposits for 30 and 60 days.

Staff Expenditure Report

The Staff Expenditure Report is submitted in terms of Section 66 of the MFMA, which states that the Accounting Officer of a municipality must, in a forma and for periods as may be prescribed, report to the Council on all expenditure incurred by the municipality on staff salaries, allowances and benefits, and in a manner that discloses such expenditure per type of expenditure, namely-

- a) Salaries
- b) Contributions for pensions and medical aid
- c) Travel, accommodation, subsistence and other allowances
- d) Housing benefits and allowances
- e) Overtime payments, and
- f) Any other type of benefit or allowance related to staff

In-Year Budget Tables: December 2013 Report

The financial results for the period ended 31 December 2013 (i.e. the second three (3) months of the 2013/2014 financial year) are attached consisting of the following tables, in Annexure A

Part 1

- a) Table C1: Consolidated Monthly Budget Statement – Summary
- b) Table C2: Consolidated Monthly Budget Statement – Financial Performance (standard classification)
- c) Table C3: Consolidated Monthly Budget Statement – Financial Performance (Revenue and Expenditure by municipal vote)
- d) Table C4: Consolidated Monthly Budget Statement – Financial Performance (Revenue & Expenditure)
- e) Table C5: Consolidated Monthly Budget Statement – Capital Expenditure by vote, standard classification and funding
- f) Table C6: Consolidated Monthly Budget Statement – Financial Position
- g) Table C7: Consolidated Monthly Budget Statement – Cash Flow

Part 2

- a) Table SC1: Material variance explanations
- b) Table SC2: Monthly Budget Statement – Performance Indicators
- c) Table SC3: Monthly Budget Statement – Aged Debtors
- d) Table SC4: Monthly Budget Statement – Aged Creditors
- e) Table SC5: Monthly Budget Statement – Investment Portfolio
- f) Table SC6: Monthly Budget Statement – Transfers and grant receipts
- g) Table SC7: Monthly Budget Statement – Transfers and grant expenditures
- h) Table SC8: Monthly Budget Statement – Councillor and Staff Benefits
- i) Table SC9: Monthly Budget Statement – Actual and Revised targets for cash receipts
- j) Table SC13a: Monthly Budget Statement – Capital expenditure on new assets by asset class
- k) Table SC13b: Monthly Budget Statement – Capital expenditure on renewal of existing assets by asset class
- l) Table SC13c: Monthly Budget Statement – Capital expenditure on repairs and maintenance by asset class
- m) Municipal Manager’s quality certification

TABLES

- ♣ **C1 – Monthly Budget Summary**
- ♣ **C2 – Financial Performance – standard classification**
- ♣ **C3 – Financial Performance - by vote**
- ♣ **C4 – Finance Performance – Revenue & Expenditure**
- ♣ **C5 – Capital Expenditure**
- ♣ **C6 – Financial Position**
- ♣ **C7 – Cash Flow**

KZN263 Abaqulusi - Table C1 Monthly Budget Statement Summary - M06 October - December

Description R thousands	2012/13	Budget Year 2013/14							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
Financial Performance									
Property rates	42 328	51 564	–	4 081	24 386	25 601	(1 215)	-5%	48 733
Service charges	185 837	214 234	–	16 976	105 187	107 092	(1 905)	-2%	211 707
Investment revenue	3 970	2 766	–	296	1 878	1 383	495	36%	3 712
Transfers recognised - operational	94 084	92 080	–	28 373	61 559	46 040	15 519	34%	92 080
Other own revenue	9 496	10 771	–	729	8 225	5 385	2 841	53%	10 004
Total Revenue (excluding capital transfers and contributions)	335 715	371 415	–	50 455	201 236	185 501	15 735	8%	366 236
Employee costs	97 398	118 775	–	8 225	52 723	59 387	(6 665)	-11%	100 707
Remuneration of Councillors	12 093	14 348	–	1 052	6 041	7 174	(1 134)	-16%	11 974
Depreciation & asset impairment	62 214	19 411	–	6 470	9 706	9 706	(0)	-0%	7 764
Finance charges	2 350	–	–	–	–	–	–	–	–
Materials and bulk purchases	112 299	119 285	–	8 479	69 789	59 643	10 146	17%	147 144
Transfers and grants	19 155	12 195	–	1 120	5 433	6 098	(664)	–	10 352
Other expenditure	109 368	106 578	–	12 092	52 134	53 289	(1 155)	-2%	96 182
Total Expenditure	414 878	390 593	–	37 439	195 825	195 296	529	0%	374 122
Surplus/(Deficit)	(79 163)	(19 178)	–	13 016	5 411	(9 796)	15 206	-155%	(7 887)
Transfers recognised - capital	22 455	38 982	–	11 363	22 452	12 994	9 458	73%	38 982
Contributions & Contributed assets	–	(44 266)	–	–	–	–	–	–	–
	(56 708)	(24 462)	–	24 379	27 863	3 198	24 664	771%	31 095
Surplus/(Deficit) after capital transfers & contributions									
Share of surplus/ (deficit) of associate	–	–	–	–	–	–	–	–	–
Surplus/ (Deficit) for the year	(56 708)	(24 462)	–	24 379	27 863	3 198	24 664	771%	31 095
Capital expenditure & funds sources									
Capital expenditure	–	44 186	–	1 121	17 253	22 093	(4 840)	-22%	40 105
Capital transfers recognised	–	38 982	–	11 363	22 452	19 491	2 961	15%	38 982
Public contributions & donations	–	–	–	–	–	–	–	–	–
Borrowing	–	–	–	–	–	–	–	–	–

KZN263 Abaqulusi - Table C1 Monthly Budget Statement Summary - M06 October - December

Description	2012/13	Budget Year 2013/14							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands									
Internally generated funds	-	5 204	-	434	2 602	2 602	-		5 204
Total sources of capital funds	-	44 186	-	11 797	25 054	22 093	2 961	13%	44 186
Financial position									
Total current assets	102 916	-	-		115 517				1 543 450
Total non current assets	1 732 329	-	-		990 877				3 179 892
Total current liabilities	76 645	-	-		82 310				977 508
Total non current liabilities	97 092	-	-		99 448				1 165 104
Community wealth/Equity	1 661 508	(19 178)	(19 178)		924 636				2 354 074
Cash flows									
Net cash from (used) operating	47 741	39 215	233	35 799	52 532	13 110	39 421	301%	(5 979)
Net cash from (used) investing	(23 537)	(38 982)	-	(1 236)	(19 142)	(19 491)	349	-2%	(40 482)
Net cash from (used) financing	(947)	-	-	60	837	-	837	#DIV/0!	920
Cash/cash equivalents at the month/year end	59 015	233	233	-	102 168	(6 381)	108 549	-1701%	22 401
Debtors & creditors analysis	0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys-1 Yr	Over 1Yr	Total
Debtors Age Analysis									
Total By Income Source	17 876	5 320	3 949	3 518	52 206	-	-	-	82 869
Creditors Age Analysis									
Total Creditors	24 414	-	-	-	-	-	-	-	24 414

KZN263 Abaqulusi - Table C2 Monthly Budget Statement - Financial Performance (standard classification) - M06 December

Description	Ref	2012/13	Budget Year 2013/14							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands	1									
<u>Revenue - Standard</u>										
Governance and administration		122 308	138 086	-	33 027	89 473	69 043	20 430	30%	136 925
Executive and council		6 161	6 897	-	-	4	3 449	(3 445)	-100%	6 901
Budget and treasury office		115 450	130 460	-	33 000	89 315	65 230	24 086	37%	129 717
Corporate services		697	730	-	27	154	365	(211)	-58%	308
Community and public safety		7 244	8 485	-	305	5 378	4 242	1 135	27%	8 020
Community and social services		2 034	3 524	-	34	3 131	1 762	1 369	78%	3 528
Sport and recreation		-	-	-	-	-	-	-		-
Public safety		5 210	4 961	-	271	2 246	2 480	(234)	-9%	4 492
Housing		-	-	-	-	-	-	-		-
Health		-	-	-	-	-	-	-		-
Economic and environmental services		26 460	3 561	-	147	1 149	1 780	(632)	-35%	3 298
Planning and development		995	208	-	2	49	104	(55)	-53%	98
Road transport		25 465	3 353	-	146	1 100	1 676	(577)	-34%	3 199
Environmental protection		-	-	-	-	-	-	-		-
Trading services		202 057	221 183	-	16 976	105 187	110 592	(5 405)	-5%	217 374
Electricity		133 874	150 245	-	11 028	71 353	75 122	(3 769)	-5%	146 207
Water		36 073	34 688	-	3 140	17 215	17 344	(130)	-1%	34 429
Waste water management		16 411	18 719	-	1 646	9 632	9 359	273	3%	19 264
Waste management		15 699	17 531	-	1 162	6 987	8 766	(1 779)	-20%	17 474
Other	4	100	100	-	-	50	50	-		100
Total Revenue - Standard	2	358 169	371 415	-	50 455	201 236	185 707	15 529	8%	365 717
<u>Expenditure - Standard</u>										
Governance and administration		95 478	91 391	34 103	10 664	43 026	45 741	(2 714)	-6%	88 122
Executive and council		52 232	39 773	34 103	6 509	19 395	19 932	(537)	-3%	37 983
Budget and treasury office		22 756	23 472	-	1 678	10 476	11 736	(1 260)	-11%	22 708
Corporate services		20 490	28 146	-	2 477	13 155	14 073	(917)	-7%	27 431
Community and public safety		31 585	40 486	20 707	2 287	15 182	20 197	(5 015)	-25%	30 561

KZN263 Abaqulusi - Table C2 Monthly Budget Statement - Financial Performance (standard classification) - M06 December

Description	Ref	2012/13	Budget Year 2013/14							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance	Full Year Forecast
Community and social services		15 879	22 010	4 506	1 409	8 891	11 003	(2 112)	-19%	18 151
Sport and recreation		-	-	-	-	-	-	-		-
Public safety		14 228	16 289	16 201	795	5 728	8 101	(2 373)	-29%	11 336
Housing		1 348	2 185	-	83	563	1 093	(530)	-48%	1 074
Health		130	1	-	-	0	0	0	0%	1
Economic and environmental services		79 832	37 925	-	4 198	17 545	18 962	(1 417)	-7%	36 094
Planning and development		3 671	5 144	-	278	2 471	2 572	(101)	-4%	4 244
Road transport		76 161	32 781	-	3 921	15 074	16 391	(1 317)	-8%	31 850
Environmental protection		-	-	-	-	-	-	-		-
Trading services		207 584	220 265	-	19 515	119 141	110 133	9 009	8%	226 914
Electricity		143 340	152 800	-	11 742	83 852	76 400	7 452	10%	156 587
Water		28 557	25 182	-	2 930	13 326	12 591	735	6%	26 668
Waste water management		23 437	24 439	-	3 148	13 123	12 219	904	7%	25 983
Waste management		12 251	17 844	-	1 694	8 840	8 922	(82)	-1%	17 677
Other		399	526	-	26	182	263	(81)	-31%	467
Total Expenditure - Standard	3	414 878	390 593	54 810	36 690	195 076	195 295	(219)	0%	382 158
Surplus/ (Deficit) for the year		(56 708)	(19 178)	(54 810)	13 765	6 160	(9 588)	15 748	-164%	(16 441)

KZN263 Abaqulusi - Table C2 Monthly Budget Statement - Financial Performance (standard classification) - M06 October - December

Description	Ref	2012/13	Budget Year 2013/14							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands	1									
Revenue - Standard										
Municipal governance and administration		122 308	138 086	-	33 027	89 473	69 043	20 430	30%	136 925
Executive and council		6 161	6 897	-	-	4	3 449	(3 445)	(0)	6 901
<i>Mayor and Council</i>		6 161	6 897	-	-	4	3 449	(3 445)	(0)	6 901
<i>Municipal Manager</i>		-	-	-	-	-	-	-		-
Budget and treasury office		115 450	130 460	-	33 000	89 315	65 230	24 086	0	129 717
Corporate services		697	730	-	27	154	365	(211)	(0)	308
<i>Human Resources</i>		516	620	-	-	81	310	(229)	(0)	163
<i>Information Technology</i>		-	-	-	-	-	-	-		-
<i>Property Services</i>		-	-	-	-	-	-	-		-
<i>Other Admin</i>		181	110	-	27	73	55	18	0	145
Community and public safety		7 244	8 485	-	305	5 378	4 242	1 135	0	8 020
Community and social services		2 034	3 524	-	34	3 131	1 762	1 369	0	3 528
<i>Libraries and Archives</i>		1 486	2 888	-	3	2 736	1 444	1 291	0	2 879
<i>Museums & Art Galleries etc</i>		134	143	-	-	143	72	72	0	143
<i>Community halls and Facilities</i>		195	254	-	19	143	127	16	0	286
<i>Cemeteries & Crematoriums</i>		178	192	-	12	97	96	1	0	193
<i>Child Care</i>		-	-	-	-	-	-	-		-
<i>Aged Care</i>		-	-	-	-	-	-	-		-
<i>Other Community</i>		-	-	-	-	-	-	-		-
<i>Other Social</i>		41	47	-	1	13	24	16	0	27
Sport and recreation		-	-	-	-	-	-	-		-
Public safety		5 210	4 961	-	271	2 246	2 480	(234)	(0)	4 492
<i>Police</i>		-	-	-	-	-	-	-		-
<i>Fire</i>		-	-	-	-	-	-	-		-
<i>Civil Defence</i>		-	-	-	-	-	-	-		-
<i>Street Lighting</i>		-	-	-	-	-	-	-		-

KZN263 Abaqulusi - Table C2 Monthly Budget Statement - Financial Performance (standard classification) - M06 October - December

Description	Ref	2012/13	Budget Year 2013/14							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance	Full Year Forecast
<i>Other</i>		5 210	4 961	-	271	2 246	2 480	(234)	(0)	4 492
Housing		-	-	-	-	-	-	-	-	-
Health		-	-	-	-	-	-	-	-	-
<i>Clinics</i>		-	-	-	-	-	-	-	-	-
<i>Ambulance</i>		-	-	-	-	-	-	-	-	-
<i>Other</i>		-	-	-	-	-	-	-	-	-
Economic and environmental services		26 460	3 561	-	147	1 149	1 780	(632)	(0)	3 298
Planning and development		995	208	-	2	49	104	(55)	(0)	98
<i>Economic Development/Planning</i>		995	208	-	2	49	104	(55)	(0)	98
<i>Town Planning/Building enforcement</i>		-	-	-	-	-	-	-	-	-
<i>Licensing & Regulation</i>		-	-	-	-	-	-	-	-	-
Road transport		25 465	3 353	-	146	1 100	1 676	(577)	(0)	3 199
<i>Roads</i>		22 637	160	-	13	107	80	27	0	213
<i>Public Buses</i>		-	-	-	-	-	-	-	-	-
<i>Parking Garages</i>		-	-	-	-	-	-	-	-	-
<i>Vehicle Licensing and Testing</i>		1 976	2 193	-	133	993	1 097	(104)	(0)	1 986
<i>Other</i>		851	1 000	-	-	-	500	(500)	(0)	1 000
Environmental protection		-	-	-	-	-	-	-	-	-
<i>Pollution Control</i>		-	-	-	-	-	-	-	-	-
<i>Biodiversity & Landscape</i>		-	-	-	-	-	-	-	-	-
<i>Other</i>		-	-	-	-	-	-	-	-	-
Trading services		202 057	221 183	-	16 976	105 187	110 592	(5 405)	(0)	217 374
Electricity		133 874	150 245	-	11 028	71 353	75 122	(3 769)	(0)	146 207
<i>Electricity Distribution</i>		133 874	150 245	-	11 028	71 353	75 122	(3 769)	(0)	146 207
<i>Electricity Generation</i>		-	-	-	-	-	-	-	-	-
Water		36 073	34 688	-	3 140	17 215	17 344	(130)	(0)	34 429
<i>Water Distribution</i>		36 073	34 688	-	3 140	17 215	17 344	(130)	(0)	34 429

KZN263 Abaqulusi - Table C2 Monthly Budget Statement - Financial Performance (standard classification) - M06 October - December

Description	Ref	2012/13	Budget Year 2013/14							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance	Full Year Forecast
<i>Water Storage</i>		-	-	-	-	-	-	-	-	
Waste water management		16 411	18 719	-	1 646	9 632	9 359	273	0	19 264
<i>Sewerage</i>		16 411	18 719	-	1 646	9 632	9 359	273	0	19 264
<i>Storm Water Management</i>		-	-	-	-	-	-	-	-	-
<i>Public Toilets</i>		-	-	-	-	-	-	-	-	-
Waste management		15 699	17 531	-	1 162	6 987	8 766	(1 779)	(0)	17 474
<i>Solid Waste</i>		15 699	17 531	-	1 162	6 987	8 766	(1 779)	(0)	17 474
Other		100	100	-	-	50	50	-	-	100
Air Transport		-	-	-	-	-	-	-	-	-
Abattoirs		-	-	-	-	-	-	-	-	-
Tourism		100	100	-	-	50	50	-	-	100
Forestry		-	-	-	-	-	-	-	-	-
Markets		-	-	-	-	-	-	-	-	-
Total Revenue - Standard	2	358 169	371 415	-	50 455	201 236	185 707	15 529	0	365 717
Expenditure - Standard	-									
Municipal governance and administration	-	95 478	91 391	34 103	10 664	43 026	45 741	(2 714)	(0)	88 122
Executive and council	-	52 232	39 773	34 103	6 509	19 395	19 932	(537)	(0)	37 983
<i>Mayor and Council</i>	-	48 573	34 013	34 103	6 159	17 194	17 051	143	0	33 545
<i>Municipal Manager</i>	-	3 659	5 760	-	350	2 200	2 880	(680)	(0)	4 438
Budget and treasury office	-	22 756	23 472	-	1 678	10 476	11 736	(1 260)	(0)	22 708
Corporate services	-	20 490	28 146	-	2 477	13 155	14 073	(917)	(0)	27 431
<i>Human Resources</i>	-	3 238	3 607	-	193	1 378	1 803	(425)	(0)	2 921
<i>Information Technology</i>	-	3 672	4 260	-	215	1 800	2 130	(330)	(0)	3 730
<i>Property Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Other Admin</i>	-	13 579	20 279	-	2 069	9 977	10 139	(163)	(0)	20 780
Community and public safety	-	31 585	40 486	20 707	2 287	15 182	20 197	(5 015)	(0)	30 561

KZN263 Abaqulusi - Table C2 Monthly Budget Statement - Financial Performance (standard classification) - M06 October - December

Description	Ref	2012/13	Budget Year 2013/14							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance	Full Year Forecast
Community and social services	-	15 879	22 010	4 506	1 409	8 891	11 003	(2 112)	(0)	18 151
<i>Libraries and Archives</i>	-	2 139	2 735	-	170	1 199	1 368	(168)	(0)	2 444
<i>Museums & Art Galleries etc</i>	-	225	571	-	16	116	286	(169)	(0)	311
<i>Community halls and Facilities</i>	-	9 367	10 358	-	877	5 216	5 179	36	0	9 378
<i>Cemeteries & Crematoriums</i>	-	1 361	4 510	4 506	97	664	2 253	(1 589)	(0)	2 613
<i>Child Care</i>	-	-	-	-	-	-	-	-	-	-
<i>Aged Care</i>	-	-	-	-	-	-	-	-	-	-
<i>Other Community</i>	-	2 787	3 836	-	248	1 696	1 918	(222)	(0)	3 405
<i>Other Social</i>	-	-	-	-	-	-	-	36	#DIV/0!	-
Sport and recreation	-	-	-	-	-	-	-	-	-	-
Public safety	-	14 228	16 289	16 201	795	5 728	8 101	(2 373)	(0)	11 336
<i>Police</i>	-	-	-	-	-	-	-	-	-	-
<i>Fire</i>	-	-	-	-	-	-	-	-	-	-
<i>Civil Defence</i>	-	-	-	-	-	-	-	-	-	-
<i>Street Lighting</i>	-	-	-	-	-	-	-	-	-	-
<i>Other</i>	-	14 228	16 289	16 201	795	5 728	8 101	(2 373)	(0)	11 336
Housing	-	1 348	2 185	-	83	563	1 093	(530)	(0)	1 074
Health	-	130	1	-	-	0	0	0	0	1
<i>Clinics</i>	-	130	1	-	-	0	0	0	0	1
<i>Ambulance</i>	-	-	-	-	-	-	-	-	-	-
<i>Other</i>	-	-	-	-	-	-	-	-	-	-
Economic and environmental services	-	79 832	37 925	-	4 198	17 545	18 962	(1 417)	(0)	36 094
Planning and development	-	3 671	5 144	-	278	2 471	2 572	(101)	(0)	4 244
<i>Economic Development/Planning</i>	-	3 671	5 144	-	278	2 471	2 572	(101)	(0)	4 244
<i>Town Planning/Building enforcement</i>	-	-	-	-	-	-	-	-	-	-
<i>Licensing & Regulation</i>	-	-	-	-	-	-	-	-	-	-
Road transport	-	76 161	32 781	-	3 921	15 074	16 391	(1 317)	(0)	31 850

KZN263 Abaqulusi - Table C2 Monthly Budget Statement - Financial Performance (standard classification) - M06 October - December

Description	Ref	2012/13	Budget Year 2013/14							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance	Full Year Forecast
<i>Roads</i>	-	72 096	28 563	-	3 646	13 130	14 282	(1 152)	(0)	28 065
<i>Public Buses</i>	-	-	-	-	-	-	-	-	-	-
<i>Parking Garages</i>	-	-	-	-	-	-	-	-	-	-
<i>Vehicle Licensing and Testing</i>	-	1 075	1 219	-	75	535	609	(74)	(0)	1 017
<i>Other</i>	-	2 990	2 999	-	200	1 409	1 500	(90)	(0)	2 768
Environmental protection	-	-	-	-	-	-	-	-	-	-
<i>Pollution Control</i>	-	-	-	-	-	-	-	-	-	-
<i>Biodiversity & Landscape</i>	-	-	-	-	-	-	-	-	-	-
<i>Other</i>	-	-	-	-	-	-	-	-	-	-
Trading services	-	207 584	220 265	-	19 515	119 141	110 133	9 009	0	226 914
Electricity	-	143 340	152 800	-	11 742	83 852	76 400	7 452	0	156 587
<i>Electricity Distribution</i>	-	143 340	152 800	-	11 742	83 852	76 400	7 452	0	156 587
<i>Electricity Generation</i>	-	-	-	-	-	-	-	-	-	-
Water	-	28 557	25 182	-	2 930	13 326	12 591	735	0	26 668
<i>Water Distribution</i>	-	28 557	25 182	-	2 930	13 326	12 591	735	0	26 668
<i>Water Storage</i>	-	-	-	-	-	-	-	-	-	-
Waste water management	-	23 437	24 439	-	3 148	13 123	12 219	904	0	25 983
<i>Sewerage</i>	-	23 437	24 439	-	3 148	13 123	12 219	904	0	25 983
<i>Storm Water Management</i>	-	-	-	-	-	-	-	-	-	-
<i>Public Toilets</i>	-	-	-	-	-	-	-	-	-	-
Waste management	-	12 251	17 844	-	1 694	8 840	8 922	(82)	(0)	17 677
<i>Solid Waste</i>	-	12 251	17 844	-	1 694	8 840	8 922	(82)	(0)	17 677
Other	-	399	526	-	26	182	263	(81)	(0)	467
<i>Air Transport</i>	-	-	-	-	-	-	-	-	-	-
<i>Abattoirs</i>	-	-	-	-	-	-	-	-	-	-
<i>Tourism</i>	-	399	526	-	26	182	263	(81)	(0)	467
<i>Forestry</i>	-	-	-	-	-	-	-	-	-	-
<i>Markets</i>	-	-	-	-	-	-	-	-	-	-

KZN263 Abaqulusi - Table C2 Monthly Budget Statement - Financial Performance (standard classification) - M06 October - December

Description	Ref	2012/13	Budget Year 2013/14							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance	Full Year Forecast
Total Expenditure - Standard	3	414 878	390 593	54 810	36 690	195 076	195 295	(219)	(0)	382 158
Surplus/ (Deficit) for the year		(56 708)	(19 178)	(54 810)	13 765	6 160	(9 588)	15 748	(0)	(16 441)

KZN263 Abaqulusi - Table C3 Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote) - M06 October - December

Vote Description	Ref	2012/13	Budget Year 2013/14							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
Revenue by Vote	1									
Vote 1 - Municipal Governance & Administration		6 161	6 897	-	-	4	3 449	(3 445)	-99.9%	6 901
Vote 2 - Budget & Treasury		115 238	130 460	-	33 000	89 315	65 230	24 086	36.9%	129 717
Vote 3 - Corporate Services		697	730	-	27	154	365	(211)	-57.8%	308
Vote 4 - Community & Public Safety		7 244	8 485	-	305	5 378	4 242	1 135	26.8%	8 020
Vote 5 - Economic & Environmental Services		26 460	3 561	-	147	1 149	1 780	(632)	-35.5%	3 298
Vote 6 - Trading Services		202 057	221 183	-	16 976	105 187	110 592	(5 405)	-4.9%	217 374
Vote 7 - Other		100	100	-	-	50	50	-	-	100
Vote 8 -		-	-	-	-	-	-	-	-	-
Vote 9 -		-	-	-	-	-	-	-	-	-
Vote 10 -		-	-	-	-	-	-	-	-	-
Vote 11 -		-	-	-	-	-	-	-	-	-
Vote 12 -		-	-	-	-	-	-	-	-	-
Total Revenue by Vote	2	357 957	371 415	-	50 455	201 236	185 707	15 529	8.4%	365 717
Expenditure by Vote	1									
Vote 1 - Municipal Governance & Administration		52 232	39 773	34 101	6 509	19 395	19 931	(536)	-2.7%	37 983
Vote 2 - Budget & Treasury		22 756	23 472	-	1 678	10 476	11 736	(1 260)	-10.7%	22 708
Vote 3 - Corporate Services		20 490	28 146	-	2 477	13 155	14 073	(917)	-6.5%	27 431
Vote 4 - Community & Public Safety		31 585	40 486	20 707	2 287	15 182	20 197	(5 015)	-24.8%	30 561
Vote 5 - Economic & Environmental Services		79 832	37 925	-	4 198	17 545	18 962	(1 417)	-7.5%	36 094
Vote 6 - Trading Services		207 584	220 265	-	19 515	119 141	110 133	9 009	8.2%	226 914
Vote 7 - Other		399	526	-	26	182	263	(81)	-30.9%	467
Vote 8 -		-	-	-	-	-	-	-	-	-
Vote 9 -		-	-	-	-	-	-	-	-	-
Vote 10 -		-	-	-	-	-	-	-	-	-
Vote 11 -		-	-	-	-	-	-	-	-	-
Vote 12 -		-	-	-	-	-	-	-	-	-
Total Expenditure by Vote	2	414 878	390 593	54 808	36 690	195 076	195 295	(219)	-0.1%	382 158
Surplus/ (Deficit) for the year	2	(56 921)	(19 178)	(54 808)	13 765	6 160	(9 587)	15 747	-164.3%	(16 441)

KZN263 Abaqulusi - Table C3 Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote) - A - M06 October - December

Vote Description R thousand	Ref	2012/13	Budget Year 2013/14							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
Revenue by Vote	1									
Vote 1 - Municipal Governance & Administration		6 161	6 897	-	-	4	3 449	(3 445)	-100%	6 901
1.1 - Council		-	-	-	-	-	-	-		-
1.2 - Municipal Manager		6 161	6 897	-	-	4	3 449	(3 445)	-100%	6 901
Vote 2 - Budget & Treasury		115 238	130 460	-	33 000	89 315	65 230	24 086	37%	129 717
2.1 - Finance		115 238	130 460	-	33 000	89 315	65 230	24 086	37%	129 717
Vote 3 - Corporate Services		697	730	-	27	154	365	(211)	-58%	308
3.1 - Corporate Admin		181	110	-	27	73	55	18	32%	145
3.2 - IT		-	-	-	-	-	-	-		-
3.3 - Human Resources		516	620	-	-	81	310	(229)	-74%	163
Vote 4 - Community & Public Safety		7 244	8 485	-	305	5 378	4 242	1 135	27%	8 020
4.1 - Community Admin		1 486	2 888	-	3	2 736	1 444	1 291	89%	2 879
4.2 - Community Halls & Sports Facilities		134	143	-	-	143	72	72	100%	143
4.3 - Cemeteries		195	254	-	19	143	127	16	13%	286
4.4 - Libraries		178	192	-	12	97	96	1	1%	193
4.5 - Museums		5 210	4 961	-	271	2 246	2 480	(234)	-9%	4 492
4.6 - Public Safety		-	-	-	-	-	-	-		-
4.7 - Housing		-	-	-	-	-	-	-		-
4.8 - Clinic		41	47	-	1	13	24	(10)	-44%	27
Vote 5 - Economic & Environmental Services		26 460	3 561	-	147	1 149	1 780	(632)	-35%	3 298
5.1 - Development Planning		995	208	-	2	49	104	(55)	-53%	98
5.2 - Technical Admin		22 637	160	-	13	107	80	27	33%	213
5.3 - Roads		851	1 000	-	-	-	500	(500)	-100%	1 000
5.4 - Motor Licensing		1 976	2 193	-	133	993	1 097	(104)	-9%	1 986

KZN263 Abaqulusi - Table C3 Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote) - A - M06 October - December

Vote Description R thousand	Ref	2012/13	Budget Year 2013/14							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance	Full Year Forecast
Vote 6 - Trading Services		202 057	221 183	-	16 976	105 187	110 592	(5 405)	-5%	217 374
6.1 - Electricity Distribution		16 411	18 719	-	1 646	9 632	9 359	273	3%	19 264
6.2 - Water		36 073	34 688	-	3 140	17 215	17 344	(130)	-1%	34 429
6.3 - Sewerage		133 874	150 245	-	11 028	71 353	75 122	(3 769)	-5%	146 207
6.4 - Solid Waste		15 699	17 531	-	1 162	6 987	8 766	(1 779)	-20%	17 474
								-		
								-		
Vote 7 - Other		100	100	-	-	50	50	-		100
7.1 - Tourism		100	100	-	-	50	50	-		100
								-		
								-		
Total Revenue by Vote	2	357 957	371 415	-	50 455	201 236	185 707	15 529	8%	365 717
								-		
Expenditure by Vote	1							-		
Vote 1 - Municipal Governance & Administration		52 232	39 773	34 101	6 509	19 395	19 931	(536)	-3%	37 983
1.1 - Council		3 659	5 760	-	350	2 200	2 880	(680)	-24%	4 438
1.2 - Municipal Manager		48 573	34 013	34 101	6 159	17 194	17 050	144	1%	33 545
								-		
								-		
Vote 2 - Budget & Treasury		22 756	23 472	-	1 678	10 476	11 736	(1 260)	-11%	22 708
2.1 - Finance		22 756	23 472	-	1 678	10 476	11 736	(1 260)	-11%	22 708
								-		
								-		
Vote 3 - Corporate Services		20 490	28 146	-	2 477	13 155	14 073	(917)	-7%	27 431
3.1 - Corporate Admin		13 579	20 279	-	2 069	9 977	10 139	(163)	-2%	20 780
3.2 - IT		3 672	4 260	-	215	1 800	2 130	(330)	-15%	3 730
3.3 - Human Resources		3 238	3 607	-	193	1 378	1 803	(425)	-24%	2 921
								-		
Vote 4 - Community & Public Safety		31 585	40 486	20 707	2 287	15 182	20 197	(5 015)	-25%	30 561
4.1 - Community Admin		2 139	2 735	-	170	1 199	1 368	(168)	-12%	2 444
4.2 - Community Halls & Sports Facilities		225	571	-	16	116	286	(169)	-59%	311
4.3 - Cemeteries		9 367	10 358	-	877	5 216	5 179	36	1%	9 378

KZN263 Abaqulusi - Table C3 Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote) - A - M06 October - December

Vote Description	Ref	2012/13	Budget Year 2013/14							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance	Full Year Forecast
4.4 - Libraries		1 361	4 510	4 506	97	664	2 253	(1 589)	-71%	2 613
4.5 - Museums		14 228	16 289	16 201	795	5 728	8 101	(2 373)	-29%	11 336
4.6 - Public Safety		1 348	2 185	-	83	563	1 093	(530)	-48%	1 074
4.7 - Housing		130	1	-	-	0	1	(0)	-33%	1
4.8 - Clinic		2 787	3 836	-	248	1 696	1 918	(222)	-12%	3 405
								-		
Vote 5 - Economic & Environmental Services		79 832	37 925	-	4 198	17 545	18 962	(1 417)	-7%	36 094
5.1 - Development Planning		3 671	5 144	-	278	2 471	2 572	(101)	-4%	4 244
5.2 - Technical Admin		72 096	28 563	-	3 646	13 130	14 282	(1 152)	-8%	28 065
5.3 - Roads		2 990	2 999	-	200	1 409	1 500	(90)	-6%	2 768
5.4 - Motor Licensing		1 075	1 219	-	75	535	609	(74)	-12%	1 017
								-		
Vote 6 - Trading Services		207 584	220 265	-	19 515	119 141	110 133	9 009	8%	226 914
6.1 - Electricity Distribution		23 437	24 439	-	3 148	13 123	12 219	904	7%	25 983
6.2 - Water		28 557	25 182	-	2 930	13 326	12 591	735	6%	26 668
6.3 - Sewerage		143 340	152 800	-	11 742	83 852	76 400	7 452	10%	156 587
6.4 - Solid Waste		12 251	17 844	-	1 694	8 840	8 922	(82)	-1%	17 677
								-		
Vote 7 - Other		399	526	-	26	182	263	(81)	-31%	467
7.1 - Tourism		399	526	-	26	182	263	(81)	-31%	467
								-		
								-		
Total Expenditure by Vote	2	414 878	390 593	54 808	36 690	195 076	195 295	(219)	(0)	382 158
								-		
Surplus/ (Deficit) for the year	2	(56 921)	(19 178)	(54 808)	13 765	6 160	(9 587)	15 747	(0)	(16 441)

KZN263 Abaqulusi - Table C4 Monthly Budget Statement - Financial Performance (revenue and expenditure) - M06 October - December

Description	Ref	2012/13	Budget Year 2013/14							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
Revenue By Source										
Property rates		41 476	50 711	–	3 963	23 731	25 175	(1 444)	-6%	47 444
Property rates - penalties & collection charges		851	853	–	118	655	426	228	54%	1 290
Service charges - electricity revenue		126 394	146 745	–	11 028	71 353	73 372	(2 019)	-3%	144 780
Service charges - water revenue		30 833	34 739	–	3 140	17 215	17 344	(130)	-1%	33 780
Service charges - sanitation revenue		16 411	18 719	–	1 646	9 632	9 359	273	3%	19 168
Service charges - refuse revenue		12 199	14 031	–	1 162	6 987	7 016	(29)	0%	13 979
Service charges - other		–	–	–	–	–	–	–	–	–
Rental of facilities and equipment		800	687	–	77	639	344	295	86%	1 348
Interest earned - external investments		3 970	2 766	–	296	1 878	1 383	495	36%	3 712
Interest earned - outstanding debtors		9	11	–	–	–	5	(5)	-100%	–
Dividends received		–	–	–	–	–	–	–	–	–
Fines		1 845	1 582	–	113	869	791	78	10%	1 816
Licences and permits		5 216	5 897	–	278	2 233	2 949	(716)	-24%	4 691
Agency services		–	–	–	–	–	–	–	–	–
Transfers recognised - operational		94 084	92 080	–	28 373	61 559	46 040	15 519	34%	92 080
Other revenue		1 626	2 594	–	261	4 485	1 297	3 188	246%	2 150
Gains on disposal of PPE		–	–	–	–	–	–	–	–	–
		335 715	371 415	–	50 455	201 236	185 501	15 735	8%	366 236
Total Revenue (excluding capital transfers and contributions)										
Expenditure By Type										
Employee related costs		97 398	118 775	–	8 225	52 723	59 387	(6 665)	-11%	100 707
Remuneration of councillors		12 093	14 348	–	1 052	6 041	7 174	(1 134)	-16%	11 974
Debt impairment		12 562	1 500	–	–	–	750	(750)	-100%	–
Depreciation & asset impairment		62 214	19 411	–	6 470	9 706	9 706	(0)	0%	7 764
Finance charges		2 350	–	–	–	–	–	–	–	–
Bulk purchases		112 299	119 285	–	8 479	69 789	59 643	10 146	17%	147 144
Other materials		–	–	–	–	–	–	–	–	–
Contracted services		39 307	43 371	–	2 674	17 782	21 686	(3 903)	-18%	36 258
Transfers and grants		19 155	12 195	–	1 120	5 433	6 098	(664)	-11%	10 352

KZN263 Abaqulusi - Table C4 Monthly Budget Statement - Financial Performance (revenue and expenditure) - M06 October - December

Description	Ref	2012/13	Budget Year 2013/14							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
Other expenditure		57 500	61 707	–	9 418	34 352	30 853	3 499	11%	59 924
Loss on disposal of PPE		–	–	–	–	–	–	–		–
Total Expenditure		414 878	390 593	–	37 439	195 825	195 296	529	0%	374 122
Surplus/(Deficit)		(79 163)	(19 178)	–	13 016	5 411	(9 796)	15 206	(0)	(7 887)
Transfers recognised - capital		22 455	38 982	–	11 363	22 452	12 994	9 458	0	38 982
Contributions recognised - capital		–	–	–	–	–	–	–		–
Contributed assets		–	(44 266)	–	–	–	–	–		–
Surplus/(Deficit) after capital transfers & contributions		(56 708)	(24 462)	–	24 379	27 863	3 198			31 095
Taxation								–		
Surplus/(Deficit) after taxation		(56 708)	(24 462)	–	24 379	27 863	3 198			31 095
Attributable to minorities										
Surplus/(Deficit) attributable to municipality		(56 708)	(24 462)	–	24 379	27 863	3 198			31 095
Share of surplus/ (deficit) of associate										
Surplus/ (Deficit) for the year		(56 708)	(24 462)	–	24 379	27 863	3 198			31 095

KZN263 Abaqulusi - Table C5 Monthly Budget Statement - Capital Expenditure (municipal vote, standard classification and funding) - M06 December

Vote Description	Ref	2012/13	Budget Year 2013/14							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands	1									
Multi-Year expenditure appropriation	2									
Vote 1 - Municipal Governance & Administration		-	-	-	-	-	-	-		-
Vote 2 - Budget & Treasury		-	-	-	-	-	-	-		-
Vote 3 - Corporate Services		-	-	-	-	-	-	-		-
Vote 4 - Community & Public Safety		-	-	-	-	-	-	-		-
Vote 5 - Economic & Environmental Services		-	29 982	-	476	9 354	14 991	(5 637)	-38%	29 982
Vote 6 - Trading Services		-	9 000	-	523	7 431	4 500	2 931	65%	9 000
Vote 7 - Other		-	-	-	-	-	-	-		-
Vote 8 -		-	-	-	-	-	-	-		-
Vote 9 -		-	-	-	-	-	-	-		-
Vote 10 -		-	-	-	-	-	-	-		-
Vote 11 -		-	-	-	-	-	-	-		-
Vote 12 -		-	-	-	-	-	-	-		-
Vote 13 -		-	-	-	-	-	-	-		-
Vote 14 -		-	-	-	-	-	-	-		-
Vote 15 -		-	-	-	-	-	-	-		-
Total Capital Multi-year expenditure	4,7	-	38 982	-	999	16 785	19 491	(2 706)	-14%	38 982
Single Year expenditure appropriation	2									
Vote 1 - Municipal Governance & Administration		-	-	-	-	-	-	-		-
Vote 2 - Budget & Treasury		-	300	-	7	16	150	(134)	-89%	38
Vote 3 - Corporate Services		-	560	-	-	48	280	(232)	-83%	114
Vote 4 - Community & Public Safety		-	3 134	-	29	59	1 567	(1 508)	-96%	142
Vote 5 - Economic & Environmental Services		-	680	-	15	229	340	(111)	-33%	549
Vote 6 - Trading Services		-	530	-	72	117	265	(148)	-56%	280
Vote 7 - Other		-	-	-	-	-	-	-		-
Vote 8 -		-	-	-	-	-	-	-		-

KZN263 Abaqulusi - Table C5 Monthly Budget Statement - Capital Expenditure (municipal vote, standard classification and funding) - M06 December

Vote Description R thousands	Ref	2012/13	Budget Year 2013/14							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
Vote 9 -		-	-	-	-	-	-	-		-
Vote 10 -		-	-	-	-	-	-	-		-
Vote 11 -		-	-	-	-	-	-	-		-
Vote 12 -		-	-	-	-	-	-	-		-
Vote 13 -		-	-	-	-	-	-	-		-
Vote 14 -		-	-	-	-	-	-	-		-
Vote 15 -		-	-	-	-	-	-	-		-
Total Capital single-year expenditure	4	-	5 204	-	123	468	2 602	(2 134)	-82%	1 123
Total Capital Expenditure		-	44 186	-	1 121	17 253	22 093	(4 840)	-22%	40 105
Capital Expenditure - Standard Classification										
Governance and administration		-	860	-	7	64	430	(366)	-85%	153
Executive and council		-	-	-	-	-	-	-		-
Budget and treasury office		-	300	-	7	16	150	(134)	-89%	38
Corporate services		-	560	-	-	48	280	(232)	-83%	114
Community and public safety		-	3 134	-	29	59	1 567	(1 508)	-96%	142
Community and social services		-	1 534	-	29	29	767	(739)	-96%	68
Sport and recreation		-	50	-	1	1	25	(24)	-97%	2
Public safety		-	1 550	-	-	30	775	(745)	-96%	71
Housing		-	-	-	-	-	-	-		-
Health		-	-	-	-	-	-	-		-
Economic and environmental services		-	30 662	-	490	9 583	15 331	(5 748)	-37%	30 520
Planning and development		-	350	-	10	222	175	47	27%	532
Road transport		-	30 312	-	480	9 361	15 156	(5 795)	-38%	29 988
Environmental protection		-	-	-	-	-	-	-		-
Trading services		-	9 530	-	595	7 547	4 765	2 782	58%	9 177
Electricity		-	9 100	-	566	7 478	4 550	2 928	64%	9 010

KZN263 Abaqulusi - Table C5 Monthly Budget Statement - Capital Expenditure (municipal vote, standard classification and funding) - M06 December

Vote Description R thousands	Ref	2012/13	Budget Year 2013/14							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
Water	1	-	80	-	26	64	40	24	60%	154
Waste water management		-	50	-	4	6	25	(19)	-78%	13
Waste management		-	300	-	-	-	150	(150)	-100%	-
<i>Other</i>		-	-	-	-	-	-	-		-
Total Capital Expenditure - Standard Classification	3	-	44 186	-	1 121	17 253	22 093	(4 840)	-22%	39 992
Funded by:										
National Government			38 982		11 363	22 452	19 491	2 961	15%	38 982
Provincial Government								-		
District Municipality								-		
Other transfers and grants								-		
Transfers recognised - capital		-	38 982	-	11 363	22 452	19 491	2 961	15%	38 982
Public contributions & donations	5							-		
Borrowing	6							-		
Internally generated funds			5 204		434	2 602	2 602	-		5 204
Total Capital Funding		-	44 186	-	11 797	25 054	22 093	2 961	13%	44 186

KZN263 Abaqulusi - Table C5 Monthly Budget Statement - Capital Expenditure (municipal vote, standard classification and funding) - A - M06 December

Vote Description R thousand	Ref	2012/13	Budget Year 2013/14							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
Capital expenditure - Municipal Vote										
Expenditure of multi-year capital appropriation	1									
Vote 1 - Municipal Governance & Administration		-	-	-	-	-	-	-		-
1.1 - Council										
1.2 - Municipal Manager										
Vote 2 - Budget & Treasury		-	-	-	-	-	-	-		-
2.1 - Finance										
Vote 3 - Corporate Services		-	-	-	-	-	-	-		-
3.1 - Corporate Admin										
3.2 - IT										
3.3 - Human Resources										
Vote 4 - Community & Public Safety		-	-	-	-	-	-	-		-
4.1 - Community Admin										
4.2 - Community Halls & Sports Facilities										
4.3 - Cemeteries										
4.4 - Libraries										
4.5 - Museums										
4.6 - Public Safety										
4.7 - Housing										
4.8 - Clinic										
Vote 5 - Economic & Environmental Services		-	29 982	-	476	9 354	14 991	(5 637)	-38%	29 982
5.1 - Development Planning										
5.2 - Technical Admin										
5.3 - Roads			29 982	-	476	9 354	14 991	(5 637)	-38%	29 982

KZN263 Abaqulusi - Table C5 Monthly Budget Statement - Capital Expenditure (municipal vote, standard classification and funding) - A - M06 December

Vote Description	Ref	2012/13	Budget Year 2013/14							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance	Full Year Forecast
R thousand										
5.4 - Motor Licensing										
Vote 6 - Trading Services		-	9 000	-	523	7 431	4 500	2 931	65%	9 000
6.1 - Electricity Distribution			9 000		523	7 431	4 500	2 931	65%	9 000
6.2 - Water										
6.3 - Sewerage										
6.4 - Solid Waste										
Vote 7 - Other		-	-	-	-	-	-	-		-
7.1 - Tourism										
Total multi-year capital expenditure		-	38 982	-	999	16 785	19 491	(2 706)	-14%	38 982
Capital expenditure - Municipal Vote										
Expenditure of single-year capital appropriation	1									
Vote 1 - Municipal Governance & Administration		-	-	-	-	-	-	-		-
1.1 - Council										
1.2 - Municipal Manager										
Vote 2 - Budget & Treasury		-	300	-	7	16	150	(134)	-89%	38
2.1 - Finance			300	-	7	16	150	(134)	-89%	38
Vote 3 - Corporate Services		-	560	-	-	48	280	(232)	-83%	114
3.1 - Corporate Admin			100	-	-	2	50	(48)	-96%	5
3.2 - IT			400	-	-	46	200	(154)	-77%	109
3.3 - Human Resources			60	-	-	-	30	(30)	-100%	-
Vote 4 - Community & Public Safety		-	3 134	-	29	59	1 567	(1 508)	-96%	142
4.1 - Community Admin			184		29	29	92	(64)	-69%	68

KZN263 Abaqulusi - Table C5 Monthly Budget Statement - Capital Expenditure (municipal vote, standard classification and funding) - A - M06 December

Vote Description	Ref	2012/13	Budget Year 2013/14							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance	Full Year Forecast
R thousand										
4.2 - Community Halls & Sports Facilities		50		1	1	25	(24)	-97%	2	
4.3 - Cemeteries		1 350				675	(675)	-100%	-	
4.4 - Libraries		-				-	-		-	
4.5 - Museums		-				-	-		-	
4.6 - Public Safety		1 550		-	30	775	(745)	-96%	71	
4.7 - Housing		-		-		-	-		-	
4.8 - Clinic		-		-		-	-		-	
							-		-	
							-		-	
Vote 5 - Economic & Environmental Services		-	680	-	15	229	340	(111)	-33%	549
5.1 - Development Planning			350		10	222	175	47	27%	532
5.2 - Technical Admin			40		4	4	20	(16)	-79%	10
5.3 - Roads			270		-	3	135	(132)	-98%	6
5.4 - Motor Licensing			20				10	(10)	-100%	-
								-		
Vote 6 - Trading Services		-	530	-	72	117	265	(148)	-56%	280
6.1 - Electricity Distribution			100		43	47	50	(3)	-6%	113
6.2 - Water			80		26	64	40	24	60%	154
6.3 - Sewerage			50		4	6	25	(19)	-78%	13
6.4 - Solid Waste			300				150	(150)	-100%	-
								-		
Vote 7 - Other		-	-	-	-	-	-	-		-
7.1 - Tourism								-		
								-		
								-		
Total single-year capital expenditure		-	5 204	-	123	468	2 602	(2 134)	(0)	1 123
								-		
Total Capital Expenditure		-	44 186	-	1 121	17 253	22 093	(4 840)	(0)	40 105

KZN263 Abaqulusi - Table C6 Monthly Budget Statement - Financial Position - M06 December

Description	Ref	2012/13	Budget Year 2013/14		YearTD actual	Full Year Forecast
		Audited Outcome	Original Budget	Adjusted Budget		
R thousands	1					
ASSETS						
Current assets						
Cash		54 985	-	-	71 533	985 891
Call investment deposits		-	-	-	-	-
Consumer debtors		11 864	-	-	38 366	398 705
Other debtors		28 445	-	-	(1 661)	73 391
Current portion of long-term receivables		-	-	-	-	-
Inventory		7 621	-	-	7 279	85 463
Total current assets		102 916	-	-	115 517	1 543 450
Non current assets						
Long-term receivables		-	-	-	-	-
Investments		28 225	-	-	28 799	338 705
Investment property		4 883	-	-	-	-
Investments in Associate		-	-	-	-	-
Property, plant and equipment		1 698 705	-	-	961 839	2 841 213
Agricultural		-	-	-	-	-
Biological assets		-	-	-	-	-
Intangible assets		515	-	-	239	(27)
Other non-current assets		-	-	-	-	-
Total non current assets		1 732 329	-	-	990 877	3 179 892
TOTAL ASSETS		1 835 244	-	-	1 106 394	4 723 342
LIABILITIES						
Current liabilities						
Bank overdraft	-	-	-	-	-	-
Borrowing		-	-	-	-	-
Consumer deposits		12 286	-	-	12 725	147 869
Trade and other payables		64 358	-	-	69 585	829 639
Provisions		0	-	-	0	0

KZN263 Abaqulusi - Table C6 Monthly Budget Statement - Financial Position - M06 December

Description	Ref	2012/13	Budget Year 2013/14		YearTD actual	Full Year Forecast
		Audited Outcome	Original Budget	Adjusted Budget		
R thousands	1					
Total current liabilities		76 645	-	-	82 310	977 508
Non current liabilities						
Borrowing		-	-	-	-	-
Provisions		97 092	-	-	99 448	1 165 104
Total non current liabilities		97 092	-	-	99 448	1 165 104
TOTAL LIABILITIES		173 737	-	-	181 758	2 142 612
NET ASSETS	2	1 661 508	-	-	924 636	2 580 729
COMMUNITY WEALTH/EQUITY						
Accumulated Surplus/(Deficit)		1 661 508	(19 178)	(19 178)	924 636	2 354 074
Reserves		-	-	-	-	-
TOTAL COMMUNITY WEALTH/EQUITY	2	1 661 508	(19 178)	(19 178)	924 636	2 354 074

KZN263 Abaqulusi - Table C7 Monthly Budget Statement - Cash Flow - M06 December

Description	Ref	2012/13	Budget Year							
		Audited Outcome	2013/14	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %
R thousands	1									
CASH FLOW FROM OPERATING ACTIVITIES										
Receipts										
Ratepayers and other		243 523	275 008	275 008	16 613	137 944	137 504	440	0%	275 888
Government - operating		94 084	92 080	92 080	28 373	64 464	46 040	18 424	40%	92 080
Government - capital		22 455	38 982	-	11 363	22 452	12 994	9 458	73%	38 982
Interest		3 979	2 777	2 777	298	1 898	1 388	510	37%	3 796
Dividends		-	-	-	-	-	-	-		-
Payments										
Suppliers and employees		(294 820)	(358 436)	(358 436)	(19 870)	(168 971)	(179 218)	(10 247)	6%	(405 530)
Finance charges		(2 325)	-	-	-	-	-	-		-
Transfers and Grants		(19 155)	(11 195)	(11 195)	(978)	(5 255)	(5 598)	(342)	6%	(11 195)
NET CASH FROM/(USED) OPERATING ACTIVITIES		47 741	39 215	233	35 799	52 532	13 110	39 421	301%	(5 979)
CASH FLOWS FROM INVESTING ACTIVITIES										
Receipts										
Proceeds on disposal of PPE		382	-	-	-	-	-	-		-
Decrease (Increase) in non-current debtors		-	-	-	-	-	-	-		-
Decrease (increase) other non-current receivables		-	-	-	-	-	-	-		-
Decrease (increase) in non-current investments		(1 316)	-	-	(115)	(1 889)	-	(1 889)	#DIV/0!	(1 500)
Payments										
Capital assets		(22 603)	(38 982)	-	(1 121)	(17 253)	(19 491)	(2 238)	11%	(38 982)
NET CASH FROM/(USED) INVESTING ACTIVITIES		(23 537)	(38 982)	-	(1 236)	(19 142)	(19 491)	(349)	2%	(40 482)
CASH FLOWS FROM FINANCING ACTIVITIES										
Receipts										
Short term loans		-	-	-	-	-	-	-		-
Borrowing long term/refinancing		-	-	-	-	-	-	-		-
Increase (decrease) in consumer deposits		909	-	-	60	837	-	837	#DIV/0!	920
Payments										

KZN263 Abaqulusi - Table C7 Monthly Budget Statement - Cash Flow - M06 December

Description	Ref	2012/13	Budget Year 2013/14							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands	1									
Repayment of borrowing		(1 856)	-	-	-	-	-	-		
NET CASH FROM/(USED) FINANCING ACTIVITIES		(947)	-	-	60	837	-	(837)	#DIV/0!	920
NET INCREASE/ (DECREASE) IN CASH HELD		23 257	233	233	34 623	34 227	(6 381)			(45 541)
Cash/cash equivalents at beginning:		35 758	-	-		67 941	-			67 941
Cash/cash equivalents at month/year end:		59 015	233	233		102 168	(6 381)			22 401

SUPPORTING TABLES

- ♣ SC1 – Material Variance Explanations
- ♣ SC2 – Performance Indicators
- ♣ SC3 – Aged debtors
- ♣ SC4 – Aged creditors
- ♣ SC5 – Investment portfolio
- ♣ SC6 – Transfers & Grant receipts
- ♣ SC7 – Transfers & Grants expenditure
- ♣ SC8 – Councillor & staff benefits
- ♣ SC9 – Actual's & revised targets for cash receipts
- ♣ SC12 – Capital expenditure trend
- ♣ SC13a – Capital expenditure on new assets
- ♣ SC13c – Expenditure on Repairs & Maintenance

♣ KZN263 Abaqulusi - Supporting Table SC1 Material variance explanations - M06 December

Ref	Description	Variance	Reasons for material deviations	Remedial or corrective steps/remarks
	R thousands			
1	Revenue By Source			
	Investment Revenue	34.00%		
2	Expenditure By Type			
	Remuneration of Councillors	17.00%	Councillors have not yet received their annual increase	Awaiting increase to be gazetted
	Other Expenditure	13.00%	Insurance & Kwanaloga paid annually at beginning of year	
3	Capital Expenditure			
	Transfers recognised	55.00%	All INEG funding received	
4	Financial Position			
5	Cash Flow			
6	Measureable performance			
7	Municipal Entities			
	N/A			

KZN263 Abaqulusi - Supporting Table SC2 Monthly Budget Statement - performance indicators - M06 December

Description of financial indicator	Basis of calculation	Ref	2012/13	Budget Year 2013/14			
			Audited Outcome	Original Budget	Adjusted Budget	YearTD actual	Full Year Forecast
<u>Borrowing Management</u>							
Capital Charges to Operating Expenditure	Interest & principal paid/Operating Expenditure		0.1%	5.0%	0.0%	0.0%	3.2%
Borrowed funding of 'own' capital expenditure	Borrowings/Capital expenditure excl. transfers and grants		0.0%	0.0%	0.0%	0.0%	0.0%
<u>Safety of Capital</u>							
Debt to Equity	Loans, Accounts Payable, Overdraft & Tax Provision/ Funds & Reserves		3.9%	0.0%	0.0%	7.5%	35.2%
Gearing	Long Term Borrowing/ Funds & Reserves		0.0%	0.0%	0.0%	0.0%	0.0%
<u>Liquidity</u>							
Current Ratio	Current assets/current liabilities	1	134.3%	0.0%	0.0%	140.3%	157.9%
Liquidity Ratio	Monetary Assets/Current Liabilities		71.7%	0.0%	0.0%	86.9%	100.9%
<u>Revenue Management</u>							
Annual Debtors Collection Rate (Payment Level %)	Last 12 Mths Receipts/ Last 12 Mths Billing						
Outstanding Debtors to Revenue	Total Outstanding Debtors to Annual Revenue		12.0%	0.0%	0.0%	18.2%	128.9%
Longstanding Debtors Recovered	Debtors > 12 Mths Recovered/Total Debtors > 12 Months Old		0.0%	0.0%	0.0%	0.0%	0.0%
<u>Creditors Management</u>							
Creditors System Efficiency	% of Creditors Paid Within Terms (within MFMA s 65(e))		100.0%	100.0%	100.0%	100.0%	100.0%
<u>Funding of Provisions</u>							
Percentage Of Provisions Not Funded	Unfunded Provisions/Total Provisions						
<u>Other Indicators</u>							
Electricity Distribution Losses	% Volume (units purchased and generated less units sold)/units purchased and generated	2	24.8%			19.4%	22.0%
Water Distribution Losses	% Volume (units purchased and own source less units sold)/Total units purchased and own source	2	54.8%			59.3%	55.0%

KZN263 Abaqulusi - Supporting Table SC2 Monthly Budget Statement - performance indicators - M06 December

Description of financial indicator	Basis of calculation	Ref	2012/13	Budget Year 2013/14			
			Audited Outcome	Original Budget	Adjusted Budget	YearTD actual	Full Year Forecast
Employee costs	Employee costs/Total Revenue - capital revenue		29.0%	32.0%	0.0%	26.2%	27.5%
Repairs & Maintenance	R&M/Total Revenue - capital revenue		0.0%	5.5%	0.0%	2.3%	3.0%
Interest & Depreciation	I&D/Total Revenue - capital revenue		19.2%	5.2%	0.0%	0.0%	3.3%
<u>IDP regulation financial viability indicators</u>	-	-					
i. Debt coverage	(Total Operating Revenue - Operating Grants)/Debt service payments due within financial year)						
ii. O/S Service Debtors to Revenue	Total outstanding service debtors/annual revenue received for services						
iii. Cost coverage	(Available cash + Investments)/monthly fixed operational expenditure						

KZN263 Abaqulusi - Supporting Table SC3 Monthly Budget Statement - aged debtors - M06 December

Description	NT Code	Budget Year 2013/14										Actual Bad Debts Written Off against Debtors	Impairment - Bad Debts i.t.o Council Policy
		0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys-1 Yr	Over 1Yr	Total	Total over 90 days		
R thousands													
Debtors Age Analysis By Income Source													
Trade and Other Receivables from Exchange Transactions - Water	1200	2 832	1 411	1 149	1 128	6 345				12 865	7 473		
Trade and Other Receivables from Exchange Transactions - Electricity	1300	7 522	969	365	215	1 946				11 018	2 162		
Receivables from Non-exchange Transactions - Property Rates	1400	3 139	989	891	834	14 290				20 143	15 124		
Receivables from Exchange Transactions - Waste Water Management	1500	1 451	656	525	457	7 391				10 480	7 849		
Receivables from Exchange Transactions - Waste Management	1600	1 008	456	375	332	5 363				7 534	5 695		
Receivables from Exchange Transactions - Property Rental Debtors	1700									-	-		
Interest on Arrear Debtor Accounts	1810	118	114	109	104	3 265				3 711	3 370		
Recoverable unauthorised, irregular, fruitless and wasteful expenditure	1820									-	-		
Other	1900	1 807	725	534	447	13 606				17 119	14 053		
Total By Income Source	2000	17 876	5 320	3 949	3 518	52 206	-	-	-	82 869	55 724	-	-
2012/13 - totals only										-	-		
Debtors Age Analysis By Customer Group													
Organs of State	2200	1 284	(7)	(176)	(2 838)	1 912				175	(926)		
Commercial	2300	8 066	1 876	1 476	1 426	7 526				20 369	8 951		
Households	2400	6 422	2 475	2 015	1 765	32 664				45 341	34 430		
Other	2500	2 104	976	634	3 165	10 105				16 984	13 270		
Total By Customer Group	2600	17 876	5 320	3 949	3 518	52 206	-	-	-	82 869	55 724	-	-

KZN263 Abaqulusi - Supporting Table SC4 Monthly Budget Statement - aged creditors - M06 December

Description	NT Code	Budget Year 2013/14								Total
		0 - 30 Days	31 - 60 Days	61 - 90 Days	91 - 120 Days	121 - 150 Days	151 - 180 Days	181 Days - 1 Year	Over 1 Year	
R thousands										
Creditors Age Analysis By Customer Type										
Bulk Electricity	0100	9 788								9 788
Bulk Water	0200	-								-
PAYE deductions	0300	1 179								1 179
VAT (output less input)	0400	-								-
Pensions / Retirement deductions	0500	1 356								1 356
Loan repayments	0600	-								-
Trade Creditors	0700	8 525								8 525
Auditor General	0800	1 021								1 021
Other	0900	2 545								2 545
Total By Customer Type	1000	24 414	-	-	-	-	-	-	-	24 414

KZN263 Abaqulusi - Supporting Table SC5 Monthly Budget Statement - investment portfolio - M06 December

Investments by maturity Name of institution & investment ID	Ref	Period of Investment	Type of Investment	Expiry date of investment	Accrued interest for the month	Yield for the month 1 (%)	Market value at beginning of the month	Change in market value	Market value at end of the month
		Yrs/Months							
R thousands									
Municipality									
ABSA (Notice Deposit)			60 Day Notice		1		913		914
ABSA (Guarantee ESKOM)			Spiral Plan				1 490		1 490
ABSA (Call)			Call Account		0		64		64
ABSA (Call)			Call Account		55		15 178		15 233
ABSA (Call)			Call Account		2		720		722
ABSA (Call)			Call Account		6		2 122		2 128
SIMS			Call Account		90		21 177		21 266
FIRST NATIONAL			Call Account		24		5 350		5 373
INVESTEC BANK			Call Account		49		11 064		11 113
STANDARD BANK			Call Account		44		10 817		10 861
STANDARD BANK			Call Account		21		5 707		5 728
Municipality sub-total					292		74 601	-	74 892
Entities									
Entities sub-total					-		-	-	-
TOTAL INVESTMENTS AND INTEREST	2				292		74 601	-	74 892

KZN263 Abaqulusi - Supporting Table SC6 Monthly Budget Statement - transfers and grant receipts - M06 December

Description	Ref	2012/13	Budget Year 2013/14							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
RECEIPTS:	1,2									
-										
Operating Transfers and Grants										
National Government:		30 328	23 635	-	-	13 737	11 818	(4 001)	-33.9%	22 023
Local Government Equitable Share		19 169	11 195		-	1 597	5 598	(4 001)	-71.5%	9 583
Finance Management		1 507	1 550		-	1 550	775			1 550
Municipal Systems Improvement		800	890		-	890	445			890
Integrated National Electrification Programme		8 000	9 000		-	9 000	4 500			9 000
EPWP Incentive		851	1 000		-	700	500			1 000
Other transfers and grants [insert description]	3							-		
Provincial Government:		2 560	2 975	-	-	14 505	1 488	1 518	102.0%	14 625
Sport and Recreation						150		150	#DIV/0!	150
Library		2 560	2 975	-	-	2 855	1 488	1 368	91.9%	2 975
COGTA Small Town Rehabilitation grant						11 500				11 500
District Municipality:		100	100	-	-	50	50	-		100
Tourism		100	100	-	-	50	50	-		100
Other grant providers:		-	-	-	-	-	-	-		-
[insert description]								-		
Total Operating Transfers and Grants	5	32 987	26 710	-	-	28 292	13 355	(2 483)	-18.6%	36 748

KZN263 Abaqulusi - Supporting Table SC6 Monthly Budget Statement - transfers and grant receipts - M06 December

Capital Transfers and Grants										
National Government:		22 455	29 982	-	11 363	22 443	14 991	7 452	49.7%	29 982
Municipal Infrastructure Grant (MIG)		22 455	29 982	-	11 363	22 443	14 991	7 452	49.7%	29 982
Other capital transfers <i>[insert description]</i>								-		
Provincial Government:		-	-	-	-	-	-	-		-
<i>[insert description]</i>								-		
District Municipality:		-	-	-	-	-	-	-		-
<i>[insert description]</i>								-		
Other grant providers:		-	-	-	-	-	-	-		-
<i>[insert description]</i>								-		
Total Capital Transfers and Grants	5	22 455	29 982	-	11 363	22 443	14 991	7 452	49.7%	29 982
TOTAL RECEIPTS OF TRANSFERS & GRANTS	5	55 442	56 692	-	11 363	50 735	28 346	4 969	17.5%	66 730

KZN263 Abaqulusi - Supporting Table SC7(1) Monthly Budget Statement - transfers and grant expenditure - M06 December

Description	Ref	2012/13	Budget Year 2013/14							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
<u>EXPENDITURE</u>										
-										
<u>Operating expenditure of Transfers and Grants</u>										
National Government:		30 328	23 635	-	1 794	13 969	11 818	2 151	18.2%	23 016
Local Government Equitable Share		19 169	11 195		978	5 255	5 598	(342)	-6.1%	10 511
Finance Management		1 507	1 550		273	1 011	775	236	30.4%	2 022
Municipal Systems Improvement		800	890		20	242	445	(203)	-45.7%	483
Integrated National Electrification Programme		8 000	9 000		523	7 431	4 500	2 931	65.1%	9 000
EPWP Incentive		851	1 000		-	30	500	(470)	-94.0%	1 000
Other transfers and grants [insert description]								-		
Provincial Government:		2 560	2 975	-	170	1 199	1 488	(288)	-19.4%	2 399
Sport and Recreation								-		
Library		2 560	2 975		170	1 199	1 488	(288)	-19.4%	2 399
District Municipality:		-	100	-	-	-	50	(50)	-100.0%	100
Tourism			100				50	(50)	-100.0%	100
Other grant providers:		-	-	-	-	-	-	-		-
[insert description]								-		
Total operating expenditure of Transfers and Grants:		32 887	26 710	-	1 964	15 168	13 355	1 813	13.6%	25 514
<u>Capital expenditure of Transfers and Grants</u>										
National Government:		-	29 982	-	476	9 364	14 991	(5 627)	-37.5%	29 982
Municipal Infrastructure Grant (MIG)			29 982		476	9 364	14 991	(5 627)	-37.5%	29 982
Provincial Government:		-	-	-	3 742	8 900	-	8 900	#DIV/0!	17 800

KZN263 Abaqulusi - Supporting Table SC7(1) Monthly Budget Statement - transfers and grant expenditure - M06 December

Description	Ref	2012/13	Budget Year 2013/14							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
COGTA Small Town Rehabilitation					3 292	7 626		7 626	#DIV/0!	15 253
COGTA Thusong Centre					-	313				627
COGTA Water Infrastructure					450	960		960	#DIV/0!	1 920
District Municipality:					-	-		-		-
								-		
Other grant providers:					-	-		-		-
								-		
Total capital expenditure of Transfers and Grants			29 982	-	4 217	18 264	14 991	3 273	21.8%	47 782
TOTAL EXPENDITURE OF TRANSFERS AND GRANTS		32 887	56 692	-	6 181	33 432	28 346	5 086	17.9%	73 296

KZN263 Abaqulusi - Supporting Table SC7(2) Monthly Budget Statement - Expenditure against approved rollovers - M06 December

Description	Ref	Budget Year 2013/14				
		Approved Rollover 2012/13	Monthly actual	YearTD actual	YTD variance	YTD variance %
R thousands						
<u>EXPENDITURE</u>						
-						
<u>Operating expenditure of Approved Roll-overs</u>						
National Government:		-	-	-	-	
Local Government Equitable Share					-	
Finance Management					-	
Municipal Systems Improvement					-	
Integrated National Electrification Programme					-	
EPWP Incentive					-	
Other transfers and grants [insert description]					-	
Provincial Government:		-	-	-	-	
Sport and Recreation					-	
					-	
					-	
Library					-	
District Municipality:		-	-	-	-	
					-	
<i>Tourism</i>					-	
Other grant providers:		-	-	-	-	
<i>[insert description]</i>					-	
Total operating expenditure of Approved Roll-overs		-	-	-	-	
<u>Capital expenditure of Approved Roll-overs</u>						
National Government:		-	-	-	-	

Municipal Infrastructure Grant (MIG)				-	
				-	
				-	
				-	
Other capital transfers [insert description]				-	
Provincial Government:	-	-	-	-	
				-	
District Municipality:	-	-	-	-	
				-	
Other grant providers:	-	-	-	-	
				-	
Total capital expenditure of Approved Roll-overs	-	-	-	-	
TOTAL EXPENDITURE OF APPROVED ROLL-OVERS	-	-	-	-	

KZN263 Abaqulusi - Supporting Table SC8 Monthly Budget Statement - councillor and staff benefits - M06 December

Summary of Employee and Councillor remuneration	Ref	2012/13	Budget Year 2013/14							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands		A	B	C						D
<u>Councillors (Political Office Bearers plus Other)</u>	1									
Basic Salaries and Wages			13 875		1 011	5 806	6 937	(1 131)	-16%	12 773
Pension and UIF Contributions								-		
Medical Aid Contributions								-		
Motor Vehicle Allowance			51		8	41	25	15	60%	90
Cellphone Allowance			423		32	194	211	(18)	-8%	426
Housing Allowances								-		
Other benefits and allowances								-		
Sub Total - Councillors		-	14 348	-	1 052	6 041	7 174	(1 134)	-16%	13 289
% increase	4		#DIV/0!							#DIV/0!
<u>Senior Managers of the Municipality</u>	3									
Basic Salaries and Wages			4 821		510	2 952	2 411	541	22%	5 904
Pension and UIF Contributions								-		
Medical Aid Contributions								-		
Overtime								-		
Performance Bonus								-		
Motor Vehicle Allowance			700		-	-	350	(350)	-100%	-
Cellphone Allowance			120		10	49	60	(12)	-19%	97
Housing Allowances								-		
Other benefits and allowances								-		
Payments in lieu of leave								-		
Long service awards								-		
Post-retirement benefit obligations	2							-		
Sub Total - Senior Managers of Municipality		-	5 641	-	520	3 000	2 821	180	6%	6 001
% increase	4		#DIV/0!							#DIV/0!
<u>Other Municipal Staff</u>										

KZN263 Abaqulusi - Supporting Table SC8 Monthly Budget Statement - councillor and staff benefits - M06 December

Summary of Employee and Councillor remuneration	Ref	2012/13	Budget Year 2013/14							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
Basic Salaries and Wages			68 859		4 671	28 473	34 430	(5 957)	-17%	56 946
Pension and UIF Contributions			16 255		1 030	6 277	8 127	(1 850)	-23%	12 554
Medical Aid Contributions			5 936		365	2 188	2 968	(780)	-26%	4 814
Overtime			3 110		995	4 065	1 555	2 510	161%	8 130
Performance Bonus			5 328		4	4 540	2 664	1 876	70%	4 649
Motor Vehicle Allowance			7 520		466	2 743	3 760	(1 017)	-27%	5 485
Cellphone Allowance			642		37	229	321	(92)	-29%	459
Housing Allowances			305		22	131	153	(21)	-14%	263
Other benefits and allowances			2 546		113	1 061	1 273	(212)	-17%	2 304
Payments in lieu of leave			-		-	-	-	-		-
Long service awards			33		2	14	16	(2)	-13%	29
Post-retirement benefit obligations	2		3 212		1 606	1 606	1 606	-		3 212
Sub Total - Other Municipal Staff			113 746	-	9 311	51 328	56 873	(5 545)	-10%	98 844
% increase	4		#DIV/0!							#DIV/0!
Total Parent Municipality			133 735	-	10 883	60 369	66 868	(6 499)	-10%	118 134
Unpaid salary, allowances & benefits in arrears:			#DIV/0!							#DIV/0!
Sub Total - Other Staff of Entities			-	-	-	-	-	-		-
% increase	4									
Total Municipal Entities			-	-	-	-	-	-		-
TOTAL SALARY, ALLOWANCES & BENEFITS			133 735	-	10 883	60 369	66 868	(6 499)	-10%	118 134
% increase	4		#DIV/0!							#DIV/0!
TOTAL MANAGERS AND STAFF			119 387	-	9 831	54 328	59 693	(5 365)	-9%	104 845

KZN263 Abaqulusi - Supporting Table SC9 Monthly Budget Statement - actuals and revised targets for cash receipts - M06 December

Description	Ref	Budget Year 2013/14												2013/14 Medium Term Revenue & Expenditure Framework		
		July	August	Sept	October	Nov	Dec	January	Feb	March	April	May	June	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
		Outcome	Outcome	Outcome	Outcome	Outcome	Outcome	Budget	Budget	Budget	Budget	Budget	Budget			
R thousands	1															
Cash Receipts By Source																
Property rates		1 966	3 981	4 007	3 967	3 901	3 963	4 226	4 226	4 226	4 226	4 226	7 797	50 711	54 007	57 518
Property rates - penalties & collection charges		98	102	111	112	114	118	71	71	71	71	71	(157)	853	908	967
Service charges - electricity revenue		5 769	13 198	11 803	12 106	11 583	11 028	12 229	12 229	12 229	12 229	12 229	20 114	146 745	164 919	181 061
Service charges - water revenue		1 106	3 014	2 743	2 883	2 903	3 140	2 891	2 891	2 891	2 891	2 891	4 447	34 688	39 950	45 943
Service charges - sanitation revenue		776	1 597	1 593	1 618	1 617	1 646	1 560	1 560	1 560	1 560	1 560	2 073	18 719	21 527	24 756
Service charges - refuse		551	1 167	1 160	1 165	1 163	1 162	1 169	1 169	1 169	1 169	1 169	1 817	14 031	19 636	22 056
Service charges - other		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Rental of facilities and equipment		79	156	113	75	138	77	69	69	69	69	69	(158)	823	877	923
Interest earned - external investments		63	473	374	-	624	296	231	231	231	231	231	(210)	2 777	2 957	3 150
Interest earned - outstanding debtors		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Dividends received		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Fines		65	209	145	131	211	113	174	174	174	174	174	348	2 094	2 230	2 375
Licences and permits		414	377	383	449	331	278	423	423	423	423	423	726	5 073	5 402	5 753
Agency services		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfer receipts - operating		33 186	-	2 855	-	-	28 373	-	-	28 201	-	-	(535)	92 080	101 462	121 022
Other revenue		10 967	264	80	370	257	261	106	106	106	106	106	(11 457)	1 271	1 354	1 742
Cash Receipts by Source		55 038	24 538	25 366	22 875	22 843	50 455	23 149	23 149	51 350	23 149	23 149	24 805	369 864	415 229	467 265
Other Cash Flows by Source																
Transfer receipts - capital		11 080	5 000	4 000	-	-	11 363	-	-	7 539	-	-	-	38 982	49 182	46 663

KZN263 Abaqulusi - Supporting Table SC9 Monthly Budget Statement - actuals and revised targets for cash receipts - M06 December

Description	Ref	Budget Year 2013/14												2013/14 Medium Term Revenue & Expenditure Framework		
		July	August	Sept	October	Nov	Dec	January	Feb	March	April	May	June	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
		Outcome	Outcome	Outcome	Outcome	Outcome	Outcome	Budget	Budget	Budget	Budget	Budget	Budget			
R thousands	1															
Contributions & Contributed assets													-			
Proceeds on disposal of PPE													-			
Short term loans													-			
Borrowing long term/refinancing													-			
Increase in consumer deposits													-			
Receipt of non-current debtors													-			
Receipt of non-current receivables													-			
Change in non-current investments													-			
Total Cash Receipts by Source		66 118	29 538	29 366	22 875	22 843	61 818	23 149	23 149	58 889	23 149	23 149	24 805	408 846	464 411	513 928
Cash Payments by Type													-			
Employee related costs		7 828	8 354	8 019	7 953	12 277	8 225	9 625	9 625	9 625	9 625	9 625	17 992	118	129	142 095
Remuneration of councillors		985	985	1 018	1 014	986	1 052	1 196	1 196	1 196	1 196	1 196	2 329	775	923	15 281
Interest paid		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Bulk purchases - Electricity		-	15 237	17 102	20 029	8 867	8 479	7 411	7 411	7 411	7 411	7 411	12 519	119 285	128 828	139 134
Bulk purchases - Water & Sewer		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other materials		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Contracted services		2 466	3 204	4 309	2 308	2 323	2 674	2 466	2 466	2 466	2 466	2 466	(21)	29 594	32 488	35 666
Grants and subsidies paid - other municipalities		933	969	659	1 193	864	1 120	933	933	933	933	933	793	11 195	12 052	13 010
Grants and subsidies paid - other		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
General expenses		5 649	1 383	5 852	5 193	5 089	9 418	5 649	5 649	5 649	5 649	5 649	15 101	75 933	1 162 073	89 466
Cash Payments by Type		17 862	30 132	36 959	37 691	30 405	30 969	27 280	48 713	369 131	1 480 645	435 645				
Other Cash Flows/Payments by Type													-			

KZN263 Abaqulusi - Supporting Table SC9 Monthly Budget Statement - actuals and revised targets for cash receipts - M06 December

Description	Ref	Budget Year 2013/14												2013/14 Medium Term Revenue & Expenditure Framework		
		July	August	Sept	October	Nov	Dec	January	Feb	March	April	May	June	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
		Outcome	Outcome	Outcome	Outcome	Outcome	Outcome	Budget	Budget	Budget	Budget	Budget	Budget			
R thousands	1															
Capital assets		54	1 612	6 342	3 248	5 719	1 121	3 248	3 248	3 248	3 248	3 248	4 646	38 982	49 182	46 663
Repayment of borrowing													-			
Other Cash Flows/Payments													-			
Total Cash Payments by Type		17 917	31 744	43 301	40 939	36 124	32 090	30 528	30 528	30 528	30 528	30 528	53 359	408 113	1 529 827	482 308
NET INCREASE/(DECREASE) IN CASH HELD		48 201	(2 206)	(13 934)	(18 063)	(13 281)	29 728	(7 380)	(7 380)	28 360	(7 380)	(7 380)	(28 554)	733	(1 065 415)	31 620
Cash/cash equivalents at the month/year beginning:		55 836	104 037	101 831	87 897	69 834	56 553	86 281	78 902	71 522	99 882	92 503	85 123	55 836	56 569	(1 008 846)
Cash/cash equivalents at the month/year end:		104 037	101 831	87 897	69 834	56 553	86 281	78 902	71 522	99 882	92 503	85 123	56 569	56 569	(1 008 846)	(977 226)

KZN263 Abaqulusi - NOT REQUIRED - municipality does not have entities or this is the parent municipality's budget - M06 December

Description	Ref	2012/13	Budget Year 2013/14							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands	1									
<u>Revenue By Source</u>										
Property rates								-		
Property rates - penalties & collection charges								-		
Service charges - electricity revenue								-		
Service charges - water revenue								-		
Service charges - sanitation revenue								-		
Service charges - refuse revenue								-		
Service charges - other								-		
Rental of facilities and equipment								-		
Interest earned - external investments								-		
Interest earned - outstanding debtors								-		
Dividends received								-		
Fines								-		
Licences and permits								-		
Agency services								-		
Transfers recognised - operational								-		
Other revenue								-		
Gains on disposal of PPE								-		
Total Revenue (excluding capital transfers and contributions)		-	-	-	-	-	-	-		-
<u>Expenditure By Type</u>										
Employee related costs								-		
Remuneration of councillors								-		
Debt impairment								-		
Depreciation & asset impairment								-		
Finance charges								-		
Bulk purchases								-		
Other materials								-		
Contracted services								-		

Transfers and grants								-		
Other expenditure								-		
Loss on disposal of PPE								-		
Total Expenditure		-	-	-	-	-	-	-		-
Surplus/(Deficit)		-	-	-	-	-	-	-		-
Transfers recognised - capital								-		
Contributions recognised - capital								-		
Contributed assets								-		
Surplus/(Deficit) after capital transfers & contributions		-	-	-	-	-	-	-		-
Taxation								-		
Surplus/(Deficit) after taxation		-	-	-	-	-	-	-		-

KZN263 Abaqulusi - NOT REQUIRED - municipality does not have entities or this is the parent municipality's budget - M06 December										
Description	Ref	2012/13	Budget Year 2013/14							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
Revenue By Municipal Entity										
<i>Insert name of municipal entity</i>								-		
								-		
								-		
								-		
								-		
								-		
								-		
								-		
								-		
Total Operating Revenue	1	-	-	-	-	-	-	-		-
Expenditure By Municipal Entity										
<i>Insert name of municipal entity</i>	-							-		
								-		
								-		
								-		
								-		
								-		
								-		
								-		
								-		
Total Operating Expenditure	2	-	-	-	-	-	-	-		-
Surplus/ (Deficit) for the yr/period		-	-	-	-	-	-	-		-
Capital Expenditure By Municipal Entity										
<i>Insert name of municipal entity</i>								-		

KZN263 Abaqulusi - Supporting Table SC12 Monthly Budget Statement - capital expenditure trend - M06 December

Month	2012/13	Budget Year 2013/14							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	% spend of Original Budget
R thousands									
Monthly expenditure performance trend									
July		3 249		57	57	3 249	3 192	98.3%	0%
August		3 249		1 663	1 720	6 498	4 778	73.5%	4%
September		3 249		6 322	8 042	9 747	1 705	17.5%	21%
October		3 249		2 625	10 667	12 996	2 329	17.9%	27%
November		3 249		5 776	16 443	16 245	(198)	-1.2%	42%
December		3 249		1 121	17 564	19 494	1 930	9.9%	45%
January		3 249				22 743	-		
February		3 249				25 992	-		
March		3 249				29 241	-		
April		3 249				32 490	-		
May		3 249				35 739	-		
June		3 249				38 988	-		
Total Capital expenditure	-	38 988	-	17 564					

KZN263 Abaqulusi - Supporting Table SC13a Monthly Budget Statement - capital expenditure on new assets by asset class - M06 December

Description	Ref	2012/13	Budget Year 2013/14							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands	1									
Capital expenditure on new assets by Asset Class/Sub-class										
-										
Infrastructure		-	39 232	-	1 046	16 838	19 616	2 778	14.2%	39 182
Infrastructure - Road transport		-	29 982	-	480	9 361	14 991	5 630	37.6%	29 982
<i>Roads, Pavements & Bridges</i>			29 982		480	9 361	14 991	5 630	37.6%	29 982
<i>Storm water</i>								-		
Infrastructure - Electricity		-	9 000	-	566	7 478	4 500	(2 978)	-66.2%	9 000
<i>Generation</i>								-		
<i>Transmission & Reticulation</i>			9 000		566	7 478	4 500	(2 978)	-66.2%	9 000
<i>Street Lighting</i>								-		
Infrastructure - Water		-	-	-	-	-	-	-		-
<i>Dams & Reservoirs</i>								-		
<i>Water purification</i>			-	-	-	-	-	-		-
<i>Reticulation</i>								-		
Infrastructure - Sanitation		-	-	-	-	-	-	-		-
<i>Reticulation</i>			-	-	-	-	-	-		-
<i>Sewerage purification</i>								-		
Infrastructure - Other		-	250	-	-	-	125	125	100.0%	200
<i>Waste Management</i>			250		-	-	125	125	100.0%	200
<i>Transportation</i>								-		
<i>Gas</i>								-		
<i>Other</i>								-		
Community		-	50	-	-	30	25	(5)	-18.9%	59
Parks & gardens			-	-	-	-	-	-		-
Sportsfields & stadia			-	-	-	-	-	-		-
Swimming pools								-		
Community halls								-		
Libraries								-		

KZN263 Abaqulusi - Supporting Table SC13a Monthly Budget Statement - capital expenditure on new assets by asset class - M06 December

Description	Ref	2012/13	Budget Year 2013/14							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands	1									
Recreational facilities										
Fire, safety & emergency			50	-	-	30	25	(5)	-18.9%	59
Security and policing										
Buses										
Clinics										
Museums & Art Galleries										
Cemeteries										
Social rental housing										
Other										
Heritage assets		-	-	-	-	-	-	-		-
Buildings										
Other										
Investment properties		-	-	-	-	-	-	-		-
Housing development										
Other										
Other assets		-	4 904	-	76	384	2 452	2 068	84.3%	863
General vehicles										
Specialised vehicles		-	-	-	-	-	-	-		-
Plant & equipment			250		-	-	125	125	100.0%	200
Computers - hardware/equipment			585		26	110	293	183	62.5%	219
Furniture and other office equipment			2 619		50	257	1 310	1 053	80.4%	408
Abattoirs										
Markets										
Civic Land and Buildings			1 450		-	18	725	707	97.5%	36
Other Buildings										
Other Land										
Surplus Assets - (Investment or Inventory)										
Other										

KZN263 Abaqulusi - Supporting Table SC13a Monthly Budget Statement - capital expenditure on new assets by asset class - M06 December

Description	Ref	2012/13	Budget Year 2013/14							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands	1									
Agricultural assets		-	-	-	-	-	-	-		-
<i>List sub-class</i>								-		
Biological assets		-	-	-	-	-	-	-		-
<i>List sub-class</i>								-		
Intangibles		-	-	-	-	-	-	-		-
Computers - software & programming								-		
Other								-		
Total Capital Expenditure on new assets	1	-	44 186	-	1 121	17 253	22 093	4 840	21.9%	40 105

KZN263 Abaqulusi - Supporting Table SC13b Monthly Budget Statement - capital expenditure on renewal of existing assets by asset class - M06 December

Description	Ref	2012/13	Budget Year 2013/14							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands	1									
Capital expenditure on renewal of existing assets by Asset Class/Sub-class										
-										
Infrastructure		-	-	-	-	-	-	-		-
Infrastructure - Road transport		-	-	-	-	-	-	-		-
<i>Roads, Pavements & Bridges</i>										
<i>Storm water</i>										
Infrastructure - Electricity		-	-	-	-	-	-	-		-
<i>Generation</i>										
<i>Transmission & Reticulation</i>										
<i>Street Lighting</i>										
Infrastructure - Water		-	-	-	-	-	-	-		-
<i>Dams & Reservoirs</i>										
<i>Water purification</i>										
<i>Reticulation</i>										
Infrastructure - Sanitation		-	-	-	-	-	-	-		-
<i>Reticulation</i>										
<i>Sewerage purification</i>										
Infrastructure - Other		-	-	-	-	-	-	-		-
<i>Waste Management</i>										
<i>Transportation</i>										
<i>Gas</i>										
<i>Other</i>										
Community		-	-	-	-	-	-	-		-
Parks & gardens										
Sportsfields & stadia										
Swimming pools										
Community halls										

KZN263 Abaqulusi - Supporting Table SC13b Monthly Budget Statement - capital expenditure on renewal of existing assets by asset class - M06 December

Description	Ref	2012/13	Budget Year 2013/14							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance	Full Year Forecast
Libraries								-		
Recreational facilities								-		
Fire, safety & emergency								-		
Security and policing								-		
Buses								-		
Clinics								-		
Museums & Art Galleries								-		
Cemeteries								-		
Social rental housing								-		
Other								-		
Heritage assets		-	-	-	-	-	-	-		-
Buildings								-		
Other								-		
Investment properties		-	-	-	-	-	-	-		-
Housing development								-		
Other								-		
Other assets		-	-	-	-	-	-	-		-
General vehicles								-		
Specialised vehicles		-	-	-	-	-	-	-		-
Plant & equipment								-		
Computers - hardware/equipment								-		
Furniture and other office equipment								-		
Abattoirs								-		
Markets								-		
Civic Land and Buildings								-		
Other Buildings								-		
Other Land								-		
Surplus Assets - (Investment or Inventory)								-		

KZN263 Abaqulusi - Supporting Table SC13b Monthly Budget Statement - capital expenditure on renewal of existing assets by asset class - M06 December

Description	Ref	2012/13	Budget Year 2013/14							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance	Full Year Forecast
Other								-		
Agricultural assets		-	-	-	-	-	-	-		-
<i>List sub-class</i>								-		
Biological assets		-	-	-	-	-	-	-		-
<i>List sub-class</i>								-		
Intangibles		-	-	-	-	-	-	-		-
Computers - software & programming								-		
Other								-		
Total Capital Expenditure on renewal of existing assets	1	-	-	-	-	-	-	-		-

Charts

Chart C1 2013/14 Capital Expenditure Monthly Trend: actual v target

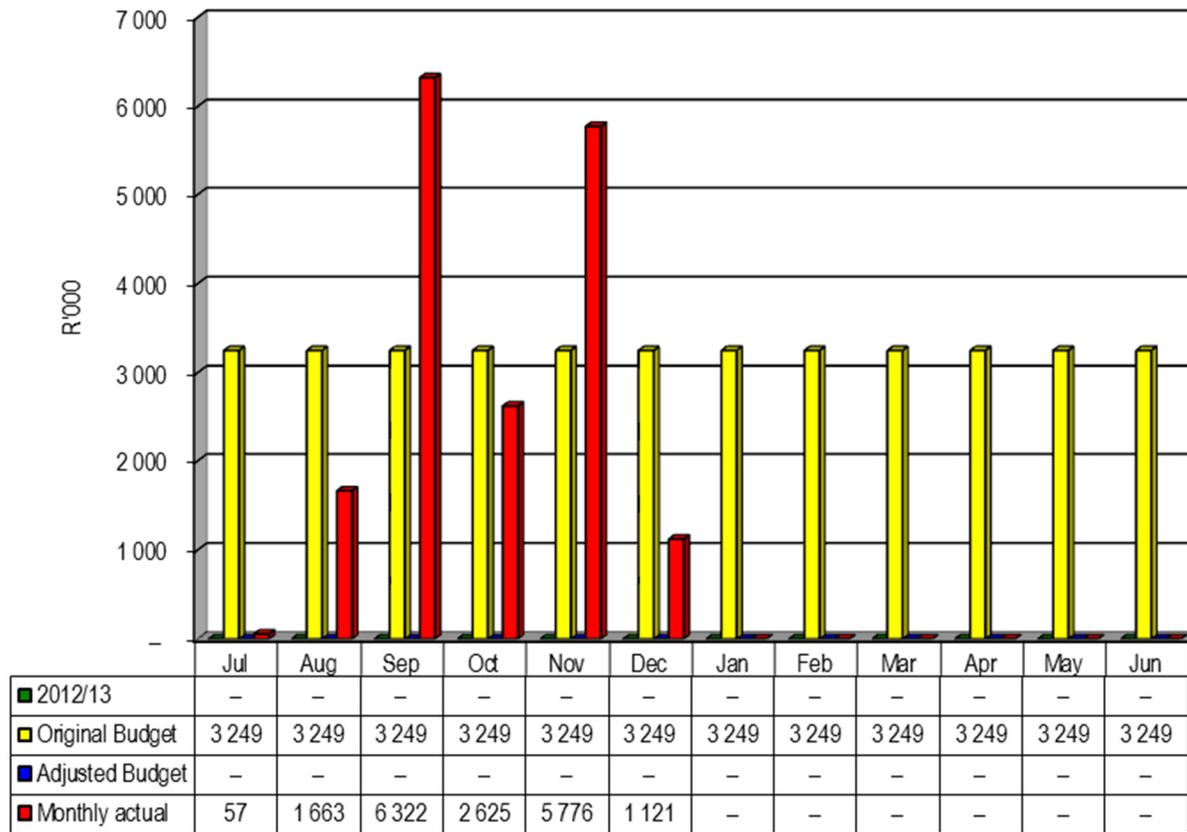
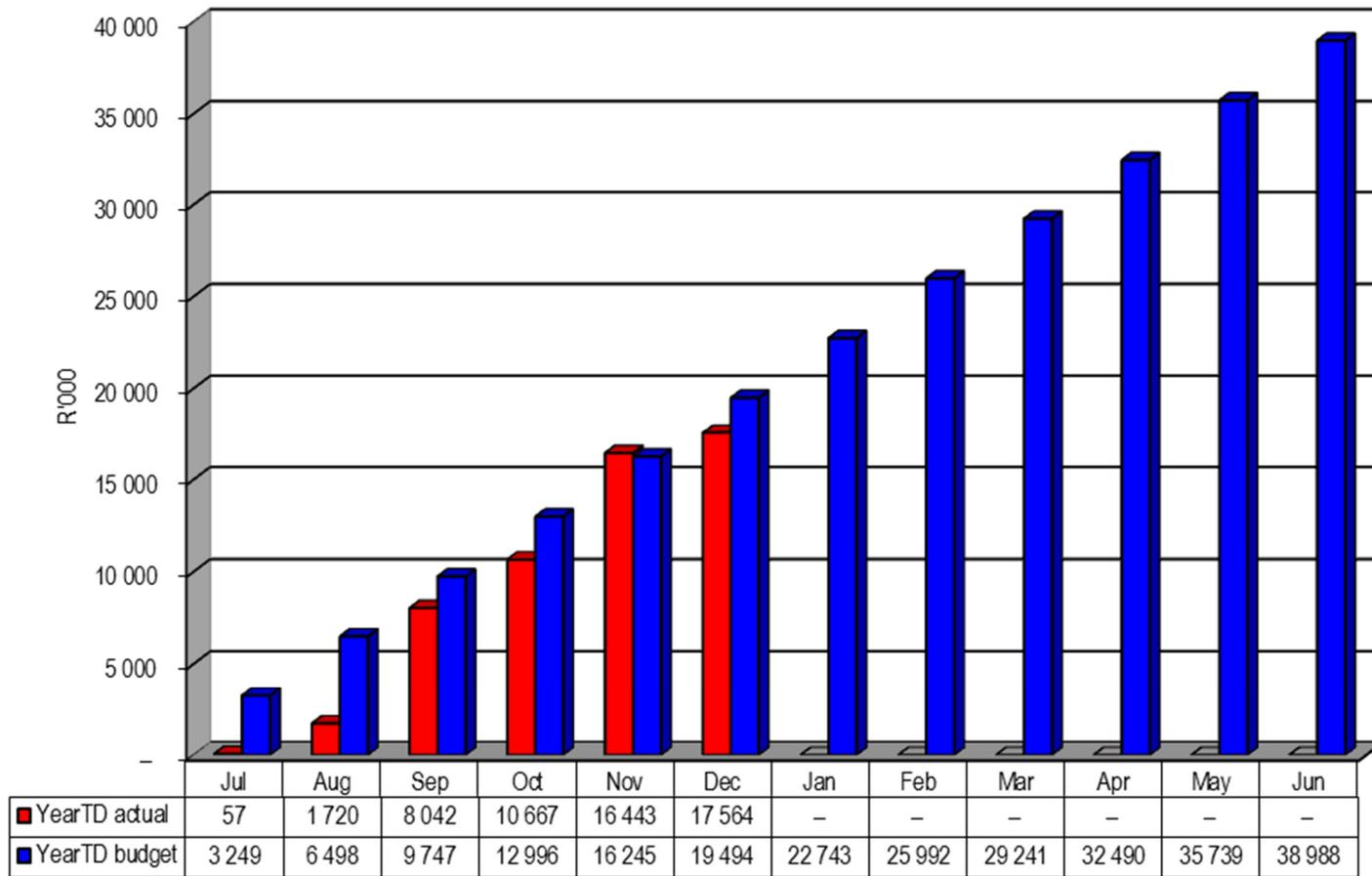
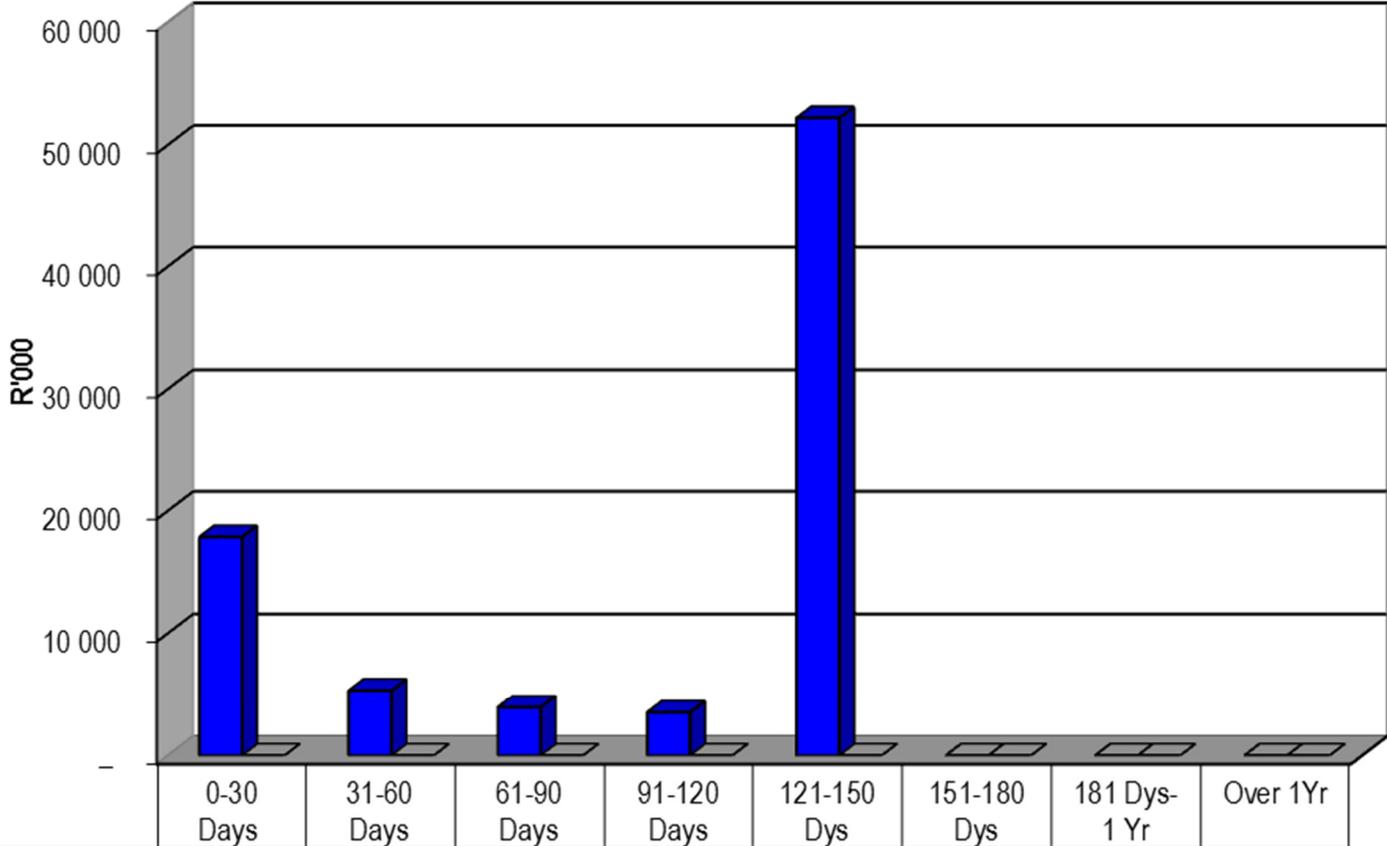


Chart C2 2013/14 Capital Expenditure: YTD actual v YTD target

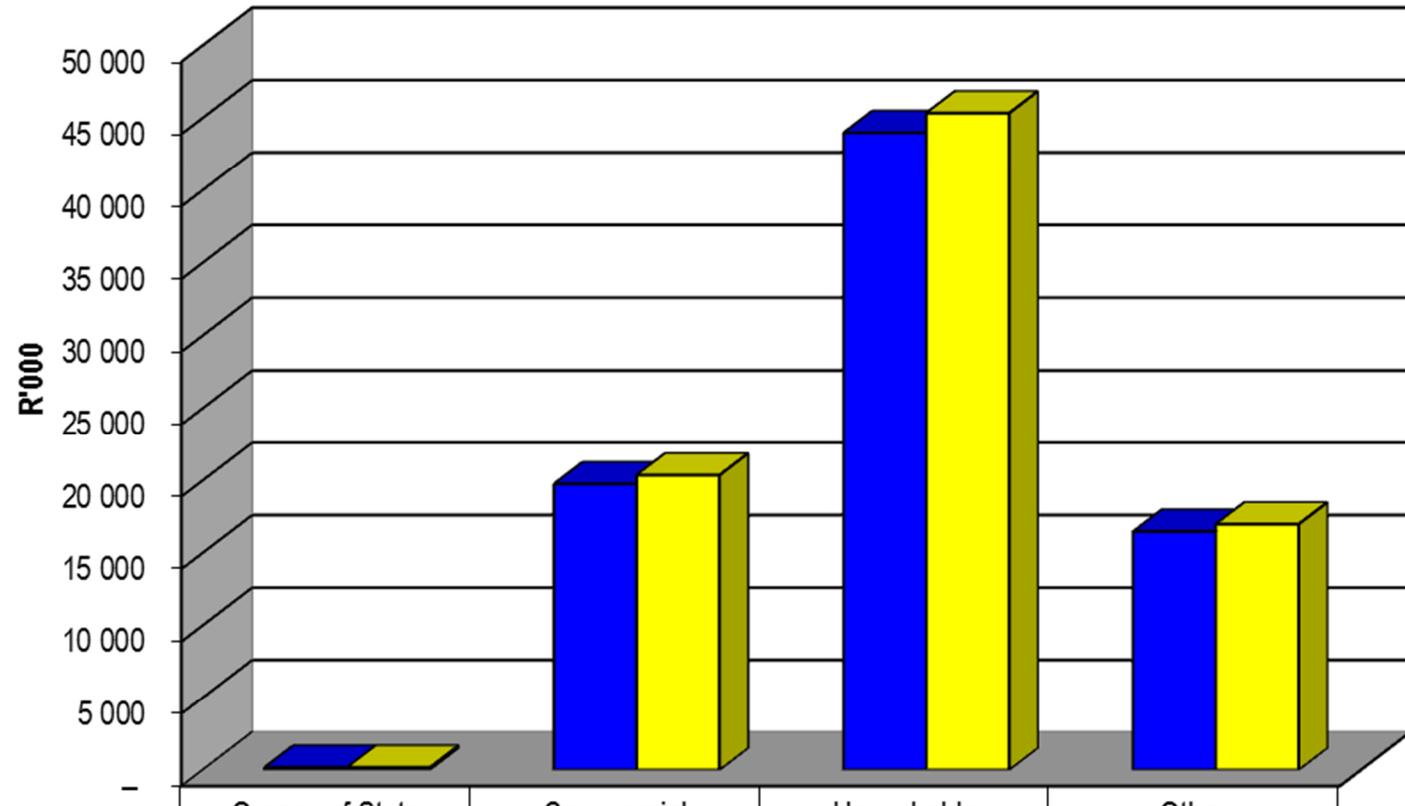


Total By Income Source



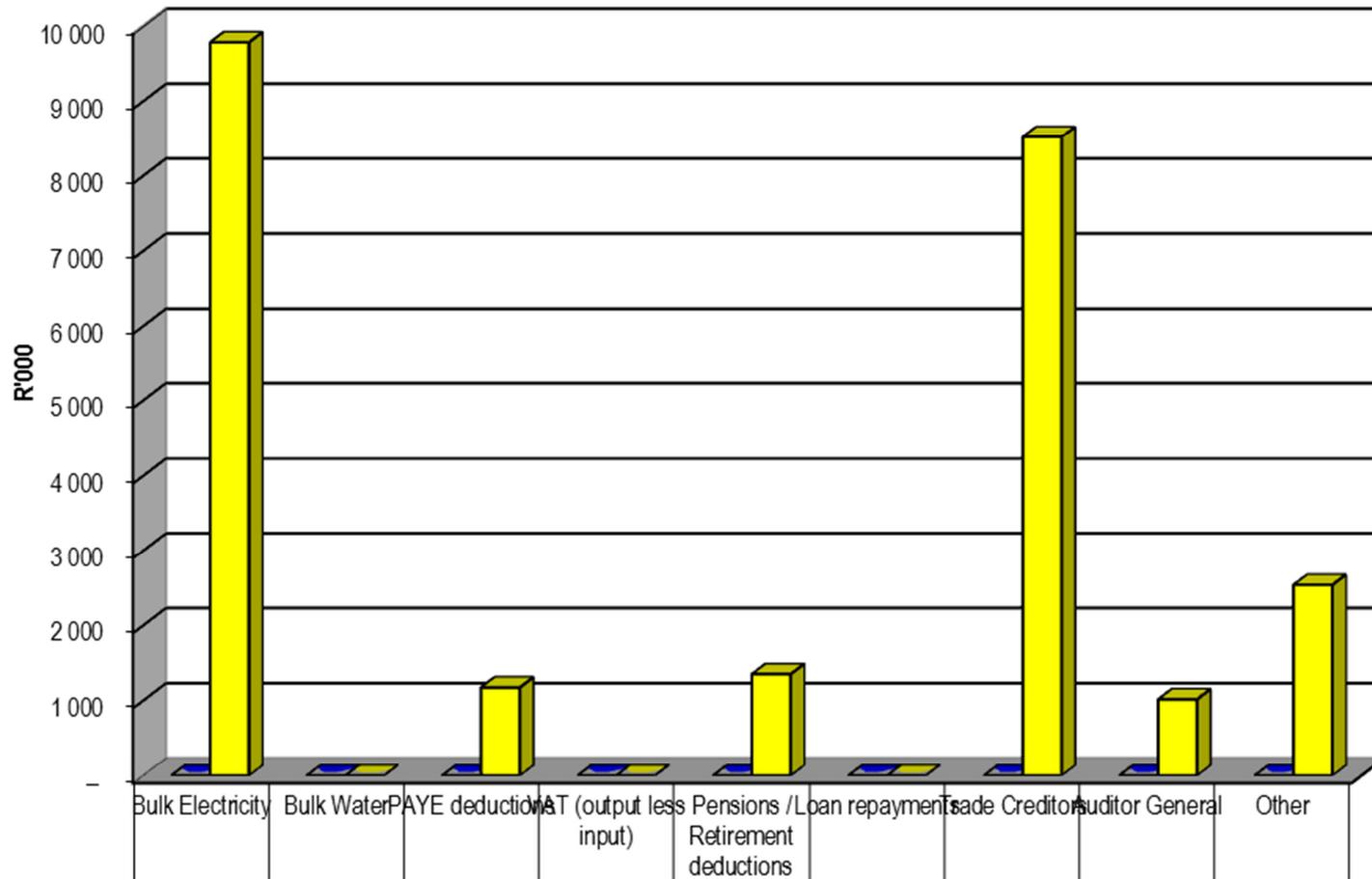
■ Budget Year 2013/14	17 876	5 320	3 949	3 518	52 206	-	-	-
■ 2012/13	-	-	-	-	-	-	-	-

Debtors Age Analysis By Customer Group



■ 2012/13	170	19 758	43 981	16 474
■ Budget Year 2013/14	175	20 369	45 341	16 984

Creditors Age Analysis By Customer Type



■ 2012/13	-	-	-	-	-	-	-	-	-
■ Budget Year 2013/14	9 788	-	1 179	-	1 356	-	8 525	1 021	2 545

ANNEXURES

- ♣ **Total Debtors**
- ♣ **Debtors per Area**
- ♣ **Billing versus Payment**
- ♣ **Bank Reconciliation**
- ♣ **Top 20 Creditors**
- ♣ **Overtime Report**
- ♣ **S &T Report**

DEBTORS AGE ANALYSIS - DECEMBER 2013

DESCRIPTION	CURRENT	30 DAYS	TOTAL
Water	R -	R 2 473 441.57	R 2 473 441.57
Avail. Water	R -	R 350 458.07	R 350 458.07
Deposit	R -	R 8 075.92	R 8 075.92
SUB TOTAL			R 2 831 975.56

60 DAYS	90 DAYS
R 1 227 670.19	R 994 330.90
R 183 974.22	R 154 135.66
R -370.48	R 633.28
R 1 411 273.93	R 1 149 099.84

120 DAYS	150+ DAYS	TOTAL
R 989 192.24	R 3 932 817.99	9 617 452.89
R 139 395.93	R 2 329 554.46	3 157 518.34
R -159.91	R 82 179.81	90 358.62
R 1 128 428.26	R 6 344 552.26	R 12 865 329.85

Elect	R -	R 5 783 399.66	R 5 783 399.66
Avail. Elec.	R -	R -	R -
Demand	R -	R 1 714 673.70	R 1 714 673.70
Dep.	R -	R 24 084.09	R 24 084.09
SUB TOTAL			R 7 522 157.45

R 776 627.04	R 250 972.78
R -	R -
R 184 992.46	R 109 970.59
R 7 622.56	R 4 539.40
R 969 242.06	R 365 482.77

R 129 888.02	R 929 596.46	7 870 483.96
R -	R -	-
R 80 988.01	R 870 291.68	2 960 916.44
R 4 305.92	R 146 436.70	186 988.67
R 215 181.95	R 1 946 324.84	R 11 018 389.07

Rates	R -	R 3 138 572.24	R 3 138 572.24
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R 989 248.59	R 891 029.16
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R 834 160.58	R 14 289 563.71	20 142 574.28
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Adjustments	R 2 752.53	R 15 813.23	R 18 565.76
Service Chgs	R -	R -	R -
Sewerage	R -	R 381 690.30	R 381 690.30
Refuse	R -	R 1 008 075.58	R 1 008 075.58
Avail. Sewer	R -	R 1 068 847.14	R 1 068 847.14
VAT	R -	R 1 718 346.26	R 1 718 346.26
Interest	R -	R 117 985.74	R 117 985.74
Old Debt	R -	R -	R -
Penalties	R -	R 4 222.80	R 4 222.80
Coll Fees	R -	R -	R -

R 2 640.86	R 1 832.23
R -	R -
R 55 033.81	R 19 816.03
R 456 249.76	R 374 606.27
R 600 545.18	R 505 195.15
R 503 033.15	R 356 506.13
R 113 626.28	R 109 388.33
R -	R -
R 196 471.00	R 149 832.54
R -	R -

R -79 034.00	R 314 697.15	258 702.00
R -	R 430 667.35	430 667.35
R 12 815.26	R 98 808.56	568 163.96
R 331 796.40	R 5 362 914.27	7 533 642.28
R 444 462.81	R 7 292 493.67	9 911 543.95
R 319 263.00	R 3 099 087.95	5 996 236.49
R 104 467.41	R 3 265 422.90	3 710 890.66
R -	R 2 522.64	2 522.64
R 191 468.35	R 3 871 633.06	4 413 627.75
R -	R 59 702.74	59 702.74

DEBTORS AGE ANALYSIS - DECEMBER 2013

DESCRIPTION	CURRENT	30 DAYS	TOTAL	60 DAYS	90 DAYS	120 DAYS	150+ DAYS	TOTAL
Legal fees	R -	R 13 740.62	R 13 740.62	R 11 900.33	R 8 256.22	R 2 948.42	R 359 687.11	396 532.70
Sundry Charge	R -	R 2 524.82	R 2 524.82	R 46.15	R 221.94	R 2 927.11	R 67 036.48	72 756.50
Indigent sup	R -	R -1 423.66	R -1 423.66	R -722.34	R -376.79	R -164.77	R 337.46	(2 350.10)
Agreements	R -	R 7 647.02	R 7 647.02	R 7 257.65	R 7 047.18	R 6 997.47	R 171 855.01	200 804.33
Receipts	R -38 217.41	R -259 907.83	R -298 125.24	R -421 054.67	R -370 413.25	R -2 943 060.15	R -94 764.03	(4 127 417.34)
SUB TOTAL			R 4 042 097.14	R 1 525 027.16	R 1 161 911.98	R -1 605 112.69	R 24 302 102.32	R 29 426 025.91
SUB TOTAL			R 17 534 802.39	R 4 894 791.74	R 3 567 523.75	R 572 658.10	R 46 882 543.13	R 73 452 319.11
SUNDRY DEBTORS	R 34 403.24	R 8 676.00	R 43 079.24	R 4 236.71	R 10 922.35	R 2 660.77	R 5 228 792.74	5 289 691.81
TOTAL DEBTORS			R 17 577 881.63	R 4 899 028.45	R 3 578 446.10	R 575 318.87	R 52 111 335.87	R 78 742 010.92
ADD BACK RECEIPTS			R 298 125.24	R 421 054.67	R 370 413.25	R 2 943 060.15	R 94 764.03	R 4 127 417.34
TOTAL DEBTORS EXCLUDING RECEIPTS			R 17 876 006.87	R 5 320 083.12	R 3 948 859.35	R 3 518 379.02	R 52 206 099.90	R 82 869 428.26

FINANCIAL INDICATORS

FINANCIAL SERVICES

MONTH

December 2013

Debtors Outstanding

Current	R 17 534 802.39
30 days	R 4 894 791.74
60 days	R 3 567 523.75
90 days	R 572 658.10
more than 90 days agreements	R 46 882 543.13 R 0.00
TOTAL	R 73 452 319.11

Total outstanding amount made up as follows

	Total arrears	Arrears less than 91 days	Arrears greater than 90 days
Adjustments / Payments in advance	258 702.00	-55 995.15	314 697.15
Consumers deposit: Electricity	186 988.67	40 551.97	146 436.70
Consumers deposit: Water	90 358.62	8 178.81	82 179.81
Penalties	4 413 627.75	541 994.69	3 871 633.06
Collection charges	59 702.74	-	59 702.74
Legal Fees	396 532.70	36 845.59	359 687.11
Electricity	10 831 400.40	9 031 512.26	1 799 888.14
Water	12 774 971.23	6 512 598.78	6 262 372.45
Refuse	7 533 642.28	2 170 728.01	5 362 914.27
Sewerage	10 479 707.91	2 619 050.28	7 860 657.63
Rates	20 142 574.28	5 853 010.57	14 289 563.71
Interest	3 710 890.66	445 467.76	3 265 422.90

Service charges	430 667.35	-	430 667.35
Sundry Charges	72 756.50	5 720.02	67 036.48
Old debt	2 522.64	-	2 522.64
Indigent	-2 350.10	-2 687.56	337.46
VAT	5 996 236.49	2 897 148.54	3 099 087.95
Agreements old debt	200 804.33	28 949.32	171 855.01
Receipts	-4 127 417.34	-4 032 653.31	-94 764.03
TOTALS	73 452 319.11	26 100 420.58	47 351 898.53

Sundry Debtors	5 289 691.81	60 899.07	5 228 792.74
TOTAL INCL S/DEBTORS	78 742 010.92	26 161 319.65	52 580 691.27

ALLOCATION PER AREA

Vryheid	Ward A	22 503 908.67	14 394 464.94	8 109 443.73
Bhekuzulu	Ward B	13 445 810.24	3 056 547.36	10 389 262.88
eMondlo	Ward C	10 096 985.70	1 863 792.10	8 233 193.60
Hlobane	Ward D	564 263.19	118 629.02	445 634.17
Thuthukani	Ward E	2 730 028.59	326 750.93	2 403 277.66
Vaalbank	Ward F	281 704.49	109 260.93	172 443.56
Louwsburg	Ward G	3 699 149.37	272 198.56	3 426 950.81
Coronation	Ward H	3 195 803.05	447 393.05	2 748 410.00
Nkongolwane	Ward I	-	-	-
Farms	Ward J	16 244 760.87	5 129 930.21	11 114 830.66
Vryheid East		689 904.94	278 150.78	411 754.16
TOTAL		73 452 319.11	25 997 117.88	47 455 201.23

Consumers Balance Report

	Active DT	Active CR	Closed DT
Ward A - Vryheid	22 503 908.67		
Ward B - Bhekuzulu	13 445 810.24		
Ward C - eMondlo	10 096 985.70		
Ward D - Hlobane	564 263.19		
Ward E - Thuthukani	2 730 028.59		

Ward F - Vaalbank	281 704.49
Ward G - Louwsburg	3 699 149.37
Ward H - Coronation	3 195 803.05
Ward I - Nkongolwane	-
Ward J - Farms	16 244 760.87
Vryheid East	689 904.94
TOTAL	73 452 319.11

DEBTORS AGE ANALYSIS - NOVEMBER 2013

DESCRIPTION	CURRENT	30 DAYS	TOTAL
Water	R 16 391.35	R 2 264 938.55	R 2 281 329.90
Avail. Water	R 38.07	R 341 554.34	R 341 592.41
Deposit	R 8 305.33	R 350.06	R 8 655.39
SUB TOTAL			R 2 631 577.70

60 DAYS	90 DAYS
R 1 133 238.92	R 1 015 458.11
R 180 567.16	R 150 969.06
R 188.28	R 164.50
R 1 313 994.36	R 1 166 591.67

120 DAYS	150+ DAYS	TOTAL
R 1 021 889.50	R 3 763 336.04	9 215 252.47
R 138 132.57	R 2 241 841.03	3 053 102.23
R -1 770.79	R 84 142.91	91 380.29
R 1 158 251.28	R 6 089 319.98	R 12 359 734.99

Elect	R 7 262.63	R 5 427 343.53	R 5 434 606.16
Avail. Elec.	R -	R -	R -
Demand	R 1 426.01	R 1 503 296.59	R 1 504 722.60
Dep.	R 55 834.20	R 6 937.93	R 62 772.13
SUB TOTAL			R 7 002 100.89

R 668 399.49	R 225 124.92
R -	R -
R 218 020.65	R 113 796.16
R 3 196.43	R 6 903.46
R 889 616.57	R 345 824.54

R 131 360.26	R 838 895.81	7 298 386.64
R -	R -	-
R 59 993.06	R 833 334.79	2 729 867.26
R -8 129.52	R 148 339.79	213 082.29
R 183 223.80	R 1 820 570.39	R 10 241 336.19

Rates	R -654.04	R 3 014 903.64	R 3 014 249.60
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R 1 048 171.64	R 889 274.87
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R 809 008.28	R 13 628 389.15	19 389 093.54
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Adjustments	R 6 434.11	R 6 579.10	R 13 013.21
Service Chgs	R -	R -	R -
Sewerage	R 13 630.93	R 314 002.08	R 327 633.01
Refuse	R -62.91	R 958 619.78	R 958 556.87
Avail. Sewer	R 772.43	R 1 038 043.18	R 1 038 815.61
VAT	R 8 862.13	R 1 686 235.02	R 1 695 097.15
Interest	R -	R 114 225.26	R 114 225.26
Old Debt	R -	R -	R -
Penalties	R 1 218.37	R 274 373.88	R 275 592.25
Coll Fees	R -	R -	R -

R 198.25	R -79 175.62
R -	R -
R 52 702.07	R 18 118.83
R 447 739.21	R 370 980.87
R 590 551.77	R 497 747.39
R 471 052.47	R 354 524.80
R 109 804.17	R 105 121.79
R -	R -
R 172 166.33	R 206 462.71
R -	R -

R 3 154.76	R 315 216.08	252 406.68
R -	R 430 997.18	430 997.18
R 14 486.55	R 89 314.34	502 254.80
R 326 703.10	R 5 182 152.00	7 286 132.05
R 433 476.79	R 7 069 537.30	9 630 128.86
R 320 374.09	R 2 969 891.02	5 810 939.53
R 100 270.75	R 3 179 382.36	3 608 804.33
R -	R 2 522.64	2 522.64
R 190 911.32	R 3 741 386.65	4 586 519.26
R -	R 59 702.74	59 702.74

DEBTORS AGE ANALYSIS - NOVEMBER 2013

DESCRIPTION	CURRENT	30 DAYS	TOTAL	60 DAYS	90 DAYS	120 DAYS	150+ DAYS	TOTAL
Legal fees	R 13 768.55	R 11 928.26	R 25 696.81	R 8 256.22	R 2 948.42	R 422.64	R 359 871.75	397 195.84
Sundry Charge	R 49 497.40	R 546.15	R 50 043.55	R 850.18	R 8 745.17	R 1 100.50	R 65 935.98	126 675.38
Indigent sup	R 38.60	R -1 395.11	R -1 356.51	R -724.92	R -337.90	R -144.17	R 376.46	(2 187.04)
Agreements	R -	R 7 896.25	R 7 896.25	R 7 331.06	R 7 098.19	R 7 090.02	R 167 683.37	197 098.89
Receipts	R -152 835.43	R -601 142.47	R -753 977.90	R -472 176.12	R -3 456 648.44	R -66 014.09	R -74 813.08	(4 823 629.63)
SUB TOTAL			R 3 751 235.56	R 1 387 750.69	R -1 964 413.79	R 1 331 832.26	R 23 559 156.79	R 28 065 561.51
SUB TOTAL			R 16 399 163.75	R 4 639 533.26	R 437 277.29	R 3 482 315.62	R 45 097 436.31	R 70 055 726.23
SUNDRY DEBTORS	R 138 541.85	R 45 612.91	R 184 154.76	R 12 928.75	R 2 660.77	R 25 628.14	R 5 204 885.60	5 430 258.02
TOTAL DEBTORS			R 16 583 318.51	R 4 652 462.01	R 439 938.06	R 3 507 943.76	R 50 302 321.91	R 75 485 984.25
ADD BACK RECEIPTS			R 753 977.90	R 472 176.12	R 3 456 648.44	R 66 014.09	R 74 813.08	R 4 823 629.63
TOTAL DEBTORS EXCLUDING RECEIPTS			R 17 337 296.41	R 5 124 638.13	R 3 896 586.50	R 3 573 957.85	R 50 377 134.99	R 80 309 613.88

FINANCIAL INDICATORS

FINANCIAL SERVICES

MONTH

November 2013

Debtors Outstanding

Current	R 16 399 163.75
30 days	R 4 639 533.26
60 days	R 437 277.29
90 days	R 3 482 315.62
more than 90 days	R 45 097 436.31
agreements	R 0.00
TOTAL	R 70 055 726.23

Total outstanding amount made up as follows

	Total arrears	Arrears less than 91 days	Arrears greater than 90 days
Adjustments / Payments in advance	252 406.68	-62 809.40	315 216.08
Consumers deposit: Electricity	213 082.29	64 742.50	148 339.79
Consumers deposit: Water	91 380.29	7 237.38	84 142.91
Penalties	4 586 519.26	845 132.61	3 741 386.65
Collection charges	59 702.74	-	59 702.74
Legal Fees	397 195.84	37 324.09	359 871.75
Electricity	10 028 253.90	8 356 023.30	1 672 230.60
Water	12 268 354.70	6 263 177.63	6 005 177.07
Refuse	7 286 132.05	2 103 980.05	5 182 152.00
Sewerage	10 132 383.66	2 560 591.56	7 571 792.10
Rates	19 389 093.54	5 760 704.39	13 628 389.15
Interest	3 608 804.33	429 421.97	3 179 382.36

Service charges	430 997.18	-	430 997.18
Sundry Charges	126 675.38	60 739.40	65 935.98
Old debt	2 522.64	-	2 522.64
Indigent	-2 187.04	-2 563.50	376.46
VAT	5 810 939.53	2 841 048.51	2 969 891.02
Agreements old debt	197 098.89	29 415.52	167 683.37
Receipts	-4 823 629.63	-4 748 816.55	-74 813.08
TOTALS	70 055 726.23	24 545 349.46	45 510 376.77

Sundry Debtors	5 430 258.02	225 372.42	5 204 885.60
TOTAL INCL S/DEBTORS	75 485 984.25	24 770 721.88	50 715 262.37

ALLOCATION PER AREA

Vryheid	Ward A	20 549 470.16	11 015 942.28	9 533 527.88
Bhekuzulu	Ward B	13 016 926.98	2 642 917.91	10 374 009.07
eMondlo	Ward C	9 907 338.03	1 652 357.93	8 254 980.10
Hlobane	Ward D	554 491.62	132 603.81	421 887.81
Thuthukani	Ward E	2 668 858.90	332 729.10	2 336 129.80
Vaalbank	Ward F	270 550.76	102 154.89	168 395.87
Louwsburg	Ward G	3 591 047.95	-115 504.62	3 706 552.57
Coronation	Ward H	3 061 621.03	407 989.31	2 653 631.72
Nkongolwane	Ward I	-	-	-
Farms	Ward J	15 836 145.18	5 103 337.26	10 732 807.92
Vryheid East		599 275.62	201 446.43	397 829.19
TOTAL		70 055 726.23	21 475 974.30	48 579 751.93

Consumers Balance Report

	Active DT	Active CR	Closed DT
Ward A - Vryheid	20 549 470.16		
Ward B - Bhekuzulu	13 016 926.98		
Ward C - eMondlo	9 907 338.03		
Ward D - Hlobane	554 491.62		
Ward E - Thuthukani	2 668 858.90		

Ward F - Vaalbank	270 550.76
Ward G - Louwsburg	3 591 047.95
Ward H - Coronation	3 061 621.03
Ward I - Nkongolwane	-
Ward J - Farms	15 836 145.18
Vryheid East	599 275.62
TOTAL	70 055 726.23

DEBTORS AGE ANALYSIS - OCTOBER 2013

DESCRIPTION	CURRENT	30 DAYS	TOTAL
Water	R 16 039.16	R 2 153 779.78	R 2 169 818.94
Avail. Water	R 71.17	R 331 523.50	R 331 594.67
Deposit	R -74.99	R -145.00	R -219.99
SUB TOTAL			R 2 501 193.62

60 DAYS	90 DAYS
R 1 159 977.39	R 1 054 885.28
R 178 198.07	R 150 971.36
R 1 849.03	R -1 770.79
R 1 340 024.49	R 1 204 085.85

120 DAYS	150+ DAYS	TOTAL
R 209 039.80	R 3 698 188.94	8 291 910.35
R 136 569.40	R 2 160 496.44	2 957 829.94
R -1 779.99	R 86 761.56	84 839.82
R 343 829.21	R 5 945 446.94	R 11 334 580.11

Elect	R 40 228.30	R 5 535 963.15	R 5 576 191.45
Avail. Elec.	R -	R -	R -
Demand	R 4 003.52	R 1 326 449.25	R 1 330 452.77
Dep.	R 7 477.33	R 3 238.02	R 10 715.35
SUB TOTAL			R 6 917 359.57

R 643 208.49	R 240 071.08
R -	R -
R 238 530.49	R 85 050.26
R 15 852.55	R -8 293.84
R 897 591.53	R 316 827.50

R 111 026.94	R 791 940.36	7 362 438.32
R -	R -	-
R 60 383.45	R 788 058.64	2 502 475.61
R -2 392.41	R 159 489.39	175 371.04
R 169 017.98	R 1 739 488.39	R 10 040 284.97

Rates	R -2 637.88	R 3 032 577.73	R 3 029 939.85
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R 1 075 497.35	R 918 803.93
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R 813 841.61	R 13 107 775.66	18 945 858.40
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Adjustments	R 11 659.88	R 87.71	R 11 747.59
Service Chgs	R -	R -	R -
Sewerage	R 11 867.62	R 311 855.51	R 323 723.13
Refuse	R -502.17	R 932 101.65	R 931 599.48
Avail. Sewer	R 503.75	R 1 014 155.92	R 1 014 659.67
VAT	R 10 113.03	R 1 649 050.48	R 1 659 163.51
Interest	R -	R 111 545.62	R 111 545.62
Old Debt	R -	R -	R -
Penalties	R 533.96	R 252 541.67	R 253 075.63
Coll Fees	R -	R -	R -

R -79 133.55	R 4 007.38
R -	R -
R 53 838.68	R 17 294.66
R 444 555.58	R 368 047.23
R 589 257.73	R 490 615.37
R 475 930.18	R 360 279.49
R 106 383.04	R 101 100.83
R -	R -
R 242 225.37	R 218 398.66
R -	R -

R 432.96	R 318 188.39	255 242.77
R -	R 431 275.51	431 275.51
R -35 143.76	R 132 764.59	492 477.30
R 308 682.05	R 5 037 701.09	7 090 585.43
R 426 523.13	R 6 868 537.69	9 389 593.59
R 191 385.93	R 2 882 439.76	5 569 198.87
R 95 715.46	R 3 107 626.88	3 522 371.83
R -	R 2 522.64	2 522.64
R 170 012.37	R 3 668 384.45	4 552 096.48
R -	R 59 823.75	59 823.75

DEBTORS AGE ANALYSIS - OCTOBER 2013

DESCRIPTION	CURRENT	30 DAYS	TOTAL	60 DAYS	90 DAYS	120 DAYS	150+ DAYS	TOTAL
Legal fees	R 11 986.48	R 8 284.15	R 20 270.63	R 2 948.42	R 422.64	R -	R 362 841.49	386 483.18
Sundry Charge	R 3 372.82	R 2 126.61	R 5 499.43	R 8 795.17	R 1 100.50	R 46.15	R 69 224.89	84 666.14
Indigent sup	R -	R -1 352.63	R -1 352.63	R -641.14	R -299.25	R -146.44	R 463.19	(1 976.27)
Agreements	R -	R 7 996.10	R 7 996.10	R 7 409.82	R 7 197.83	R 7 097.23	R 165 225.58	194 926.56
Receipts	R -136 241.14	R -658 821.77	R -795 062.91	R -4 003 824.84	R -97 281.99	R -35 016.93	R -100 863.76	(5 032 050.43)
SUB TOTAL			R 3 542 865.25	R -2 152 255.54	R 1 470 883.35	R 1 129 588.15	R 23 006 156.14	R 26 997 237.35
SUB TOTAL			R 15 991 358.29	R 1 160 857.83	R 3 910 600.63	R 2 456 276.95	R 43 798 867.13	R 67 317 960.83
SUNDRY DEBTORS	R 54 669.37	R 18 611.81	R 73 281.18	R 2 960.77	R 25 628.14	R 20 247.98	R 5 200 474.15	5 322 592.22
TOTAL DEBTORS			R 16 064 639.47	R 1 163 818.60	R 3 936 228.77	R 2 476 524.93	R 48 999 341.28	R 72 640 553.05
ADD BACK RECEIPTS			R 795 062.91	R 4 003 824.84	R 97 281.99	R 35 016.93	R 100 863.76	R 5 032 050.43
TOTAL DEBTORS EXCLUDING RECEIPTS			R 16 859 702.38	R 5 167 643.44	R 4 033 510.76	R 2 511 541.86	R 49 100 205.04	R 77 672 603.48

FINANCIAL INDICATORS

FINANCIAL SERVICES

MONTH

October 2013

Debtors Outstanding

Current	R 15 991 358.29
30 days	R 1 160 857.83
60 days	R 3 910 600.63
90 days	R 2 456 276.95
more than 90 days agreements	R 43 798 867.13 R 0.00
TOTAL	R 67 317 960.83

Total outstanding amount made up as follows

	Total arrears	Arrears less than 91 days	Arrears greater than 90 days
Adjustments / Payments in advance	255 242.77	-62 945.62	318 188.39
Consumers deposit: Electricity	175 371.04	15 881.65	159 489.39
Consumers deposit: Water	84 839.82	-1 921.74	86 761.56
Penalties	4 552 096.48	883 712.03	3 668 384.45
Collection charges	59 823.75	-	59 823.75
Legal Fees	386 483.18	23 641.69	362 841.49
Electricity	9 864 913.93	8 284 914.93	1 579 999.00
Water	11 249 740.29	5 391 054.91	5 858 685.38
Refuse	7 090 585.43	2 052 884.34	5 037 701.09
Sewerage	9 882 070.89	2 521 055.90	7 361 014.99
Rates	18 945 858.40	5 838 082.74	13 107 775.66
Interest	3 522 371.83	414 744.95	3 107 626.88

FINANCIAL INDICATORS

FINANCIAL SERVICES

MONTH

October 2013

Debtors Outstanding

Service charges	431 275.51	-	431 275.51
Sundry Charges	84 666.14	15 441.25	69 224.89
Old debt	2 522.64	-	2 522.64
Indigent	-1 976.27	-2 439.46	463.19
VAT	5 569 198.87	2 686 759.11	2 882 439.76
Agreements old debt	194 926.56	29 700.98	165 225.58
Receipts	-5 032 050.43	-4 931 186.67	-100 863.76
TOTALS	67 317 960.83	23 159 380.99	44 158 579.84

Sundry Debtors	5 322 592.22	122 118.07	5 200 474.15
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TOTAL INCL S/DEBTORS	72 640 553.05	23 281 499.06	49 359 053.99
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ALLOCATION PER AREA

Vryheid	Ward A	20 338 398.95	11 055 989.74	9 282 409.21
Bhekuzulu	Ward B	12 703 849.39	2 613 247.83	10 090 601.56
eMondlo	Ward C	9 639 991.31	1 596 680.88	8 043 310.43
Hlobane	Ward D	526 649.85	131 069.68	395 580.17
Thuthukani	Ward E	2 588 318.17	317 679.32	2 270 638.85
Vaalbank	Ward F	270 392.46	106 076.02	164 316.44
Louwsburg	Ward G	3 456 835.35	-183 277.04	3 640 112.39
Coronation	Ward H	2 939 193.86	408 292.97	2 530 900.89
Nkongolwane	Ward I	-	-	-

FINANCIAL INDICATORS

FINANCIAL SERVICES

MONTH

October 2013

Debtors Outstanding

Farms	Ward J	14 228 306.60	4 775 028.39	9 453 278.21
Vryheid East		626 024.89	242 028.96	383 995.93
TOTAL		67 317 960.83	21 062 816.75	46 255 144.08

Consumers Balance Report

	Active DT	Active CR	Closed DT
Ward A - Vryheid	20 338 398.95		
Ward B - Bhekuzulu	12 703 849.39		
Ward C - eMondlo	9 639 991.31		
Ward D - Hlobane	526 649.85		
Ward E - Thuthukani	2 588 318.17		
Ward F - Vaalbank	270 392.46		
Ward G - Louwsburg	3 456 835.35		
Ward H - Coronation	2 939 193.86		
Ward I - Nkongolwane	-		
Ward J - Farms	14 228 306.60		
Vryheid East	626 024.89		
TOTAL	67 317 960.83		

BILLING VERSUS PAYMENTS

MONTH	DATE Billing	Monthly Billing	Total Billing to date	Actual cash Received	Bad debt written off	PERIOD	Actual cash Received to date	Total consumer Outstanding balance	% YTD Collections	% Monthly Collections
<i>Balance carried over from 30/06/2013</i>								<i>R 60 398 839.50</i>		
Jul-13	23/07/2013	R 18 716 095.07	R 18 716 095.07	R 11 823 157.37		01/07/2013 TO 23/07/2013	R 11 823 157.37	R 67 291 777.20	63.17	63.17
Aug-13	20/08/2013	R 20 935 991.56	R 39 652 086.63	R 15 528 370.80		24/07/2013-20/08/2013	R 27 351 528.17	R 72 699 397.96	68.98	74.17
Sep-13	19/09/2013	R 19 422 971.70	R 59 075 058.33	R 23 947 062.67		21/08/2013 - 19/09/2013	R 51 298 590.84	R 68 175 306.99	86.84	123.29
Oct-13	21/10/2013	R 20 112 638.50	R 79 187 696.83	R 17 291 008.20		20/09/2013 - 21/10/2013	R 68 589 599.04	R 70 996 937.29	86.62	85.97
Nov-13	19/11/2013	R 19 511 984.73	R 98 699 681.56	R 17 707 135.36		22/10/2013-19/11/2013	R 86 296 734.40	R 72 801 786.86	87.43	90.75
Dec-13	19/12/2013	R 19 447 175.93	R 118 146 857.49	R 18 012 539.04		20/11/2013 - 19/12/2013	R 104 309 273.44	R 74 236 423.75	88.29	92.62
TOTALS		R 118 146 857.49		R 104 309 273.44	R 0.00				YTD	88.29
Percentage of consumers payments against the billing			YEAR TO DATE	88.29						
Billings		R 118 146 857.49								
Payments		<u>R 104 309 273.44</u>								
		<u>R 13 837 584.05</u>								
Open balance		R 60 398 839.50								
Closing balance		<u>R 74 236 423.75</u>								
		<u>R 13 837 584.25</u>								
Increase for July to December 2013		R 13 837 584.25								
		R 2 306 264.04								
Average shortfall per month		2 306 264.04								

AbaQulusi Municipality



BANK RECONCILIATION FOR THE MONTH: ENDED 31 DECEMBER 2013

BANK RECONCILIATION

Balance as per Cashbook as at 30 NOVEMBER 2013	1 519 221.63
Plus : Income	59 929 537.64
	61 448 759.27
Less: Expenditure	(34 803 672.49)
	26 645 086.78
Less: Journals	(919 545.01)
Balance as per Cashbook as at 31 DECEMBER 2013	25 725 541.77

Bank statement balance as at 31 DECEMBER 2013

less: O/S Cheques not through bank
Less : Journals
Plus: Deposits in transit
Less: Income not in Cash Book
Plus: Expenditure not in Cash Book
Sundries

27 466 020.53
(3 359 095.64)
(121 724.00)
31 736.84
(1 610 802.57)
3 316 998.32
2 408.29
25 725 541.77

Difference

0

PREPARED BY:

Date :



APPROVED BY:

Date :

AbaQulusi Municipality



BANK RECONCILIATION FOR THE MONTH: ENDED 30 NOVEMBER 2013

BANK RECONCILIATION

Balance as per Cashbook as at 31 OCTOBER 2013	17 363 348.61
Plus : Income	27 748 063.82
	45 111 412.43
Less: Expenditure	(41 809 278.55)
	3 302 133.88
Less: Journals	(1 782 912.25)
Balance as per Cashbook as at 30 NOVEMBER 2013	1 519 221.63
Bank statement balance as at 30 NOVEMBER 2013	29 992 083.00
less: O/S Cheques not through bank	(13 026.71)
Less : Journals	-

Plus: Deposits in transit	170 879.06
Less: Income not in Cash Book	(28 641 110.52)
Plus: Expenditure not in Cash Book	10 396.80
Sundries	-
	1 519 221.63
Difference	0.00

Date :

PREPARED BY:



Date :

APPROVED BY:

AbaQulusi Municipality



BANK RECONCILIATION FOR THE MONTH: ENDED 31 OCTOBER 2013

BANK RECONCILIATION

Balance as per Cashbook as at 30 SEPTEMBER 2013		18 518 888.31
Plus : Income		35 188 394.07
		53 707 282.38
Less: Expenditure		(34 906 968.11)
		18 800 314.27
Less: Journals		-1436965.66
Balance as per Cashbook as at 31 OCTOBER 2013		17 363 348.61

Bank statement balance as at 31 OCTOBER 2013	17 125 157.61
less: O/S Cheques not through bank	(43 562.09)
Less : Journals	-
Plus: Deposits in transit	516 892.08
Less: Income not in Cash Book	(261 420.03)
Plus: Expenditure not in Cash Book	26 281.04
Sundries	-
	17 363 348.61
	0.00
Difference	

PREPARED BY:

Date :

APPROVED BY:

Date :



TOP 10 OVERTIME REPORT - FOR OCTOBER - DECEMBER 2013

DEPT		E/CODE	EMPLOYEE NAME			OCT	NOV	DEC	TOTAL
1	ELECTRICITY	S021150	MR	L	G NGCOBO	12 801.61	19 427.80	16 655.66	85 486.84
2	FINANCE	S025069	MR	M	C NTOMBELA	12 001.90	11 692.18	10 298.40	65 700.71
3	SOLID WASTE	S020505	MR	S	NDABA	17 335.28		17 432.22	65 598.58
4	ELECTRICITY	S021205	MR	A	P MASONDO	13 145.79	13 167.23	11 087.07	62 362.08
5	ELECTRICITY	S028014	MR	C	G DLAMINI	6 322.56	12 763.52	15 747.20	61 686.40
6	WATER	S722371	MR	B	A MLAMBO	7 504.24		23 672.46	57 688.77
7	WATER	S026128	MR	N	J MHLONGO	6 677.76		22 444.66	55 928.18
8	WATER	S024548	MR	B	P KHANYILE	10 908.44		16 490.27	51 334.10
9	ELECTRICITY	S029301	MR	P	P MNOMIYA	6 156.80	7 909.12	13 947.52	48 544.00
10	SANITATION	S774679	MR	M	P XABA	7 678.64		17 756.89	46 697.19

OVERTIME REPORT – OCTOBER - DECEMBER 2013

DEPT	E/CODE	EMPLOYEE NAME	OCT	NOV	DEC	TOTAL
CORPORATE	S027034	MR B R MTHOMBENI	275.83		1 663.28	4 534.38
CORPORATE	S190448	MR L M HLOPHE			2 168.08	2 168.08
MUN MGR	S021169	MR J B SHABALALA	3 781.20	3 781.20	3 781.20	18 779.10
MUN MGR	S021258	MR A J SHAMASE	3 364.40		3 781.20	17 238.80
MUN MGR	S021155	MR M E KHABA		3 490.40	3 781.20	14 834.00
MUN MGR	S021257	MR K E MASUKU	2 130.20		3 781.20	12 302.00
MUN MGR	S021160	MR B MAGUBANE		2 173.10	3 781.20	10 300.50
MUN MGR	S021313	MR W L NDLOVU	3 364.40			3 364.40
IT	S910148	MS E VAN ROOYEN	5 015.05	6 598.75	5 279.80	27 504.45
IT	S024442	MR E W LEACH				3 216.40
HR	S096019	MS T J MCHUNU				1 800.33
FINANCE	S025069	MR M C NTOMBELA	12 001.90	11 692.18	10 298.40	65 700.71
FINANCE	S722100	MS D M DU PREEZ	3 582.04	4 336.62	3 910.36	21 547.24
FINANCE	S774327	MR B P MBATHA	2 227.68	2 465.68	4 950.40	17 288.32
FINANCE	S096555	MR E E SHABALALA	2 842.32	4 318.14	3 060.96	17 053.92
FINANCE	S021138	MR M MW DLAMINI	1 488.63		2 213.86	11 842.24
FINANCE	S027027	MS N P NKOSI	2 199.02	3 088.65		10 281.12
FINANCE	S774408	MS M N MTHIMKHULU	2 558.38	1 750.44		9 260.68
FINANCE	S024097	MR J D NDWANDWE	1 358.70	1 682.20	1 436.34	9 174.46
FINANCE	S774454	MR Z M XULU	847.49	1 282.66	2 843.71	8 658.09

OVERTIME REPORT – OCTOBER - DECEMBER 2013

DEPT	E/CODE	EMPLOYEE NAME	OCT	NOV	DEC	TOTAL
FINANCE	S021139	MS C S THUNGO	1 488.63		916.08	7 786.68
FINANCE	S029290	MS N NB ZULU	912.86		748.96	7 185.64
FINANCE	S021158	MS J N MTHEMBU	1 615.04		1 554.32	6 314.43
FINANCE	S021038	MS S N NDIMA	1 432.74	2 175.65	2 334.84	5 943.23
FINANCE	S029072	MS P N NTSHANGASE	2 092.51	526.26	37.59	4 059.72
FINANCE	S722638	MS S C MBUYISA	1 216.36	1 164.60		3 493.80
FINANCE	S324003	MR J M MCHUNU		1 626.06		3 252.12
FINANCE	S021025	MS S Z NDLELA				2 519.22
FINANCE	S773242	MR B BUTHELEZI	514.08	913.92		2 303.84
FINANCE	S774053	MR H C BURE		793.69	193.58	2 148.76
FINANCE	S021140	MS S L NTOMBELA	947.18			1 821.50
FINANCE	S021309	MS N P ZWANE	912.86			1 755.50
FINANCE	S099073	MR J M MAHARAJ	558.81			1 567.77
FINANCE	S021317	MR N T NXUMALO		1 392.32		1 392.32
FINANCE	S027242	MR N S ZULU	1 315.65			1 315.65
FINANCE	S722083	MS F SPANGENBERG				698.76
FINANCE	S773227	MR T T KHUMALO			464.60	464.60
DEV PLAN	S024002	MS T APPENAH				3 907.20
PARKS ADM	S190311	MR J B KHUMBUZA	2 748.85			8 246.51
PARKS ADM	S019321	MS M NKOSI	986.25		451.33	1 939.08
SPORTS & HALLS	S097189	MR J PJ OOSTHUIZEN	11 034.05		3 097.28	16 764.01
SPORTS & HALLS	S773394	MR S P NDABAI	285.60			285.60

OVERTIME REPORT – OCTOBER - DECEMBER 2013

DEPT	E/CODE	EMPLOYEE NAME	OCT	NOV	DEC	TOTAL
CEMETERY	S020142	MR A L SLABBERT	5 409.94	1 105.26	4 682.84	22 105.28
CEMETERY	S020551	MR S S MDLALOSE	2 457.23		4 179.00	16 398.25
CEMETERY	S097069	MR P D MTSHALI			1 429.20	2 290.08
CEMETERY	S029274	MR M D ZWANE		334.30	702.06	1 838.68
CEMETERY	S029270	MR M S MTHEMBU	601.76		702.06	1 704.98
CEMETERY	S029273	MR S D ZULU	401.16		702.06	1 504.38
CEMETERY	S017429	MR J MHLUNGU				1 395.76
CEMETERY	S026230	MR V J XABA	401.16		702.06	1 103.22
CEMETERY	S029272	MR B M NTSHANGASE			401.16	802.32
SOLID WASTE	S020505	MR S NDABA	17 335.28		17 432.22	65 598.58
SOLID WASTE	S020086	MR E M MAZIBUKU	1 788.65		2 591.05	4 780.90
SOLID WASTE	S722646	MR D SIMELANE	2 879.48		1 599.70	4 479.18
SOLID WASTE	S021207	MS Z P MDLALOSE	1 756.55		1 559.55	3 316.10
SOLID WASTE	S020512	MS P P BUTHELEZI	1 788.65		1 003.00	3 192.85
SOLID WASTE	S029275	MR S F NYANDENI	1 303.90		1 303.90	3 109.20
SOLID WASTE	S021206	MR C G BLAYI	1 756.55		1 313.28	3 069.83
SOLID WASTE	S024192	MR A N MBATHA	1 253.75		1 354.05	3 009.00
SOLID WASTE	S021211	MS J H XULU	1 756.55		623.80	2 774.35
SOLID WASTE	S026390	MR B A ZUNGU	401.20		1 053.15	2 657.95
SOLID WASTE	S021209	MS G Z NDLELA	1 313.28		837.25	2 544.53
SOLID WASTE	S021301	MR P BS MDLALOSE	1 179.84		1 231.25	2 411.09
SOLID WASTE	S029263	MS P P NDWANDWE	601.80		752.25	2 156.45
SOLID WASTE	S097045	MR D G KUBHEKA	1 134.38		872.60	2 006.98

OVERTIME REPORT – OCTOBER - DECEMBER 2013

DEPT	E/CODE	EMPLOYEE NAME	OCT	NOV	DEC	TOTAL
SOLID WASTE	S024473	MR B M MBATHA			1 103.30	1 905.70
SOLID WASTE	S029256	MS T MM MNGOMEZULU	601.80		752.25	1 755.25
SOLID WASTE	S021302	MR J M MWELASE	589.92		886.50	1 476.42
SOLID WASTE	S024202	MR M R MBATHA			651.95	1 454.35
SOLID WASTE	S026368	MR G M MNCWANGO	401.20		651.95	1 454.35
SOLID WASTE	S029276	MS R T NTULI	601.80		752.25	1 354.05
SOLID WASTE	S722332	MR C N XULU	601.80		752.25	1 354.05
SOLID WASTE	S028133	MR G J SHABANGU	601.80		501.50	1 103.30
SOLID WASTE	S021304	MR M J XULU	688.24		394.00	1 082.24
SOLID WASTE	S018261	MS M A MNYANDU			250.75	1 053.15
SOLID WASTE	S019949	MR K M LANGA	802.40		250.75	1 053.15
SOLID WASTE	S024258	MR A V NGWENYA	601.80		401.20	1 003.00
SOLID WASTE	S029277	MS M I SIBISI	601.80			1 003.00
SOLID WASTE	S021305	MR N F ZULU			886.50	886.50
SOLID WASTE	S021303	MR E M SITHOLE	688.24			688.24
P/SAFETY	S021014	MR I S MBATHA	2 593.99	4 607.23	2 710.14	22 610.22
P/SAFETY	S024410	MR T S W MTHEMBU	3 646.72	5 967.36	3 694.08	22 496.00
P/SAFETY	S024080	MR Z G NYOKA	3 220.48	3 930.88	3 220.48	21 054.85
P/SAFETY	S774342	MS B M MDLALOSE	2 245.50	3 852.24	3 329.58	20 035.50
P/SAFETY	S021012	MR S N S BIYELA	2 245.54	4 994.37	2 593.97	17 848.09
P/SAFETY	S021019	MR N SHANGASE	2 981.13	4 316.86	3 774.78	17 654.51
P/SAFETY	S021013	MR N S T KHATHI	2 748.83	4 026.48	929.20	15 234.81
P/SAFETY	S021142	MR B W ECKERSLEY	1 420.80	3 457.28	2 178.56	15 107.84
P/SAFETY	S097252	MR J J MARKWAT	2 632.68	2 284.23	1 529.28	15 060.50

OVERTIME REPORT – OCTOBER - DECEMBER 2013

DEPT	E/CODE	EMPLOYEE NAME	OCT	NOV	DEC	TOTAL
P/SAFETY	S026199	MS R L OPPERMAN	929.20	2 477.84	2 439.15	13 608.70
P/SAFETY	S094012	MR J VAN ROMBURGH	2 942.40	4 026.48		9 562.87
P/SAFETY	S021153	MR L SCHWAB	752.88	1 493.63	801.46	9 137.33
P/SAFETY	S021022	MR M G MPONTSANE	1 548.64	2 652.07		8 478.88
P/SAFETY	S021149	MR M A NDLOVU	874.32		2 671.44	7 480.20
P/SAFETY	S028207	MR Z O JIYANE	1 397.52	1 397.52		6 987.60
P/SAFETY	S018222	MR T V NTSHANGASE	931.68	1 397.52		6 521.76
P/SAFETY	S021017	MS N T NKONYANE				3 987.79
P/SAFETY	S021161	MR M S MLABA			1 331.16	3 974.95
P/SAFETY	S021004	MS P BZ NDLOVU	451.08	150.36	225.54	1 428.42
P/SAFETY	S028197	MS N N MBATHA	451.08	150.36	300.72	1 202.88
P/SAFETY	S029051	MR T B KHUMALO		77.64	737.58	815.22
P/SAFETY	S021204	MS L L MHLOPHE	295.50	98.50		788.00
P/SAFETY	S029266	MS S MAGUBANE		87.26		87.26
HOUSING	S028102	MS L B ZWANE	1 393.80			1 393.80
ROADS	S028141	MR M R BUTHELEZI	1 838.20	275.73		10 087.07
ROADS	S722502	MR C D KHUMALO			2 524.24	8 000.98
ROADS	S029298	MR S F QWABE	3 054.10	2 268.76	436.30	8 411.64
ROADS	S024481	MR M M NDLOZI	3 094.25		413.60	4 978.41
ROADS	S095016	MR M S KHANYLE			4 140.80	4 140.80
ROADS	S021212	MS N T BUTHELEZI		804.37		3 562.21
ROADS	S021217	MS N C MDLALOSE		689.46		2 757.84
ROADS	S026344	MR J S MADONSELA	87.26	2 094.24		2 181.50

OVERTIME REPORT – OCTOBER - DECEMBER 2013

DEPT	E/CODE	EMPLOYEE NAME	OCT	NOV	DEC	TOTAL
ROADS	S024587	MR B A ZULU	279.41	341.50	517.83	1 418.15
ROADS	S024555	MR S S NTOMBELA				1 320.57
ROADS	S722621	MR H MYENI	1 319.88			1 319.88
ROADS	S021148	MR N F LEMBETHE		1 217.07		1 217.07
ROADS	S021029	MR S J MOLEFE			273.92	1 209.76
ROADS	S019899	MR R Z KHOZA		114.24	57.12	1 209.04
ROADS	S023008	MR T S NGEMA			426.24	852.48
ROADS	S021223	MR P PHIRI				689.46
ROADS	S021224	MR G P SIBIYA				689.46
ROADS	S021168	MR L M MKHABELA	532.08			681.73
ROADS	S021218	MR S E MHLUNGU		246.25		246.25
ROADS	S774373	MR N B NGCOBO				232.92
ROADS	S021220	MR S PM NENE		197.00		197.00
SANITATION	S774679	MR M P XABA	7 678.64		17 756.89	46 697.19
SANITATION	S774609	MR M P MDLALOSE	6 159.44	6 016.64	9 900.80	39 869.76
SANITATION	S774662	MR M E NZUZA	11 195.52	6 625.92	3 198.72	38 613.12
SANITATION	S021245	MR S N SHABANGU	6 057.51	9 209.43	8 905.78	38 159.16
SANITATION	S029206	MR P R KHOZA	7 006.72	3 884.16	5 255.04	34 500.48
SANITATION	S774528	MR S S BUTHELEZI	3 198.72	9 596.16	8 986.88	33 891.20
SANITATION	S029282	MR J M GUMBI	4 798.08	8 453.76	9 443.84	32 263.28
SANITATION	S029037	MR T XABA	4 874.24	5 331.20	4 264.96	29 702.40
SANITATION	S774623	MR R MTSHALI	4 964.61	6 393.89	4 463.19	29 461.85
SANITATION	S029016	MR M S MDLALOSE	4 874.24	5 331.20	4 264.96	28 940.80
SANITATION	S029044	MR S S ZULY	4 874.24	5 331.20	4 264.96	28 940.80

OVERTIME REPORT – OCTOBER - DECEMBER 2013

DEPT	E/CODE	EMPLOYEE NAME	OCT	NOV	DEC	TOTAL
SANITATION	S773556	MS E P MASONDO	4 874.24	5 331.20	4 264.96	28 940.80
SANITATION	S774550	MR J P HADEBE	4 964.61	6 168.21	4 463.19	28 935.27
SANITATION	S774616	MR B E MLOTHA	4 964.61	6 393.89	4 463.19	28 860.21
SANITATION	S029009	MR M D MAJOLA	4 874.24	5 331.20	4 264.96	28 483.84
SANITATION	S029280	MR B B NOMBEBE	4 264.96	5 331.20	4 264.96	28 445.76
SANITATION	S773517	MR W B MTHEHTWA	4 264.96	5 331.20	4 264.96	27 722.24
SANITATION	S029023	MS L H MTHETHWA	4 874.24	5 331.20	4 264.96	27 265.28
SANITATION	S021241	MS P L MADELA	4 596.40	5 039.65	4 268.12	26 921.80
SANITATION	S774630	MR S J MTSHALI	4 112.64	3 198.72	8 225.28	26 732.16
SANITATION	S029030	MR N I MTSHALI	3 808.00	4 264.96	3 198.72	25 742.08
SANITATION	S029002	MR A M KHUMALO	4 874.24	5 331.20		25 285.12
SANITATION	S029213	MR J S MAKHANYA	3 808.00	4 798.08	3 655.68	24 675.84
SANITATION	S096635	MR H MDLALOSE	4 036.48		10 262.56	24 504.48
SANITATION	S027003	MS N F KHUMALO	3 808.00	3 427.20	3 198.72	22 162.56
SANITATION	S773154	MR Z BUTHELEZI	3 198.72	3 198.72	3 198.72	22 010.24
SANITATION	S774535	MR L A CEBEKHULU	3 198.72	3 198.72	3 198.72	20 791.68
SANITATION	S773147	MR I B SIMELANE	3 808.00	5 026.56	3 198.72	20 639.36
SANITATION	S021157	MR T N MDLALOSE	2 918.08	3 713.92	4 211.32	20 211.02
SANITATION	S029281	MR X B HLATSHWAYO	3 198.72	3 198.72	5 635.84	20 030.08
SANITATION	S774567	MR L L KHANYE	3 198.72	3 198.72	3 198.72	19 782.56
SANITATION	S774687	MR J Z XULU	3 198.72	3 198.72	3 198.72	19 192.32
SANITATION	S774599	MR C MATEBESI	2 208.64		5 331.18	16 831.34
SANITATION	S024177	MR E B MAGUBANE	2 741.76		6 397.44	16 145.92
SANITATION	S722445	MR G MBATHA	3 343.12		4 680.36	15 645.80
SANITATION	S773122	MR J P MBATHA	1 425.22	2 079.67	3 024.39	15 189.60

OVERTIME REPORT – OCTOBER - DECEMBER 2013

DEPT	E/CODE	EMPLOYEE NAME	OCT	NOV	DEC	TOTAL
SANITATION	S722653	MR J V XULU	1 774.24	3 279.44	2 225.07	14 673.80
SANITATION	S028246	MR M R MDLALOSE	2 916.92	2 173.06	1 262.06	13 665.07
SANITATION	S021159	MR A S NTULI	3 481.80	2 835.18	1 856.96	13 371.77
SANITATION	S021238	MS B P MOTO	2 363.84		5 515.68	12 081.92
SANITATION	S773549	MR S B MDHLALOSE	2 070.40	2 355.08	2 173.92	12 060.08
SANITATION	S021239	MS P P ZONDO	2 363.84		4 465.12	11 950.64
SANITATION	S024153	MR T E KHUMALO	1 872.16		5 616.48	11 767.84
SANITATION	S021248	MS O N MASUKU	1 838.56		4 465.12	11 425.36
SANITATION	S021252	MR S NKOSI	1 575.90	2 314.61	1 543.08	10 932.78
SANITATION	S021249	MS G A MYENI	2 232.56		4 465.12	10 900.08
SANITATION	S773115	MR R NKOSI	1 190.48	2 258.03	2 109.22	10 817.84
SANITATION	S774574	MR E S MADI				10 380.57
SANITATION	S016369	MR T S JIYANE				10 348.96
SANITATION	S021240	MS P X ZONDO	2 363.84		4 465.12	10 112.08
SANITATION	S021250	MR F O NKOSI	2 363.84		5 515.68	9 324.08
SANITATION	S099059	MR B F MTSHALI				9 291.52
SANITATION	S021253	MS F C WILSON	1 625.15	2 248.95	1 543.08	9 242.01
SANITATION	S021251	MR M C MALINGA	1 313.26	1 395.37	1 378.92	9 045.03
SANITATION	S024160	MR Z KV KHUMALO	2 407.04		4 680.64	8 959.84
SANITATION	S021237	MS G G KUBHEKA	2 363.84		4 465.12	8 667.52
SANITATION	S024611	MR B A ZULU	1 827.84	2 608.48	1 789.76	8 587.04
SANITATION	S021247	MR B B KHUMALO	1 313.26	1 510.24	1 378.92	7 813.82
SANITATION	S021254	MR S LA ZULU	1 313.26	1 510.24	1 378.92	7 304.95
SANITATION	S028126	MR M NKOSI	1 270.42		1 638.12	7 254.60
SANITATION	S021246	MR S M HLOPHE	1 157.35		3 685.36	7 034.20

OVERTIME REPORT – OCTOBER - DECEMBER 2013

DEPT	E/CODE	EMPLOYEE NAME	OCT	NOV	DEC	TOTAL
SANITATION	S028238	MR X T MBATHA	2 089.49	1 888.90	635.22	6 878.62
SANITATION	S021242	MR S SIWELLA	1 108.08	1 797.55	517.09	6 443.24
SANITATION	S021244	MR B A MBULI	1 288.65	1 855.00	623.82	5 803.02
SANITATION	S028260	MR S G NDLOVU	1 713.37	1 888.90		5 666.67
SANITATION	S021243	MR P M MCHUNU	1 157.35	344.73	3 160.05	5 195.66
SANITATION	S028253	MR J V NDIMA	1 078.18	1 128.33		5 023.15
SANITATION	S028119	MR D N MADUMA	718.77		1 103.24	4 496.53
SANITATION	S021156	MR M S BUTHELEZI	397.92	538.85	630.04	2 976.11
SANITATION	S773081	MR D L DRYSDALE	2 465.88			2 465.88
SANITATION	S029279	MR B W MDLALOSE	852.49	702.06		2 022.57
SANITATION	S774582	MR J M MALINGA				1 047.12
WATER	S722371	MR B A MLAMBO	7 504.24		23 672.46	57 688.77
WATER	S026128	MR N J MHLONGO	6 677.76		22 444.66	55 928.18
WATER	S024548	MR B P KHANYILE	10 908.44		16 490.27	51 334.10
WATER	S010312	MR P NENE	6 556.96		18 671.47	42 713.62
WATER	S020047	MR R H MARX	6 772.48		11 174.97	35 849.53
WATER	S773161	MR B A BUTHELEZI	6 549.76	5 483.52	7 082.88	34 652.80
WATER	S773203	MR T Z NDWANDWE	3 655.68	7 768.32	5 026.56	33 891.20
WATER	S024530	MR G O MAHLOBO	6 318.66	6 469.11	4 270.98	31 852.44
WATER	S012125	MR L DLAMINI	5 407.36		9 596.16	30 616.32
WATER	S190173	MR P M TSHABALALA	2 510.36		16 232.72	29 923.24
WATER	S015599	MR A T MBATHA	3 808.00		9 596.16	29 016.96
WATER	S021162	MR M I MYENI	8 181.30	6 671.24		28 780.97
WATER	S029284	MR B R MNGOMEZULU	6 549.76		8 206.28	28 369.64

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DEPT	E/CODE	EMPLOYEE NAME			OCT	NOV	DEC	TOTAL
WATER	S018590	MR	V	S DLAMINI	5 407.36		9 596.16	28 331.52
WATER	S024594	MR	D	I KHUMALO	1 599.36	7 539.84	6 930.56	25 894.40
WATER	S019480	MR	M	M SIBIYA	3 109.14	6 168.21	4 463.19	25 475.16
WATER	S012983	MR	W	W BUTHELEZI	3 731.84		9 515.46	24 709.38
WATER	S029291	MR	V	W NDLELA	3 716.70	5 420.20	3 639.28	24 623.14
WATER	S774504	MR	B	B BUTHELEZI	4 112.64	5 483.52	3 198.72	24 218.88
WATER	S015751	MR	M	SANGWENI	5 407.36		9 596.16	23 609.60
WATER	S722565	MR	T	S DLAMINI	2 139.66		6 495.01	20 929.38
WATER	S021236	MR	S	K NKOSI	2 626.60		5 393.69	20 906.84
WATER	S029287	MR	Q	S C NDABA	3 808.00		7 539.84	20 487.04
WATER	S774277	MR	E	V MDLALOSE	4 139.47	3 311.59	1 970.38	20 101.28
WATER	S095094	MR	T	I NGWENYA			7 844.46	19 801.58
WATER	S028059	MR	T	E NKOSI	4 329.47		6 419.78	18 371.72
WATER	S029265	MR	L	G MBATHA	2 156.39		6 473.13	18 015.52
WATER	S024361	MR	S	N SIMELANE	3 326.49		5 089.40	17 801.89
WATER	S024628	MR	I	Z ZULU	4 621.95		6 035.82	17 536.43
WATER	S026094	MR	T	E XULU	2 557.53		8 218.47	16 860.62
WATER	S017892	MR	M	E NKOSI	1 905.66		5 681.77	16 806.36
WATER	S026055	MR	B	G MASUKU	2 139.66		6 687.24	16 624.90
WATER	S026062	MR	V	T SIBISI	1 905.66		6 115.34	15 969.55
WATER	S029285	MR	A	N MABIZELA	2 741.76		4 721.88	15 822.20
WATER	S774214	MR	A	S MTSHALI	1 989.12	5 351.68	378.88	15 557.76
WATER	S028172	MR	J	T XULU	1 905.66		4 464.73	15 054.44
WATER	S024315	MR	P	B NXUMALO	2 407.08		8 713.11	14 062.27
WATER	S026048	MR	P	B MASONDO	1 905.66		3 032.94	13 906.78

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DEPT	E/CODE	EMPLOYEE NAME	OCT	NOV	DEC	TOTAL
WATER	S020544	MR B D MASONDO			3 841.07	13 803.95
WATER	S029267	MR S R XHAKAZA	1 872.16		4 680.36	13 639.96
WATER	S025132	MR B KUBHEKA	1 914.01		4 171.64	12 613.26
WATER	S024322	MR S R NYANDENI	2 206.48		5 741.34	12 327.46
WATER	S093145	MR C P KRUGER			12 175.54	12 175.54
WATER	S021235	MR P B MLAMBO	2 314.63		5 835.31	11 712.23
WATER	S096594	MR A B MTSHALI	3 343.12		4 680.36	11 366.60
WATER	S024604	MR D Z KHUMALO	2 380.00	2 589.44	2 341.92	10 967.04
WATER	S029264	MR R P KUNENE	2 139.66		3 239.10	10 677.73
WATER	S026079	MR B S SIBIYA	1 855.51		4 613.01	10 004.03
WATER	S024523	MR B M NENE	936.08		4 145.52	9 076.67
WATER	S025006	MR B K NXUMALO	1 914.01		1 696.04	8 616.51
WATER	S774197	MR P DLODLO	1 951.60	1 132.88	1 475.60	8 263.36
WATER	S021232	MR S R SIBIYA			2 737.79	6 989.48
WATER	S773387	MR T P NDLOVU	1 785.72	1 449.28	1 526.92	6 677.04
WATER	S021234	MR L R MHLONGO	1 149.10		2 737.79	6 414.91
WATER	S774253	MR M P MBATHA	1 228.08	1 285.20		6 406.96
WATER	S024226	MR D D MTHEMBU			5 448.80	5 448.80
WATER	S021233	MR R X MDHLETSHI	1 149.10			5 400.79
WATER	S099108	MR S J PRINSLOO			4 411.10	4 411.10
WATER	S090145	MR P O ELLIS			4 307.31	4 307.31
WATER	S029139	MR M P NENE	2 356.93			3 961.73
WATER	S774543	MR D M DLUDLU			3 892.15	3 892.15
WATER	S722580	MR T W MAGUDULELA				3 209.44
WATER	S018784	MR S A NKWANYANA			3 209.44	3 209.44

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DEPT	E/CODE	EMPLOYEE NAME	OCT	NOV	DEC	TOTAL
WATER	S019338	MR E T MBATHA			3 209.44	3 209.44
WATER	S773355	MS B H SOSIBO	1 313.76	456.96		2 951.20
WATER	S773281	MR G MAJOLA		456.96	1 123.36	2 760.80
WATER	S773259	MS F V DLAMINI		913.92	1 123.36	2 265.76
WATER	S028286	MR K S MHLONGO			936.08	936.08
WATER	S021231	MR C PIENAAR			344.75	344.75
ELECTRICITY	S021150	MR L G NGCOBO	12 801.61	19 427.80	16 655.66	85 486.84
ELECTRICITY	S021205	MR A P MASONDO	13 145.79	13 167.23	11 087.07	62 362.08
ELECTRICITY	S028014	MR C G DLAMINI	6 322.56	12 763.52	15 747.20	61 686.40
ELECTRICITY	S029301	MR P P MNOMIYA	6 156.80	7 909.12	13 947.52	48 544.00
ELECTRICITY	S028021	MR C D MNGOMEZULU	3 670.40	10 431.04	13 402.88	39 325.85
ELECTRICITY	S026030	MR N S MPUSULA	2 144.50		16 722.62	28 128.36
ELECTRICITY	S018631	MR N H MADELA	3 358.78	7 115.46	5 535.59	27 420.27
ELECTRICITY	S029300	MS N V BUTHELEZI	6 512.00			26 497.92
ELECTRICITY	S021225	MR S D KHANYILE	3 824.92	5 310.72	4 957.66	24 271.23
ELECTRICITY	S021229	MR T P NSIBANDE	1 379.00	6 508.97	3 414.58	19 018.14
ELECTRICITY	S021151	MS M NGUBANE	3 132.80	6 941.76		18 886.92
ELECTRICITY	S095030	MR S S SIBIYA	1 380.98	3 709.29	4 257.08	18 135.32
ELECTRICITY	S019578	MR B H SIBIYA	5 388.32	2 551.36	2 313.36	16 564.80
ELECTRICITY	S021164	MR P A DLAMINI	2 661.09	4 269.35	2 321.20	16 447.36
ELECTRICITY	S017204	MR M B XABA	1 289.67	3 503.85	3 720.66	15 202.17
ELECTRICITY	S019995	MR P M MDLALOSE	4 002.46	2 738.52	3 358.81	14 722.50
ELECTRICITY	S011280	MR A M DLAMINI	1 556.52	2 773.61	2 258.73	14 696.79
ELECTRICITY	S019882	MR Z V NKOSI	2 533.76	1 326.08	3 623.04	14 338.24

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DEPT	E/CODE	EMPLOYEE NAME	OCT	NOV	DEC	TOTAL
ELECTRICITY	S024339	MR J L Z QWABE	1 883.19	2 876.13	3 401.10	14 266.40
ELECTRICITY	S011427	MR B A MSIMANGO	1 872.51	1 907.63	4 248.20	13 189.39
ELECTRICITY	S019603	MR N V SIBIYA	1 746.22	1 335.35	2 271.20	12 652.59
ELECTRICITY	S773066	MR D L KHUMALO	1 860.83	4 435.42	1 790.55	12 545.69
ELECTRICITY	S029302	MR T A MTHEMBU	1 491.84	7 814.40		11 579.52
ELECTRICITY	S021226	MS T E MEHUNU	1 592.39	1 896.11	2 889.23	10 553.31
ELECTRICITY	S021230	MR R S SITHOLE	746.94	1 403.58	3 866.00	10 551.49
ELECTRICITY	S021227	MS M MKHWANAZI	1 042.45	2 134.13	2 331.10	10 425.32
ELECTRICITY	S021167	MR C C NGEMA	1 459.04	1 649.71	3 564.70	10 055.77
ELECTRICITY	S020127	MR D P KLEINGELD	572.16	3 274.02	4 736.17	9 726.67
ELECTRICITY	S021228	MR S H MTSHALI	1 420.03	1 707.30	4 342.02	9 578.76
ELECTRICITY	S021163	MS N P BIYELA	1 989.60	1 740.90	2 105.66	9 243.35
ELECTRICITY	S021165	MR M Z KUNENE	1 533.65	1 550.23	2 238.30	9 127.29
ELECTRICITY	S021166	MR S MNTAMBO	986.51	1 952.30	3 274.55	8 319.02
ELECTRICITY	S029146	MR M L SIBIYA	245.77	1 158.60	1 790.55	7 466.57
ELECTRICITY	S021145	MR L M APPENAH	1 525.76	921.78	1 112.51	5 181.11
ELECTRICITY	S098063	MR Q M SITHOLE		2 666.28		5 156.69
ELECTRICITY	S017324	MR J T THOMO	248.36	248.36	248.36	1 552.25
ELECTRICITY	S098070	MR B M KHANYILE				1 366.97
ELECTRICITY	S096138	MR G V COPPARD	781.44			1 349.76
		TOTAL	680 311.30	528 356.81	984 405.49	4 031 300.08

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<u>NAME</u>	<u>AMOUNT - DECEMBER</u>	<u>DATE</u>	<u>VOUCHER NO.</u>
<u>100-260860</u>	<u>MANAGER CORPORATE SERVICES</u>		
RAMODIBE A-ULUNDI DISTRICT AIDS COUNCIL MEETING	657.00	11/07/2013	124817-0008
RAMODIBE A-ULUNDI DISTRICT AIDS COUNCIL MEETING	1873.00	16/07/2013	124824-0009
MGOZA NB-ULUNDI WARD COMMITTEE SUPPORT PLANS	605.00	30/07/2013	124834-0001
MGOZA N B-ULUNDI WARD COMMITTEE SUPPORT PLANS	524.40	08/08/2013	124849-0005
RAMODIBE A-NN FINALISING & PRINTING OF NEWSLETTERS	1971.00	08/08/2013	124849-0010
MGOZA N B-MAYVILLE WARD COMMITTEE SUPPORT PLANS	2105.00	15/08/2013	124855-0007
MGOZA N B-PARKING	165.00	16/08/2013	124857-0006
RAMODIBE A-DBN GOV. COMMUNICATORS & NN PICKING NEWSLETTERS	2605.80	16/08/2013	124857-0016
MGOZA NB-WARD COMMITTEE SUPPORT PLANS MAYVILLE	2119.00	04/09/2013	124908-0008
MGOZA NB-PONGOLA PUBLIC PARTICIPATION PRACTITIONERS MEETING	531.30	16/09/2013	124934-0001
SHONALANGA LODGE-ACC.MM MAPHUMULO	8150.00	27/09/2013	124950-0028
MGOZA N B-MAYVILLE PPPSC	1800.00	04/10/2013	124971-0001
GARDEN COURT UMHLANGA-ACCOMMODATION MGOZA	2278.18	04/10/2013	124982-0001
GARDEN COURT SOUTH BEACH-ACCOMMODATION MGOZA	2599.32	10/10/2013	125007-0001
MGOZA N B-MAYVILLE CWP STEERING COMMITTEE	1800.00	11/10/2013	125016-0002
GARDEN COURT UMHLANGA-ACCOMMODATION MGOZA	2278.18	11/10/2013	125018-0004
RAMODIBE A-ZDM LAUNCH OF ZULULAND DISTRICT COMMUNICATORS	625.00	18/10/2013	125030-0002
DLAMINI MMV-PETTY CASH TOLL GATES N MGOZA	64.00	30/10/2013	16644
DLAMINI MMV-PETTY CASH TOLL GATES N MGOZA	64.00	30/10/2013	16644
RAMODIBE A	2162.00	01/11/2013	125103-0001
MGOZA NB	1940.00	07/11/2013	125105-0001
STAYEASY PMB-ACC N B CLOTHIER V, P SOLMS	3187.56	08/11/2013	125106-0009
HLOPHE LM-	98.00	08/11/2013	125108-0001
MTHOMBENI BR-	98.00	08/11/2013	125108-0002
SOLMS P-DBN ANNUAL RECORDS MNGNMNT CONFERENCE	7236.07	12/11/2013	125137-0001
CLOTHIER V-NJMPF AGM PMB	319.00	12/11/2013	125138-0001
SOLMS P-PMB NJMPF AGM	319.00	12/11/2013	125139-0001
VAN ROOYEN E-PMB NATAL JOINT AGM	319.00	12/11/2013	125140-0001

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<u>NAME</u>	<u>AMOUNT - DECEMBER</u>	<u>DATE</u>	<u>VOUCHER NO.</u>
GARDEN COURT UMHLANGA-ACCOMMODATION MGOZA	3717.27	13/11/2013	125145-0005
GARDEN COURT UMHLANGA-ACCOMMODATION MGOZA	-300.00	13/11/2013	125145-0005
LEACH W-SUN CITY ITNA ANNUAL WORKSHOP	2608.14	14/11/2013	125147-0004
MGOZA NB-ULUNDI PUBLIC HEARING LAND RIGHTS	518.00	14/11/2013	125147-0005
MGOZA NB-NEWCASTLE PUBLIC HEARING	502.00	21/11/2013	125168-0002
<u>TOTAL</u>	<u>55539.22</u>		
<u>101-260860</u>	<u>MUNICIPAL MANAGER</u>		
DLAMINI BN-JHB INTERNAL AUDIT WORKSHOP	3581.30	03/07/2013	124810-0003
CEDAR PARK HOTEL-ACCOMMODATION B N DLAMINI	3825.00	03/07/2013	124810-0004
PROFOUNDER INTELLIGENCE-REGISTRATION FEE BN	11968.86	03/07/2013	124810-0005
SANGWENI MP-ULUNDI DISTRICT COMMITTEE MEETING	1305.20	04/07/2013	124814-0003
NKONYANE S-ULUNDI DISTRICT TECHNICAL ADVISORY MEETING	1447.40	26/07/2013	124829-0007
SANGWENI MP-ZDM STEERING COMMITTEE	1326.00	08/08/2013	124849-0014
MOKOENA RS-MEETING WITH COGTA EDUMBE	1085.40	15/08/2013	124855-0023
DLAMINI MMV-PETTY CASH TOLL GATES R MOKOENA	67.00	22/08/2013	16599
NKONYANE SS-ULUNDI STEERING COMMITTEE MEETING	1455.20	16/09/2013	124932-0001
MOKOENA RS-DBN COGTA ,JFK HEARING,PMB MR KUHN,DBN SALGA	10609.40	16/09/2013	124935-0001
SHONALANGA LODGE-ACCOMMODATION R S MOKOENA	12900.00	27/09/2013	124950-0028
NKONYANE S-ZDM MEETING	1455.20	18/10/2013	125030-0004
NKONYANE SS-ULUNDI IDP ALIGNMENT MEETING	1346.80	12/11/2013	125128-0001
SANGWENI MP-DBN SUBMISSION OF DOCUMENTS ATTORNEYS	4107.00	20/11/2013	125167-0003
SOUTHERN SUN THE CULLINAN-ACC-RS MOKOENA	6585.65	25/11/2013	125170-0003
MOKOENA RS-SALGA MEETING CAPE TOWN	1751.00	25/11/2013	125170-0008
MOKOENA R S-DBN IMFO CONFERENCE	5967.80	27/11/2013	125173-0006
<u>TOTAL</u>	<u>70784.21</u>		

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<u>NAME</u>	<u>AMOUNT - DECEMBER</u>	<u>DATE</u>	<u>VOUCHER NO.</u>
140-260860	HUMAN RESOURCES		
MASUKU BT-DBN NSF FUNDED SKILLS DEVELOPMENT PROJECT	5221.00	16/07/2013	124824-0003
MCHUNU TJ-PRIVATE ACC.NSF FUNDED SKILLS DEVELOPMENT	559.00	16/07/2013	124824-0002
DLAMINI MMV-PETTY CASH TOLL GATES	102.00	05/08/2013	16588
MASUKU BT-NORTHERN REGION SKILLS DEV.FACILITATORS FORUM	319.00	08/08/2013	124849-0002
MCHUNU T J-NRSDF FORUM DURBAN	5338.00	08/08/2013	124849-0003
GARDEN COURT UMHLANGA-T MCHUNU & B MASUKU	2217.68	15/08/2013	124854-0011
MASUKU BT-DBN DOI MEETING & LGSETA ROADSHOW	5300.00	15/08/2013	124854-0012
MCHUNU TJ-DBN DOI MEETING & LGSETA ROAD SHOW	638.00	15/08/2013	124854-0013
GARDEN COURT SOUTH BEACH-ACC.T MCHUNU & B MASUKU	3737.36	15/08/2013	124854-0015
MASUKU B T-ULUNDI NSF STRATEGIC PROJECT MEETING	1282.60	27/08/2013	124868-0001
GARDEN COURT UMHLANGA-T MCHUNU & B MASUKU	2217.68	31/08/2013	124898-0002
DLAMINI MMV-PETTY CASH TOLL GATES	64.00	04/09/2013	16605
GARDEN COURT-UMHLANGA	-2217.68	18/09/2013	T1000731
MASUKU BT-JHB LEARNERSHIP MEETING	5936.30	20/09/2013	124947-0001
KHUMALO ZMW-DBN NJMPF TRAINING ON FUNERAL AID	3220.00	04/10/2013	124977-0001
MKHIZE ST-R/BAY LA HEALTH LAUNCH	3490.00	04/10/2013	124978-0001
GARDEN COURT UMHLANGA-T MCHUNU & B MASUKU	2217.68	10/10/2013	125002-0001
DLAMINI MMV-PETTY CASH TOLL GATES ZMW KHUMALO	64.00	14/10/2013	16626
MASUKU B T-DURBAN CONDITIONAL GRANTS BY SALGA KZN	5235.00	18/10/2013	125027-0006
GARDEN COURT UMHLANGA-ACC. EV SIBIYA	1139.00	22/10/2013	125031-0001
SIBIYA EV-DBN CONDITIONAL GRANTS BY SALGA KZN	319.00	22/10/2013	125031-0002
DLAMINI MMV-TOLLGATES B MASUKU	64.00	20/11/2013	16656
GARDEN COURT UMHLANGA-ACC. B MASUKU	3417.27	20/11/2013	125167-0008
MASUKU BT-DBN HRD STRATEGY FORUM	7635.00	21/11/2013	125168-0004
LE ROUX HL-HR FORUM AMANZIMTOTI	2103.80	25/11/2013	125170-0005
GARDEN COURT-ACC T J MNCHUNU	3477.87	25/11/2013	125170-0006
MNCHUNU TJ-JHB LEARNERSHIP FORUM	6583.95	25/11/2013	125171-0001
<u>TOTAL</u>	<u>69681.51</u>		

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<u>NAME</u>	<u>AMOUNT - DECEMBER</u>	<u>DATE</u>	<u>VOUCHER NO.</u>
200-260860	<u>FINANCIAL SERVICES</u>		
AMAZULU AFRICAN PALACE-ACC NXUMALO P, ZONDO S, MNGUNI			
NGWENYA P,N MAZIBUKO	12500.00	02/07/2013	124809-0007
CROWNE PLAZA-ACC.N MAZIBUKO & S NDLELA	5133.60	02/07/2013	124810-0002
CROWNE PLAZA-ACC.N MAZIBUKO & S NDLELA	5133.60	05/07/2013	124813-0001
ZONDO S-ZDM ASSET MANAGEMENT PRACTICES, DBN MFMP	2668.60	04/07/2013	124814-0004
MNGUNI NT-DBN MFMP COURSE	4341.00	04/07/2013	124814-0005
NXUMALO PH-DBN MFMP	5006.00	04/07/2013	124814-0006
NGWENYA P Z-DBN MFMP	638.00	04/07/2013	124814-0007
MAZIBUKO NS-CASEWARE 2013 MUN.USER GROUP & DBN MFMP	5003.15	04/07/2013	124814-0008
TUPPER L M-UMHLATHUZE ACCOUNTING STD UPDATE & AUDIT	1240.08	04/07/2013	124814-0009
NDLELA S Z-CASEWARE 2013 MUN.USER GROUP	638.00	04/07/2013	124814-0010
PROTEA HOTEL WATERFRONT-ACC.L TUPPER	2420.30	05/07/2013	124816-0001
MKHWANAZI TS-R/BAY GRAP STANDARDS	1118.00	10/07/2013	124817-0006
REFUND-CROWNE PLAZA-ACC.N MAZIBUKO & S NDLELA	-5133.60	23/07/2013	00760790
GARDEN COURT SOUTH BEACH-P NXUMALO	921.44	24/07/2013	124826-0003
NXUMALO PH-DBN AGM & SCM WORKSHOP	2494.50	24/07/2013	124826-0005
DLAMINI MMV-TOLLGATES S ZONDO	64.00	25/07/2013	16580
DLAMINI MMV-TOLLGATES TN MNGUNI	64.00	25/07/2013	16580
DLAMINI MMV-TOLLGATES PH NXUMALO	37.00	25/07/2013	16580
BUTHELEZI ZEB-TRAVEL CLAIM FROM LOUWSBURG TO VRYHEID	6049.90	26/07/2013	124829-0001
DLAMINI MMV-TOLL GATE P NXUMALO	64.00	05/08/2013	16588
KHUMALO MA-DBN DELIVERING OF INVOICES PUBLIC WORKS OFFICES	6082.00	15/08/2013	124855-0021
GARDEN COURT HARTFIELD-ACC.P NGW.P NXUM,S ZONDO,N MNG,N MAZI	18526.50	16/08/2013	124857-0015
STAYEASY PBM-ACC.T MKHWANAZI	796.89	27/08/2013	124867-0004
NGWENYA PZ-PRETORIA MFMP	8697.10	29/08/2013	124893-0001
MAZIBUKO NS-PRETORIA MFMP	4983.50	29/08/2013	124893-0002
MNGUNI NT-PRETORIA MFMP COURSE	957.00	29/08/2013	124895-0002

SUBSISTENCE & TRAVELLING FOR ALL DEPARTMENTS 2012-2013

<u>NAME</u>	<u>AMOUNT - DECEMBER</u>	<u>DATE</u>	<u>VOUCHER NO.</u>
NXUMALO PH-PRETORIA MFMP	957.00	29/08/2013	124895-0004
ZONDO SJ-PRETORIA MFMP	957.00	29/08/2013	124895-0005
DLAMINI MMV-PETTY CASH TOLL GATES	64.00	04/09/2013	16605
MKHWANAZI TS-AG PMB DELIVERING OF AFS	922.20	04/09/2013	124908-0004
NTOMBELA MC-DBN ELSTER KENT ANNUAL SYMPOSIUM	5146.00	04/09/2013	124908-0007
BUTHELEZI ZEB-TRAVEL CLAIM FROM LOUWSBURG TO VRYHEID	8829.90	04/09/2013	124909-0001
GARDEN COURT UMHLANGA-ACC,T S MKHWANAZI,L TUPPER,B MKHONZA G ENGELBRECHT	13669.08	16/09/2013	124941-0004
PROTEA HOTEL HATFIELD-ACC.MFMP PRETORIA	15054.00	20/09/2013	124946-0002
VALLEY LODGE-ACC.NGWENYA,MNGUNI,MAZIBUKO,ZONDO,NXUMALO	7950.00	20/09/2013	124946-0003
DLAMINI MMV-PETTY CASH TOLL GATES-N MAZIBUKO	123.00	27/09/2013	16617
DLAMINI MMV-PETTY CASH TOLL GATES-P NGWENYA	72.00	27/09/2013	16617
MNGUNI T N-PRETORIA MFMP & DURBAN	5368.00	27/09/2013	124950-0009
MAZIBUKO NS-PRETORIA MFMP & DURBAN	4857.00	27/09/2013	124950-0010
NXUMALO PH-PRETORIA MFMP & DBN	7095.50	27/09/2013	124950-0011
NGWENYA PZ-PRETORIA MFMP & DBN	1595.00	27/09/2013	124950-0012
	1442.00	27/09/2013	124950-0013
TUPPER L M-DBN IMFO CONFERENCE	1993.00	27/09/2013	124950-0014
SHONALANGA LODGE-ACC.TS MKHWANAZI	14000.00	27/09/2013	124950-0028
MKHONZA BA-IMFO CONFERENCE	2119.00	27/09/2013	124950-0067
ZONDO SJ-PRETORIA MFMP & DBN	8277.00	27/09/2013	124950-0068
MKHWANAZI TS-SUN CITY MUNSOFT 2013 AGM	3857.60	10/10/2013	125000-0001
SOUTHERN SUN ELANGENI-ACC.M NTOMBELA	3016.50	10/10/2013	125009-0001
BUTHELEZI ZEB-TRAVEL CLAIM FROM LOUWSBURG TO VRYHEID	6961.84	15/10/2013	125021-0004
TUPPER LM-MUSOFT 2013 AGM SUN CITY	3375.60	15/10/2013	125023-0012
MKHWANAZI TS-SANDTON AUDIT CONFERENCE & PMB TRAINING D FORMS	4738.00	18/10/2013	125027-0004
MKHWANAZI TS-	3857.60	18/10/2013	125000-0001
SOUTHERN SUN PMB-ACC. L TUPPER & TS MKHWANAZI	2320.50	22/10/2013	125032-0001
PROTEA HOTEL RICHARDS-ACC. L TUPPER, MAZIBUKO, NDLELA &MKHWANAZI	3913.40	24/10/2013	125035-0004
VALLEY LODGE-ACC. NGWENYA, MNGUNI,MAZIBUKO, ZONDO, NXUMALO	7950.00	29/10/2013	125058-0001

SUBSISTENCE & TRAVELLING FOR ALL DEPARTMENTS 2012-2013

<u>NAME</u>	<u>AMOUNT - DECEMBER</u>	<u>DATE</u>	<u>VOUCHER NO.</u>
TUPPER LM-	1523.04	29/10/2013	125059-0001
DLAMINI MMV-PETTY CASH TOLL GATES-N MNGUNI	64.00	30/10/2013	16644
KUBHEKA ML-R/BAY SCOA WORKSHOP	319.00	08/11/2013	125106-0001
NDLELA S Z-R/BAY	319.00	08/11/2013	125106-0002
MAIZBUKO NS-DBN MFMP	957.00	08/11/2013	125106-0003
NGWENYA PZ-DBN MFMP	6945.00	08/11/2013	125106-0004
MNGUNI NT-DBN MFMP COURSE	638.00	08/11/2013	125106-0005
NXUMALO PH-DBN MFMP	5069.00	08/11/2013	125106-0006
ZONDO SJ-DBN MFMP	638.00	08/11/2013	125106-0008
MKHWANAZI TS	4814.00	08/11/2013	125106-0010
DLAMINI MMV-PETTY CASH TOLL GATES	37.00	20/11/2013	16656
SOUTHERN SUN PMB-ACC. TS MKHWANAZI	1059.60	28/11/2013	125180-0001
<u>TOTAL</u>	<u>253308.92</u>		
<u>250-260860</u>	<u>PLANNING & DEVELOPMENT</u>		
VANDAYAR S-SPATIAL PLANNING TRAINING-PMB	1962.80	11/07/2013	124817-0009
MGUDLWA LZ-ULUNDI AIRPORT DEVELOPMENT MEETING	79.80	26/07/2013	124829-0006
VANDAYAR S-SPATIAL PLANNING TRAINING-R/BAY	653.44	29/08/2013	124895-0003
VANDAYAR S-ULUNDI INDUCTION PROG.ON HUMAN SETTLEMENT	877.20	20/09/2013	124947-0002
VANDAYAR S-DBN SPECIAL PDA FORUM	1015.00	04/10/2013	124981-0003
VANDAYAR S-PMB COGTA SPATIAL PLANNING TRAINING	1677.00	24/10/2013	125035-0003
NTSHANGASE LH-	522.60	29/10/2013	125045-0001
GARDEN COURT ULUNDI-ACC. N SHABALALA	2884.18	14/11/2013	125047-0002
VANDAYAR S-PMB COGTA SPATIAL PLANNING TRAINING	1956.20	11/11/2013	125110-0002
<u>TOTAL</u>	<u>11628.22</u>		
<u>300-260860</u>	<u>PARKS & GARDENS</u>		
MNIKATHI AB-DBN MEETING WITH DEPT OF ENVIRONM. AFFAIRS	1235.00	26/07/2013	124829-0003

SUBSISTENCE & TRAVELLING FOR ALL DEPARTMENTS 2012-2013

<u>NAME</u>	<u>AMOUNT - DECEMBER</u>	<u>DATE</u>	<u>VOUCHER NO.</u>
MNIKATHI AB-DBN SPORTS EVENTS INDABA,MANDENI, KOKSTAD,DBN	5981.18	13/09/2013	124920-0002
SHONALANGA LODGE-ACC.A MNIKATHI	8000.00	27/09/2013	124920-0028
DLAMINI MMV-PETTY CASH TOLL GATES M B NDLOZI	103.50	14/10/2013	16626
MNIKATHI AB-	1337.00	29/10/2013	125071-0002
<u>TOTAL</u>	<u>16656.68</u>		
<u>310-260860</u>	<u>HALLS</u>		
DLAMINI MMV-PETTY CASH TOLL GATES M R BUTHELEZI	54.00	27/09/2013	16617
MTSHALI V-EDUMBE IGF MEETING & DBN PUBLIC LIBRARY CONFERENCE	8320.70	20/11/2013	125159-0001
DLAMINI MMV-PDRIVING VANESSA TO KOKSTAD AND TOLLGATES	388.00	20/11/2013	125167-0002
GARDEN COURT UMHLANGA-ACC K DLAMINI	4017.27	20/11/2013	125167-0008
STAYEASY-	796.89	20/11/2013	125167-0009
DLAMINI K-DBN LIBRARIANS ANNUAL CONFERENCE	4729.00	21/11/2013	125168-0003
<u>TOTAL</u>	<u>18305.86</u>		
<u>390-260860</u>	<u>LIBRARY</u>		
MTSHALI V-SLIMS ADVANCED CIRCULATION TRAINING-PMB	5053.40	02/07/2013	124810-0001
PROTEA HOTEL IMPERIAL-ACCOMMODATION V MTSHALI	1825.40	03/07/2013	124810-0006
VAN NIEKERK-DUNDEE BOOK EXCHANGE	618.41	15/08/2013	124854-0014
MTSHALI V-PMB SLIMS ADVANCED CIRCULATION TRAINING	1584.00	22/08/2013	124860-0001
MTSHALI V-NKANDLA LIBRARY-INTEREST GROUP FORUM	2973.30	04/09/2013	124908-0003
MTSHALI V-DUNDEE BOOK EXCHANGE	1415.26	15/10/2013	125023-0015
DLAMINI KS-PMB SLIMS CIRCULATION TRAINING	6281.00	24/10/2013	125034-0001
THE CITY ROYAL HOTEL-ACC.DLAMINI,MADELA,MDLALOSE,MOLOI,MAZIBUKO	8300.00	24/10/2013	125034-0003
MADELA SS-PMB SLIMS CIRCULATION TRAINING	638.00	24/10/2013	125034-0004
MDLALOSE L-PMB SLIMS CIRCULATION TRAINING	638.00	24/10/2013	125034-0005
MOLOI Z-PMB SLIMS CIRCULATION TRAINING	638.00	24/10/2013	125034-0006
MAZIBUKO J-PMB SLIMS CIRCULATION TRAINING	638.00	24/10/2013	125034-0009

SUBSISTENCE & TRAVELLING FOR ALL DEPARTMENTS 2012-2013

<u>NAME</u>	<u>AMOUNT - DECEMBER</u>	<u>DATE</u>	<u>VOUCHER NO.</u>
CITY ROYAL HOTEL-ADDITIONAL ACOUMMODATION FOR SLIMS CIRCULATION	4150.00	30/10/2013	125073-0001
GARDEN COURT SOUTH BEACH-ACC V MTSALI	2779.17	20/11/2013	125165-0002
<u>TOTAL</u>	<u>37531.94</u>		
<u>470-260860</u>	<u>SAFETY & SECURITY</u>		
SIBIYA EV-TRAFFIC OFFICER'S COURSE-MEALS	2552.00	10/07/2013	124819-0001
NAICKER K-PMB AARTO TASK TEAM MEETING	1391.60	16/07/2013	124824-0010
MTHEMBU TS-NEWCASTLE CALIBRATION OF SPEED MACHINES	605.00	26/07/2013	124829-0002
DLAMINI MMV-PETTY CASH TOLL GATES-K NAICKER	74.00	05/08/2013	16588
SIBIYA EV-TRAFFIC OFFICER'S COURSE-MEALS	3509.00	08/08/2013	124849-0004
NAICKER K-NEWCASTLE FIRE SERVICES	625.80	15/08/2013	124852-0006
NAICKER K-ULUNDI DISASTER MANAGEMENT	589.40	04/09/2013	124908-0002
ECKERSLEY BW-PMB MEETING WITH DEPART.OF TRANSPORT	1535.80	06/09/2013	124913-0001
NAICKER K-PMB MEETING WITH DOT TRAFFIC TRAINING COLLEGE	1419.40	06/09/2013	124914-0001
SIBIYA EV-TRAFFIC OFFICER'S COURSE-MEALS	3509.00	13/09/2013	124920-0001
MTHEMBU TS-DISASTER MEETNG ULUNDI	529.60	04/10/2013	124975-0001
SIBIYA EV-PRETORIA TRAFFIC OFFICERS TRAINING	3190.00	04/10/2013	124976-0001
SIBIYA EV-TRAFFIC OFFICER'S COURSE-MEALS	3190.00	08/11/2013	125109-0001
NAICKER K-ULUNDI DISASTER MANAGEMENT	573.80	12/11/2013	125136-0001
MTHEMBU TS-ULUNDI DISASTER WORKSHOP	1147.60	20/11/2013	125164-0001
NAICKER K-ULUNDI DISASTER MANAGEMENT	1147.60	20/11/2013	125164-0002
MTHEMBU TS-ULUNDI DISASTER WORKSHOP	612.20	22/11/2013	125169-0006
<u>TOTAL</u>	<u>26201.80</u>		
<u>480-260860</u>	<u>HOUSING SERVICES</u>		
SHABALALA N-ULUNDI HUMAN SETTLEMENTS SUMMIT	810.00	18/10/2013	125027-0001
<u>TOTAL</u>	<u>810.00</u>		

SUBSISTENCE & TRAVELLING FOR ALL DEPARTMENTS 2012-2013

<u>NAME</u>	<u>AMOUNT - DECEMBER</u>	<u>DATE</u>	<u>VOUCHER NO.</u>
500-260860	ROADS		
NDLOVU P J-ULUNDI ESTABLISHMENT OF ZDM INTEGRATED TRANSPORT	701.20	04/09/2013	124908-0001
TOWN LODGE PORT ELIZABETH-ACC.PJ NDLOVU	2632.80	18/10/2013	125026-0006
NDLOVU P J-ANNUAL IMESA CONVENTION IN PORT ELIZABETH	6757.00	18/10/2013	125028-0001
NDLOVU PJ-PORT ELIZABETH IMESA CONFERENCE	1213.20	29/10/2013	125071-0001
NDLOVU PJ-PMB DEPT TRANSPORT MEETING,ZDM ASSET MNGMNT MEETING	2340.00	13/11/2013	125146-0001
KHOZA RZ-PMB NJMPF AGM	319.00	20/11/2013	125165-0001
STAYEASY-CC R KHOZA	796.89	20/11/2013	125167-0009
<u>TOTAL</u>	<u>14760.09</u>		
510-260860	TECHNICAL ADMIN		
DLAMINI BE-DBN KZN EXPANDED PUBLIC WORKS PROGRAMME 2013	2441.00	29/08/2013	124893-0004
DLAMINI MMV-TOLLGATES-DLAMINI BE	64.00	27/09/2013	16617
CHETTY S-AMEU EAST LONDON & FLIGHTS	5822.00	27/09/2013	124950-0047
DLAMINI BE-DBN DOCUMENTS URGENTLY REQUIRED AT ESKOM	1721.00	04/10/2013	124970-0001
DLAMINI MMV-PETTY CASH TOLL GATES E DLAMINI	64.00	14/10/2013	125035-0002
TOWN LODGE PORT ELIZABETH-ACC. S CHETTY	1755.20	18/10/2013	125036-0001
CHETTY S-	6408.98	18/10/2013	125027-0002
GARDEN COURT EAST LONDON-ACC. S CHETTY	4235.37	22/10/2013	244384
CHETTY S-PARKING REFUND	240.00	24/10/2013	125035-0002
CHETTY S-ANNUAL IMESA CONVENTION PORT ELIZABETH	2945.00	25/10/2013	125036-0001
DIDIMA-ACC S CHETTY	920.00	14/11/2013	125150-0009
<u>TOTAL</u>	<u>26616.55</u>		
570-260860	WATER SERVICES		
DLAMINI WC-DBN MASSIFICATION GRANT PROGRAMME MEETING	1707.00	26/07/2013	124829-0005
DLAMINI WC-ULUNDI CONFERENCE WATER AFFAIRS	529.60	04/10/2013	124979-0001

SUBSISTENCE & TRAVELLING FOR ALL DEPARTMENTS 2012-2013

<u>NAME</u>	<u>AMOUNT - DECEMBER</u>	<u>DATE</u>	<u>VOUCHER NO.</u>
TOWN LODGE PORT ELIZABETH-ACC. W C DLAMINI	2632.80	18/10/2013	125026-0006
DLAMINI WC-ANNUAL IMESA CONVENTION PORT ELIZABETH	957.00	18/10/2013	125027-0003
DLAMINI WC-PORT ELIZABETH	559.00	30/10/2013	125073-0002
DLAMINI WC-WATER FORUM 2013	1621.60	20/11/2013	125154-0001
<u>TOTAL</u>	<u>8007.00</u>		
<u>580-260860</u>	<u>ELECTRICITY</u>		
TUPPER K G-AMEU FLIGHTS REFUND	3487.00	27/09/2013	124950-0015
DU PLESSIS A-AMEU FLIGHTS REFUND	3681.00	27/09/2013	124950-0016
TUPPER K G-AMEU & NEWCASTLE MEETING WITH ESKOM	1429.50	27/09/2013	124950-0046
DU PLESSIS A-AMEU & NQUTU ESKOM OFFICES	2348.08	27/09/2013	124950-0048
GARDEN COURT EAST LONDON-ACC.K TUPPER,A DU PLESSIS, S CHETTY	12706.11	27/09/2013	124952-0001
TUPPER KG-REFUND CAR HIRE	1421.69	11/10/2013	125019-0009
DU PLESSIS ANDRE- REFUND PARKING AND TOLL GATES	264.00	18/10/2013	125027-0005
GARDEN COURT EAST LONDON-ACC.K TUPPER,A DU PLESSIS, S CHETTY	-4235.37	22/10/2013	244384
TUPPER KG-	1830.40	24/10/2013	125034-0002
DIDIMA-ACC K TUPPER	920.00	14/11/2013	125150-0009
NKOSI ZV-NJMPF AGM	319.00	20/11/2013	125166-0002
DU PLESSIS PA-DBN SALGA	1225.00	20/11/2013	125167-0007
STAYEASY-ACC.Z NKOSI	796.89	20/11/2013	125167-0009
<u>TOTAL</u>	<u>26193.30</u>		

SUBSISTENCE AND TRAVELLING CLAIMS**106-260860**

NAME & REASON FOR TRAVELLING	AMOUNT	DATE	VOUCHER NO.
MONTH: OCTOBER			
ZUNGU ME-JHB COMMUNITY PARTICIPATION	4398.85	04/10/2013	124966-0001
VILAKAZI SM-JHB COMMUNITY PARTICIPATION	5300.45	04/10/2013	124967-0001
MKHULISE AD-JHB COMMUNITY PARTICIPATION	3006.2	04/10/2013	124968-0001
MDLALOSE M-JHB COMMUNITY PARTICIPATION	3779	04/10/2013	124969-0001
PROTEA HOTEL R/BAY-ACCOMMODATION MTSHALI PM	1956.7	04/10/2013	124972-0001
SHABALALA JB-DRIVE SPEAKER TO R/BAY KZN SPEAKER'S FORUM	638	04/10/2013	124973-0001
MTSHALI PM-R/BAY KZN SPEAKER'S FORUM	3148.08	04/10/2013	124974-0001
GARDEN COURT UMHLANGA-ACC. MAYOR, DRIVER & BODYGUARD	10753.21	10/10/2013	125002-0001
NDLOVU W	638	11/10/2013	125018-0001
MAGUBANE B	638	11/10/2013	125018-0002
MAGUBANE B-ULUNDI RURAL HUMAN SETTLEMENTS DIALOGUE 2013	196	16/10/2013	125025-0001
KHABA M-ULUNDI RURAL HUMAN SETTLEMENTS DIALOGUE 2013	196	16/10/2013	125025-0002
MAGUBANE B-DBN MUNIMEC	319	24/10/2013	125035-0007
KHABA M-MUNIMEC DBN	319	24/10/2013	125034-0008
MASANDO AM-SALGA KZN PROVINCIAL MEMBERS ASSEMBLY	1038	24/10/2013	125035-0001
MASUKU KE-DBN WOMEN COUNCILLOR DIALOGUE 2013	319	28/10/2013	125037-0001
HLELA XA-DBN WOMEN COUNCILLOR DIALOGUE 2013	319	28/10/2013	125037-0002
MKHWANAZI PP-	319	28/10/2013	125037-0003
MAGUBANE B-DBN WOMEN COUNCILLOR DIALOGUE 2013	319	28/10/2013	125037-0004
RADEBE TV-DURBAN WOMEN COUNCILLOR DIALOGUE 2013	319	28/10/2013	125037-0005
KHABA M-DURBAN WOMEN COUNCILLOR DIALOGUE 2013	319	28/10/2013	125037-0006
NDLELA NP-DBN WOMEN COUNCILLORS DIALOGUE 2013	4442	28/10/2013	125037-0007
KHABA NP-DBN MUNIMEC & WOMEN COUNCILLOR	957	28/10/2013	125037-0008
SHAMASE AJ-DBN WOMEN COUNCILLOR DIALOGUE 2013	319	28/10/2013	125038-0001
MADONSELA JS-DBN TAKING COUNCILLORS TO THE WOMEN DIALOGUE	319	28/10/2013	125038-0002
MAZIBUKO DP-DBN WOMEN COUNCILLOR DIALOGUE 2013	319	28/10/2013	125038-0003
ZWANE B S-DBN CAPICITY BUILDING SALGA KZN	719	28/10/2013	125038-0004
WILLIAMS MP-DBN WOMEN COUNCILLOR DIALOGUE 2013	319	28/10/2013	125038-0005
ZWANE B L-DBN WOMEN COUNCILLOR DIALOGUE 2013	4995	28/10/2013	125038-0006

SUBSISTENCE AND TRAVELLING CLAIMS

106-260860

<u>NAME & REASON FOR TRAVELLING</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>VOUCHER NO.</u>
ZWANE SB-DBN WOMEN COUNCILLOR DIALOGUE 2013	319	28/10/2013	125038-0007
VILAKAZI TE-ULUNDI WOMEN COUNCILLORS DIALOGUE 2013	319	28/10/2013	125038-0008
GARDEN COURT UMHLANGA-ACC. COUNCILLORS	10890	28/10/2013	125039-0001
GARDEN COURT SOUTH BEACH-B ZWANE	866.39	30/10/2013	125075-0001
KHABA M-	319	30/10/2013	125078-0007
MAGUBANE B-	319	30/10/2013	125078-0008
<u>TOTAL</u>	63659.88		
MONTH NOVEMBER 2013			
GARDEN COURT SOUTH BEACH-ACC.E QWABE	1732.78	08/11/2013	125107-0001
KHABA M-DBN WORK GROUP,SALGA,PMB KZN AIDS COUNCIL MEETING	1276	11/11/2013	125110-0003
MAGUBANE-DBN WORK GROUP, SALGA, PMB KZN AIDS COUNCIL MEETING	1276	11/11/2013	125110-0004
KHABA P N-DBN WORK GROUP,SALGA,PMB KZN AIDS COUNCIL MEETING	1276	11/11/2013	125110-0005
MTSHALI P M-ULUNDI HUMAN SETTLEMENT ZDM	98	11/11/2013	125110-0006
SHABALALA JB-ULUNDI HUMAN SETTLEMENT ZDM	98	11/11/2013	125110-0007
GARDEN COURT SOUTH BEACH-ACC P MSTHALI & J B SHABALALA	3585.56	12/11/2013	125131-0001
MTSHALI P M-DBN SALGA KZN PROVINCIAL ASSEMBLY	4740	12/11/2013	125141-0001
SHABALALA JB-DBN SALGA KZN	638	12/11/2013	125142-0001
GARDEN COURT SOUTH BEACH-KHABA M,KHABA P,MAGUBANE	2133.18	12/11/2013	125143-0001
GARDEN COURT SOUTH BEACH-KHABA M,KHABA P,MAGUBANE	2398.18	12/11/2013	125143-0002
GARDEN COURT SOUTH BEACH-ACC MASONDO	1732.78	12/11/2013	125144-0001
GARDEN COURT UMHLANGA-	4553.96	13/11/2013	125145-0005
CLOTHIER VS-KOKSTAD SALGA GAMES	319	14/11/2013	125148-0002
GARDEN COURT SANDTON DEPUTY MAYOR	5361.96	15/11/2013	125151-0006
NDLELA NP-SANDTON SPORTS BUSINESS INDABA 2013	5355.3	15/11/2013	125151-0007
MASUKU K-SANDTON SPORTS BUSINESS INDABA 2013	638	15/11/2013	125151-0008
SHAMASE J-SANDTON SPORTS BUSINESS INDABA 2013	638	15/11/2013	125151-0009
DLAMINI MMV-PETTY CASH	80	20/11/2013	16656

SUBSISTENCE AND TRAVELLING CLAIMS**106-260860**

<u>NAME & REASON FOR TRAVELLING</u>	<u>AMOUNT</u>	<u>DATE</u>	<u>VOUCHER NO.</u>
KHABA PN-PMB MEETING AG	319	20/11/2013	125167-0004
KHABA M-PMB AG MEETING	319	20/11/2013	125167-0005
MAGUBANE-PMB AG MEETING	319	20/11/2013	125167-0006
GARDEN COURT UMHLANGA- SOUTHERN SUN-	2276.98	20/11/2013	125167-0008
VILAKAZI TE-ULUNDI DISTRICT MNGMNT W/SHOP,PMB AGM NATAL JOINT	1059.6	20/11/2013	125167-0010
NDLELA NP-ULUNDI DISTRICT MNGMNT W/SHOP	2035	21/11/2013	125168-0005
ZWANE L-ULUNDI DISTRICT MNGMNT W/SHOP	3047	21/11/2013	125168-0006
MADONSELA JS-ULUNDI DISASTER MNGMNT WORKSHOP	3047	21/11/2013	125168-0007
KHUMALO MB-ULUNDI DISASTER MNGMNT WORKSHOP	196	21/11/2013	125168-0008
MKHULISE AD-ULUNDI DISASTER WORKSHOP	3065.9	22/11/2013	125169-0001
VILAKAZI SM-ULUNDI DISASTER WORKSHOP	1722.2	22/11/2013	125169-0002
MAHLASE DJ-ULUNDI DISASTER WORKSHOP	3049.3	22/11/2013	125169-0003
SIYAYA S S-ULUNDI DISASTER WORKSHOP	1722.2	22/11/2013	125169-0004
SOUTHERN SUN THE CULLINAN-ACC P N KHABA	2466.4	22/11/2013	125169-0005
NDLOVU T M-ULUNDI DISASTER WORKSHOP	4645.65	25/11/2013	125170-0003
KHABA PN-CAPE TOWN SALGA ASSEMBLY & DBN AG MEETING	1722.2	25/11/2013	125170-0004
MDLALOSE M-ULUNDI DISASTER WORKSHOP	957	25/11/2013	125170-0007
GARDEN COURT MARINE PARADE-ACC COUNCILLORS	2069.1	27/11/2013	125175-0002
MTHEMNU JW-ULUNDI DISASTER WORKSHOP	15783.38	27/11/2013	125176-0001
	2324.4	27/11/2013	125176-0002
<u>TOTAL</u>	<u>90077.01</u>		

SUBSISTENCE & TRAVELLING - SUMMARY REPORT OCTOBER - DECEMBER 2013

DEPARTMENT	JUL - JUN			JULY - DEC			DECEMBER		
	BUDGET	EST ACTUAL	DIFF	YTD BUDGET	YTD TOTAL	YTD DIFF	MTD BUDGET	MTD ACTUAL	MTD DIFF
	MANAGER CORPORATE SERVICES	200 000.00	120 685.04	79 314.96	100 000.00	60 342.52	39 657.48	16 666.67	4 802.50
MUNICIPAL MANAGER	100 000.00	148 403.22	-48 403.22	50 000.00	74 201.61	-24 201.61	8 333.33	3 417.40	4 915.93
MAYORAL ADMINISTRATION	548 480.00	961 260.90	-412 780.90	274 240.00	480 630.45	-206 390.45	45 706.67	124 689.08	-78 982.41
HUMAN RESOURCES	165 000.00	151 340.80	13 659.20	82 500.00	75 670.40	6 829.60	13 750.00	5 988.80	7 761.20
FINANCE	300 000.00	571 640.98	-271 640.98	150 000.00	285 820.49	-135 820.49	25 000.00	38 721.97	-13 721.97
STRATEGIC PLANNING	100 000.00	26 974.84	73 025.16	50 000.00	13 487.42	36 512.58	8 333.33	1 859.20	6 474.13
INFORMATION	10 500.00	-	10 500.00	5 250.00	-	5 250.00	875.00	-	875.00
PARKS & GARDENS	85 000.00	39 955.92	45 044.08	42 500.00	19 977.96	22 522.04	7 083.33	3 321.28	3 762.05
COMMUNITY DEVELOPMENT	28 690.00	36 611.72	-7 921.72	14 345.00	18 305.86	-3 960.86	2 390.83	-	2 390.83
PUBLIC SAFETY	50 000.00	61 260.00	-11 260.00	25 000.00	30 630.00	-5 630.00	4 166.67	4 428.20	-261.53
ENGINEERING ROADS	30 000.00	30 886.18	-886.18	15 000.00	15 443.09	-443.09	2 500.00	683.00	1 817.00
ENGINEERING ADMIN	150 000.00	53 632.38	96 367.62	75 000.00	26 816.19	48 183.81	12 500.00	199.64	12 300.36
TOTAL SUBSISTENCE & TRAVELLING	2 140 890.00	2 344 450.46	-203 560.46	1 070 445.00	1 172 225.23	-101 780.23	178 407.50	188 111.07	-9 703.57

**Reporting Finance – 2nd Quarter
KPA – December 2013**

PRIORITY	QUARTERLY TARGET	DONE/ NOT DONE	REASON/ PORTFOLIO OF EVIDENCE	REQUIRED INTERVENTION	RESPONSIBLE PERSON
Budget	Consolidation of draft departmental budgets.	Done	Attached	None	Lois Tupper
	Submission of the 1st Quarter report	Done	S71 Reports submitted	None	Lois Tupper
Expenditure Control	Submission of the 1st Quarter report	Done	S71 Reports Submitted	None	Lois Tupper

**Reporting Finance – 2nd Quarter
KPA – December 2013**

PRIORITY	QUARTERLY TARGET	DONE/ NOT DONE	REASON/ PORTFOLIO OF EVIDENCE	REQUIRED INTERVENTION	RESPONSIBLE PERSON
Supply Chain Management	Submission of deviation reports to Council.	Done	Attached	None	Bheki Mkhonza
Asset Management	Conduct asset count	Not done	Await the migration of fixed asset register. Migration postponed to January to coincide with the	None	Bheki Mkhonza

**Reporting Finance – 2nd Quarter
KPA – December 2013**

PRIORITY	QUARTERLY TARGET	DONE/ NOT DONE	REASON/ PORTFOLIO OF EVIDENCE	REQUIRED INTERVENTION	RESPONSIBLE PERSON
			Munsoft upgrade.		
Revenue Enhancement	Tabling of the monthly and quarterly revenue reports	Done	S71 Reports submitted.	None	Gerhard Engbrecht

**Reporting Finance – 2nd Quarter
KPA – December 2013**

PRIORITY	QUARTERLY TARGET	DONE/ NOT DONE	REASON/ PORTFOLIO OF EVIDENCE	REQUIRED INTERVENTION	RESPONSIBLE PERSON
Finance Management Policies	Implementation of the finance policies Tabling of the AG issues, progress report to EXCO and Council.	Done	Policies implemented as adopted	None	Finance Department

Reporting Finance – Quarterly/Monthly & Weekly KPA – November 2013

PRIORITY	QUARTERLY TARGET	DONE/ NOT DONE	REASON/ PORTFOLIO OF EVIDENCE	REQUIRED INTERVENTION	RESPONSIBLE PERSON
Budget	Prepare draft IDP/ Budget Approval of the monthly and quarterly report	Done Done	Attached S71 Reports submitted	None None	Lois Tupper / Sakhile Nkonyane Lois Tupper
Expenditure Control	Submission of the 1 st Quarter report	Done	S71 Reports Submitted	None	Lois Tupper

Reporting Finance – Quarterly/Monthly & Weekly KPA – November 2013

PRIORITY	QUARTERLY TARGET	DONE/ NOT DONE	REASON/ PORTFOLIO OF EVIDENCE	REQUIRED INTERVENTION	RESPONSIBLE PERSON
Supply Chain Management	Submission of deviation reports to Council. Prepare quarterly report on SCM implementation	Done	Attached	None	Bheki Mkhonza
Asset Management	Administer migration of the fixed asset register to Munsoft Registration of all new assets to the fixed asset register Prepare a yearly report on asset count and asset disposals	Not done Done	Migration postponed to December as asset register was still being finalized by the consultants Report on file	None None	Bheki Mkhonza

Reporting Finance – Quarterly/Monthly & Weekly KPA – November 2013

PRIORITY	QUARTERLY TARGET	DONE/ NOT DONE	REASON/ PORTFOLIO OF EVIDENCE	REQUIRED INTERVENTION	RESPONSIBLE PERSON
Revenue Enhancement	<p>Implementation of the MPRA</p> <p>Tabling of the monthly and quarterly revenue reports</p>	Done	<p>Rates billings based on the new Tariffs</p> <p>Notice attached</p>	None	Gerhard Engebrecht
Finance Management Policies	<p>Implementation of the finance policies</p> <p>Tabling of the AG issues, progress report to EXCO and Council</p>	Done	Policies implemented as adopted	None	Finance Department

3rd QUARTERLY PLANNING FINANCE

PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MONTHLY INDICATORS		RESPONSIBLE PERSON
Budget	Tabled/adopted draft budget	Submission of the draft budget to the Mayor Prepare and facilitate the Budget Road Shows	MONTH 7	Amend together with Manager IDP/PMS the Process Plan Departmental discussions on draft budget inputs received from departments	Lois Tupper
			MONTH 8	Compile draft budget document Submit draft budget document to the Mayor	
			MONTH 9	Prepare and facilitate Budget Road Shows	
Budget	Approval of the monthly and quarterly reports	Preparation of the monthly and quarterly reports. Preparation of the Half Year Report by the 25 th January. Table Draft Annual Report by the 25 th January 2014. Advertise the annual report by the end of January 2014.	MONTH 7	Preparation of monthly and quarterly reports Preparation of half year report Table Draft Annual report and advertise Preparation of adjustment budget	Lois Tupper
			MONTH 8	Preparation of monthly Oversight report to be finalized Receive public comments for Annual report	

PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MONTHLY INDICATORS		RESPONSIBLE PERSON
		<p>MPEC to finalise the oversight report by 28 February 2014. Receive public comments by 28 February 2014. Table Final Annual Report for adoption</p>	MONTH 9	Preparation of monthly Table Final Annual Report for adoption	
Expenditure	Submission of 2 nd Quarter reports	<p>Ensure adherence to the budget controls in accordance with the MFMA.</p>	MONTH 7	Submission of Section 71 Report	Lois Tupper
		<p>Ensure locking of votes on the Munsoft Financial System.</p>	MONTH 8	Submission of Section 71 Report	
		<p>Approval of virements by CFO in accordance with the Virements Policy. Ensure full utilization of conditional grants from COGTA and National Treasury Monthly Reconciliations to be prepared and signed off 10 days after month end. Salaries to be paid on the 25th of each month. 7. Payment of creditors within 30 days. 8. Surplus funds and grant funding invested in terms of the</p>	MONTH 9	Submission of Section 71 Report	

PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MONTHLY INDICATORS		RESPONSIBLE PERSON
		Investment policy and reported on monthly. 9. Implementation of documented expenditure and payment processes.			
SCM	Submission of monthly reports Appointment of service providers for emergency services	1. Compliance checklists to be in place 2. Contract, Irregular, Unauthorised, Fruitless and Wasteful Registers to be in place and reported on quarterly 3. Compliance with SCM Regulations and MFMA 4. Capacitate the department 5. Training of Bid Committees 6. Timeous reporting of deviations to Supply Chain 7. Annual adoption of the SCM Policy 8. Locking of votes	MONTH 7	Submission of Deviation Reports Bid Specification, Bid Evaluation & Bid Adjudication Meetings Preparing letters to bidders Quarterly report on SCM implementation	Bheki Mkhonza
			MONTH 8	Submission of Deviation Reports Bid Specification, Bid Evaluation & Bid Adjudication Meetings Preparing letters to bidders	
			MONTH 9	Submission of Deviation Reports Bid Specification, Bid Evaluation & Bid Adjudication Meetings Preparing letters to bidders	

PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MONTHLY INDICATORS		RESPONSIBLE PERSON
		<p>on the Munsoft Financial System</p> <p>9. Virements performed according to the Virements Policy</p> <p>10. Verify the credibility of the SCM database on a monthly basis</p> <p>11. Advertise tender and appoint service providers for emergency services</p>			
Asset Management	Tabling of monthly reports Conduct asset counts	1. Maintaining the Fixed Assets Register in terms of the Fixed Assets Policy and GRAP. 2. Disposal of Assets in terms of the Fixed Assets Policy annually at the end of July 3. Physical verification of assets twice a year -	MONTH 7	Migration of Fixed Assets Register to Munsoft Conduct Asset Count Monthly Reconciliation	Bheki Mkhonza
			MONTH 8	Monthly Reconciliation	
			MONTH 9	Monthly Reconciliation	

PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MONTHLY INDICATORS		RESPONSIBLE PERSON
		November and May 5. Fixed Assets Policy			
Revenue Enhancement	Tabling of monthly reports Completed investigation on smart metering	1. Full enforcement of municipal by laws by June 2014. 2. Ensure successful implementation of MPRA by 1 July 2013. 3. Accurate monthly readings, billings and interest charges. 4. Monthly maintenance of the indigent register. 5. Maintenance of the valuation roll and prompt resolve of appeals. 6. Introduction of smart metering to reduce distribution losses. 7. Reduction of debtors over 91 days. 8. Advertise and issue notices inviting vendors to sell	MONTH 7	Submission of Section 71 Report Monthly billing Maintenance of Indigent Register Reconciliations Complete investigation and arrange together with Technical Services presentation of Smart Metering to reduce distribution losses Finalise report on audit of meters	Gerhard Engelbrecht
			MONTH 8	Submission of Section 71 Report Monthly billing Maintenance of Indigent Register Reconciliations	
			MONTH 9	Submission of Section 71 Report Monthly billing Maintenance of Indigent Register Reconciliations	

PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MONTHLY INDICATORS		RESPONSIBLE PERSON
		electricity. 9. Periodic auditing of illegal connections.			
Finance Management Policies	Implement Finance Policies	Table fraud and prevention reports to Finance Portfolio, EXCO and Council	MONTH 7	Analyse the fraud policy Devise a fraud prevention plan	All departments
			MONTH 8	Table the plan to Finance Portfolio Committee, EXCO and Council	
			MONTH 9	Workshop policies to Councillors	
Audit Outcome	Tabling of the AG findings progress report to EXCO and Council	Address all queries raised by the AG in the prior year.	MONTH 7	Table AG findings and progress report to EXCO and Council Prepare management action plan on AG findings	All departments
			MONTH 8	Progress report on management action plan on AG findings	
		Preparation of the management action plan on all AG findings	MONTH 9	Progress report on management action plan on AG findings	

COMMUNITY SERVICES

CHAPTER 1

EXECUTIVE SUMMARY

The main activities of this department include the following: Environmental Management, Social Services, Public Safety, Disaster Management and Security Services. The main focus of the Department is to ensure that the services rendered is responsive to the needs of the community members residing within AbaQulusi area of jurisdiction. In pursuance of this the department has engaged other sector departments to share the developmental goals so that the department can be highly successfully in improving the lives of the people.

CHAPTER 2

WASTE MANAGEMENT

Solid Waste Management

Refuse Collection

The provision of refuse removal service is limited to formal towns and there are no formal refuse removal services in rural parts of the Municipality. This service is undertaken by the three Service Providers that collect waste in town, that is eMondlo, and in Eastern towns. As outlined in our SDBIP, the main target is to reduce the backlog on refuse collection in all areas by 2017.

The great success has been achieved by utilizing the general workers and also by utilizing Community Workers Programme and the EPWP to assist with the street cleaning and refuse collection.

Challenges

- Illegal dumping remains the critical issues especially in townships like Bhekuzulu, eMondlo and Lakeside
- Lack of waste information
- Poor monitoring of Waste Collection Services

Remedial actions

- To collect information regarding general waste management including operations of landfill sites
- To mark and monitor areas prone to illegal dumping
- Enforce waste control measures (e.g. issuing of penalties to people)
- To continue providing educational and awareness campaigns regarding the waste management. These campaigns are aimed at educating the public on how to manage waste, thus avoiding littering as well as ensuring a clean environment
- To purchase mobitainers and be placed in areas where there are illegal dumps
- To change the existing staff shift
- To utilize the CWP EPWP staff as a back-up
- To request Department of Agriculture of Environmental Affairs for staff training

- Dumping signage have been erected
- Through support provided by the Department of Agriculture and Environmental Affairs the Municipality participated in Arbor day in September 4, 2013, by planting 20 trees at the entrance of Vryheid landfill site. On the same day, we then proceeded to Mondlo dumpsite, 10 Trees were also planted, and cleaning and educational talks were done
- Again on the 17th of September 2013, 15 trees were also planted at eMondlo dumpsite as the Department suggested that the trees planted during the Arbour day were inadequate
- On the 19th of September 2013, another cleaning campaign was also done in Extension 16.

- The Department of Agriculture and Environmental Affairs have appointed 16 interns to assist the Municipality in waste management.

- 1. Landfill Site Assistant Supervisor,

Responsible for management and maintenance of records of landfill activities and report to the Manager

To ensure data systems are functional and effective in order to support data management and control

To understand, implement and monitor landfill budget

Control organization and management of all waste delivered to the landfill site for disposal as per site permit/ licence

To develop strategies and planning schedules for the implementation of the operational plan in line with permit /licence requirements

Ensure health and safety requirements are met

Assist in the planning of plant service scheduling and breakdown replacement

Assist in implementing targets relating to landfill management as contained in the Municipal Integrated Waste Management Plan (IWMP)

- 6 Environmental Awareness Educators

The campaigners will be responsible for the following:

Planning and liaising with the environmental unit to visit communities to promote separation of waste activities as part of the community recycling programmes.

Assist in arranging educational campaigns with ward committees and councillors

Plan and organize educational material for communities and facilities on waste separation

Be involved with community radio stations as part of their campaigns

□ 7 Collections Administrators/ Assistant

The Collection Administrator /Assistant will be responsible for the monitoring waste collection at generation points or service points

Assist in the waste collection day to day administration of waste collection in the Municipality

Development, improvement and monitoring of the waste collections operational plan in line with applicable regulations

Assist with implementing targets contained in the Municipal Integrated Waste Management Plan (IWMP) relating to waste collection and transportation

Land fill site

One of our main objectives is to ensure proper management of the land fill site as it has an important economic and social impact in addition to environmental benefits.

Challenges

- Lack of fencing and uncontrolled access to keep people and animals out
- Record keeping of incoming waste types as it is important for planning and reporting purposes
- Absence of suitable equipment
- No availability of way pad to quantify waste

Remedial Actions

- Facilitate the commencement of the landfill site project as discussed in a meeting held with the Officials from the Department of Agriculture and Environmental Affairs.
- Formalizing recycling initiatives
- Provision of suitable equipment
- Greening of access road to landfill site to continue

CEMETERIES

The department endeavors to provide a service for the burial and or cremation of community member residing within municipal area. It also provide a pauper burial service for indigent residents. The cemeteries inclusive of gravesites are cleaned regularly more especially in Vryheid cemetery, eMondlo and in Bhekuzulu cleaning will commence shortly.

Challenges

- Working conditions are in a bad state, this has resulted in our staff members getting sick.
- Shortage of staff in all cemeteries
- Insufficient space particularly in Louwsburg and Hlobane

Remedial Action

- Identification of an alternative site in Louwsburg
- Appoint a consultant to conduct an Environment Impact Assessment (Proper planning for the extension of existing cemetery)

- Proper management of old and new cemetery (proper record keeping)
- Proper fencing of the cemeteries and proper management thereof
- For staff members, there should be a random medical checkup and psychology assistance
- Personnel Protective clothing suitable to the working conditions

LIBRARIES

One of the main targets in this section is to provide good service and promote reading as a critical life skill and enjoyable activity for the entire community. Also to provide necessary material for educational purposes for example information retrieval from the internet, books, magazines, newspapers and visual material

Challenges

Losing books due to patrons not returning their library material

Poor management and maintenance of the building

Remedial Action

To request Traffic Department to assist Library section in collecting books especially to the users around towns.

To commence with implementation once the plan has been adopted by relevant structures

SPORTS, HALLS, PARKS AND SWIMMING POOL

Grass is cut and prepared for sporting activities during week days .This service is done by Quantum Leap and Municipal officials

Caravan Park

There are two Municipal caravan parks within the municipality, which are not well maintained. Rental fee is not properly collected

Swimming Pool

There is one swimming pool within the municipal area and it requires major renovations

PARKS

There are six existing parks and all of them require fencing and this fencing must be uniform in all parks landscaping. Form of fencing must be uniform in all parks

CHALLENGES

Provision of waste bins in all the parks

PUBLIC SAFETY

Public Safety consists of Traffic Management, Policing, Fire Protection, Disaster Management, Licensing and Security Services

The activities undertaken to date were in line with our SDBIP 2013/2014. Public Safety has achieved effective law enforcement by reducing traffic congestion and conflicts by static law enforcement, proper sign ages and road markings which increased the awareness of road safety. Road safety at local schools is done regularly with scholar patrol and Department of Transport. DLTC has provided successful services of driving license, learner's licenses and registering of licensing of motor vehicles.

CHALLENGE

- Shortage of staff and
- Lack of equipment

REMEDIAL ACTION

- To utilize existing officials to assist and to reallocate Public Safety to Community Services

DISASTER MANAGEMENT AND FIRE PROTECTION

There is no fully functioning unit that is responsible for Disaster Management but this function is performed by the Traffic Officers by conducting disaster assessments and provides relief assistance to the affected people. Disaster assessments are carried out with limited resources. This function includes fire inspections at all industries, shops, ware houses and combating of fires and rescue services. In a meeting held with ZDM and PDMC (Provincial Disaster Management Centre) we were advised to form an Advisory Forum with immediate effect.

CHALLENGES

No fully functional Disaster Management Centre

Establishment of an Advisory Committee

Appointment of two personnel dedicated to Disaster Management

Lack of adequate resources

REMEDIAL ACTION

To establish a fully functional Disaster Management Centre

Establish an Advisory Committee

Train two personnel in Disaster Management

SECURITY SERVICES

The security service unit is responsible for the practical and theoretical application and implementation of physical measures for the security of personnel, information and property and include but not limited for:

a) Provision of access control and patrolling at Municipal premises

- b) Investigation of Council losses/thefts
- c) Searching of vehicle as well as hand baggage) Patrolling of building, premises and perimeters
- d) Supervision of sites guarded
- e) Monitoring of emergency and alarm systems
- e) Escort services for protection purposes
- f) Advise on physical security measures

To achieve this the Municipality have appointed two Service Provider that is ADM Security Company and Sharks Protection Services. ADM Security have 40 sites and 79 Security Guards this is per the approved specification and Sharks (the new company) have 21 sites and 45 security guards. In total the Municipality has 61 sites and 119 security officials

Challenges

- Upon an ADM sites visits it emanated that most of the guards did not have the required equipment as specified in a contract for example, the security guards that were supposed to carry fire arms did not have fire arms, the guards do not have means of communications in case of emergency. The contract clearly stipulates that the guards should be equipped with the following:
 - Fire arms, Batons, Two –way radios, Hand cuffs, Pocket books and a torch
- The meeting was held at the Municipal Managers Office with ADM where it was agreed the said company need to rectify the situation within 14 days.
- The 14 day period lapsed and another inspection was conducted, It was evident that ADM was not fully complying some of the guards had uniform but not fully equipped.

- A second site inspection was done with the owner of the Company (ADM) in December .It also appeared that the said company is not fully complying. Another letter was written to ADM giving those 10 days to rectify the situation which lapsed on the 27 December 2013
- So far there is no inspection done since it was a festive season however the letter was written to ADM requesting the copies of the firearms licenses for the fire arms that are used for the security services on prescribed sites, copies of competency certificates and permits for all registered security guards that carries these fire arms
- A copy of proof of all registered security guards as per SASSETA, PSIRA including Department of Labour
- Copies of I.D cards that were issued for identification purposes of security guards as per the specification

NB This information has also been requested to another company and it has been submitted.

It has been discovered that certain sites are serviced by both service providers and this should be reviewed and sites be separated .Because if anything can happen there will no accountability

Remedial.

- The Municipal Manager to advice on how to resolve this matter amicably (ADM)
- Monthly meetings to be carried out
- Site inspection to be done concurrently with the Service Providers
- Sites be separated

CHAPTER 3

ATTACHMENT- QUARTERLY REPORTS

CHAPTER 4

ATTACHMENT- QUARTERLY PERFORMANCE PLAN

CHAPTER 5

RECOMMENDATIONS

Solid Waste Management

- To collect information regarding general waste management including operations of landfill sites
- To mark and monitor areas prone to illegal dumping
- Enforce waste control measures (e.g. issuing of penalties to people)
- To continue providing educational and awareness campaigns regarding the waste management. These campaigns are aimed at educating the public on how to manage waste, thus avoiding littering as well as ensuring a clean and safer residential areas.
- To purchase mobitainers and be placed in areas where there are illegal dumps

LAND FILL SITE

- Facilitate the commencement of the landfill site project as discussed in a meeting held with the Officials from the Department of Agriculture and Environmental Affairs.
- Formalizing recycling initiatives
- Provision of suitable equipment

- Greening of access road to landfill site to continue

CEMETRIES

- Identification of an alternative site in Louwsburg and in Hlobane
- Proper management of old and new cemetery (proper record keeping)
- Appoint a consultant to conduct an Environment Impact Assessment (Proper planning for the extension of existing cemetery)
- Proper fencing of the cemeteries and proper management thereof
- For staff members, there should be a random medical checkup and psychology assistance
- Personnel Protective equipment suitable to the working conditions

LIBRARIES

To request Traffic Department to assist Library section in collecting books especially to the users around town.

To submit maintenance and management plan for approval

DISASTER MANAGEMENT AND FIRE SECTION

To establish a fully functional Disaster Management Centre

Establish an Advisory Committee

Train two personnel in Disaster Management

SECURITY SERVICES

- That the Service Providers to be monitored.
- The sites be separated

CHAPTER 6

CONCLUSION

In conclusion there is need to improve the delivery of service within Community Services Departments and our service be aligned with the budget and with comprehensive integrated development plan.

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A.B. MNIKATHI

ACTING DIRECTOR: COMMUNITY SERVICES

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DATE



HALF YEARLY REPORT

PUBLIC SAFETY

01 JULY – 31 December 2013

PUBLIC SAFETY

PRIORITY	QUARTERLY TARGET	DONE/ NOT DONE	REASON/ PORTFOLIO OF EVIDENCE	REQUIRED INTERVENTION	RESPONSIBLE PERSON
Re-establishment of the operation of the VTS by June 2014.	<ul style="list-style-type: none"> Refresher course for existing Grade A Examiners, who are temporary suspended 	<ul style="list-style-type: none"> Not done 	<ul style="list-style-type: none"> Training Plan not adopted by Council 	<ul style="list-style-type: none"> To ensure that Council to adopt the Training Plan 	Acting Manager Public Safety
SECURITY SERVICES (To ensure Municipal assets are protected and general security risks)	<ul style="list-style-type: none"> Draft and implementation of the Monitoring Plan. Draft Security Risk Assessment 	<ul style="list-style-type: none"> Done 	<ul style="list-style-type: none"> Draft submitted to Corporate Services 	<ul style="list-style-type: none"> To submit draft for adoption to Port Folio Committee 	Acting Manager Public Safety

<p>To develop a Disaster Management Relief Policy by December 2013</p>	<ul style="list-style-type: none"> To review and adopt an Implementation Plan by June 2014 Establish AbaQulusi Advisory Forum 	<ul style="list-style-type: none"> Done Not done 	<ul style="list-style-type: none"> Review was done by through the assistance of Provincial Disaster Management Centre (PDMC). Terms of Reference to establish AbaQulusi Disaster Advisory Forum are available 	<ul style="list-style-type: none"> adoption of Disaster Management policy by relevant structures To establish the AbaQulusi Advisory Forum 	<p>Acting Manager Public Safety</p>
<p>Driving License Testing Centre (Testing of Learners & Driving Licenses)</p>	<ul style="list-style-type: none"> Budgeted Quarterly Income- R625 000 Received Quarterly Income- R713 480 Expect Driv. Tests-400 Tested - 405 Failed - 236 Passed - 170 Expect Learn Tests- 1000 Tested - 1072 	<ul style="list-style-type: none"> Done 	<ul style="list-style-type: none"> Quarterly target on Income was achieved, with an amount of R88 480 <u>more than</u> expected 	<ul style="list-style-type: none"> Marketing our services 1 x Critical post to be filled – Grade L Clerk Follow ups to Human Resources 	<p>Acting Manager Public Safety</p>

	<ul style="list-style-type: none"> Failed - 1570 Passed - 561 				
Promotion of Road Safety	<ul style="list-style-type: none"> Implementation of the adopted plan. 	<ul style="list-style-type: none"> Done 	<ul style="list-style-type: none"> Work hand in hand with DOT regarding the promotion of road safety 	<ul style="list-style-type: none"> Plan be submitted by adoption by relevant structures. 	Acting Manager Public Safety
Traffic Management	<ul style="list-style-type: none"> Budgeted Quarterly Income R474 999 Quarterly Income Received R579 310 75 Camera Fines were paid to the value of R51 850. 254 Camera fine "Notices before Summons" were posted. 480 Warrant of Arrest 	<ul style="list-style-type: none"> Done Done 	<ul style="list-style-type: none"> This Section did achieve the monthly target, with an amount of R104311 more than expected. Lack of specialized staff and processing equipment. 	<ul style="list-style-type: none"> To exceed the limit To continue with repairing cameras by the service provider. Utilizing Pit Assistant /General Worker when available, 	Acting Manager Public Safety

	<ul style="list-style-type: none"> reminders were posted. 91 Warrants of arrest were executed and paid to the value of R57 900. 480 Reminders for warrants were posted, 483 Camera fine reminders were posted. <u>Traffic fines Issued</u> Expected - 2100 Issued - 3269 08 Roadblocks were held 12 Arrests were made 25 Recommendations were made for Taxi Operating Licenses 10 Funeral escorts 	<ul style="list-style-type: none"> Done Done Done 	<ul style="list-style-type: none"> Traffic fines issued did reach the required target, with 1169 tickets more. Officers promoted road safety and visibility by assisting Officers promoted road safety and visibility by assisting 	<ul style="list-style-type: none"> to assist with the process. Officers too promote visibility and road safety Officers to continue conducting awareness through media Awareness is required via media. Requires traffic satellite offices. To liaise with Corporate Services in filling of vacant positions Awareness is required via media 	
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	<p>were done</p> <ul style="list-style-type: none"> ~ Pionier High School Matric Farewell. ~ Escorted a legal march, Hlobane Hostel Community ~ Assisted the SAPS with the removal of illegal hawkers. ~ Temporary closure of a portion of Republic Street for VHD High Matric Farewell. ~ Traffic control for Nyanga Motor's Jeep Evening. ~ Filidi High Matric Farewell <ul style="list-style-type: none"> • <u>ACCIDENTS:</u> <p>The Officers attended to 18 accidents within</p>	<ul style="list-style-type: none"> • Done 	<ul style="list-style-type: none"> • Traffic Officers assisted • No satellite offices. • Inadequate law enforcement due to lack of Traffic Officers 		
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	<p>the Municipal area of jurisdiction:</p> <p>Hlobane SAPS - 10 Accidents were reported, 2 fatalities and 15 people injured</p> <p>Gluckstadt Area - 18 Accidents occurred, no fatalities</p>				
Vehicle Registering & Licensing	<ul style="list-style-type: none"> Budgeted Quarterly Income – R462 498 Quarterly Income received– R591 842 7142 vehicles licensed 1822 vehicles registered. Public parking/paving. Follow ups via telephones and e-mails were done 	<ul style="list-style-type: none"> Done Not done 	<ul style="list-style-type: none"> Quarterly target on Income was achieved, with an amount of R130 513 <u>more than</u> expected Process to be finalized by Finance Department 	<ul style="list-style-type: none"> Marketing our services. Funds to be allocated as mentioned. Awaiting confirmation 	Acting Manager Public Safety

	daily by Public Safety				
Municipal By-laws	<ul style="list-style-type: none"> Hawkers Car washers 	<ul style="list-style-type: none"> Not done Not done 	<ul style="list-style-type: none"> Operation done on the 1st of August. Problems with hawkers/hostile. No appropriate place to allocate the hawkers. Town Planning in process. Handed a committee letter with ID numbers to SAPS for police clearance. A copy to Acting Director Town Planning 	<ul style="list-style-type: none"> Follow up with Acting Director Planning Monitor To legalize the car washing Follow ups from SAPS – awaiting fingerprints 	Acting Manager Public Safety

<p>Security Services to ensure Municipal assets are protected and general security risks by June 2014</p>	<ul style="list-style-type: none"> To draft a monitoring plan 	<ul style="list-style-type: none"> Done 	<ul style="list-style-type: none"> A draft of monitoring plan was done together with Security Risk Assessment A feasible study was done Consulted with service providers 	<ul style="list-style-type: none"> To submit a draft for adoption to Port Folio Committee, EXCO and council Sitting of port folio Reports 	
<p>To develop a Disaster Management Relief Policy by December 2014</p>	<ul style="list-style-type: none"> The Disaster Management Plan is available and the Disaster Management relief policy is inclusive. Establishment of Disaster Advisory Forum 102 Assessments were done, due to the heavy rain and stormy wind. 19 Fire calls received 	<ul style="list-style-type: none"> Done Not Done 	<ul style="list-style-type: none"> Plan to be submitted to Portfolio, EXCO and Council Disaster Advisory Forum as per guidelines 	<ul style="list-style-type: none"> Adoption of a Disaster Management Plan by Portfolio Committee ,EXCO and Council Advisory Forum to be established as per the term of reference Officers assisted with this function. 	<p>Acting Manager Public Safety</p>

	<ul style="list-style-type: none"> 21 Fire inspections were conducted 			<ul style="list-style-type: none"> To establish a fully function fire section 	
Security Services to ensure Municipal assets are protected and general security risks by June 2014	<ul style="list-style-type: none"> To draft a monitoring plan 	<ul style="list-style-type: none"> Done 	<ul style="list-style-type: none"> A draft of monitoring plan was done together with Security Risk Assessment A feasible study was done Consulted with service providers 	<ul style="list-style-type: none"> To submit a draft for adoption to Port Folio Committee, EXCO and council Sitting of port folio Reports 	Acting Manager Public Safety
Road Safety Promotion	<ul style="list-style-type: none"> To engage with DOT for road safety as they are responsible for funding road safety awareness. 	<ul style="list-style-type: none"> Done 	<ul style="list-style-type: none"> Meeting with DOT regarding road safety. 	<ul style="list-style-type: none"> To hold departmental workshops. 	Acting Manager Public Safety

	<ul style="list-style-type: none"> • Camera Fine payments received for R42 750 • 341 Ticket paid at Public Safety to the value of R7 700 • 367 Reminders posted for Warrants of arrest, • 65 Notice before summons letters posted • Officers attended to 17 accidents in the Abaqulusi Area • Hlobane 16 – no fatalities • Gluckstadt – 20, with 4 fatalities***** 	<ul style="list-style-type: none"> • Done 	<ul style="list-style-type: none"> • The Data Processing Clerk is on leave, and assistant clerk, who was appointed as Pits Assistant, who assists with Data Processing 		
Vehicle Licensing & Registering	<ul style="list-style-type: none"> • Vehicles were licensed and registered. 	<ul style="list-style-type: none"> • Done 	<ul style="list-style-type: none"> • R 604 512 Local Income 	<ul style="list-style-type: none"> • Marketing our services • More personal required 	<ul style="list-style-type: none"> • Acting Manager Public Safety



2ND Quarterly Report

LIBRARIES

01 JULY – 31 December 2013

KPA – ...Good Governance and Public Participation

LIBRARIES

PRIORITY	QUARTERLY TARGET	DONE/ NOT DONE	REASON/ PORTFOLIO OF EVIDENCE	REQUIRED INTERVENTION	RESPONSIBLE PERSON
To provide fully functioning libraries within Abaqulisi by June 2017.	<p>Draft and implement maintenance and management plan by June 2014</p> <p>To provide good service and promote reading as a critical life skill and enjoyable activity for the entire community.</p>	<p>Plan are done, but not tabled</p> <p>Done</p>	<p>Not tabled to relevant structures</p> <p>A total number of library object circulated from July-September 2013</p> <p>-Vryheid Library -14779</p> <p>-Mondlo Library-5012</p> <p>-Bhekuzulu Library-6653</p> <p>Total=26444</p>	Be tabled to next Portfolio Committee, EXCO and Council	Librarian and all library staff

	<p>*To support educational needs for the community of Vryheid by providing the necessary material for educational purposes e.g. information retrieval from the internet, books, magazines, newspapers and audio visual material.</p>	<p>Done</p>	<p>*Assisting community with searching and retrieving information e.g.</p> <ul style="list-style-type: none"> • UNISA previous papers • Tertiary online applications <p><u>Project done to promote the service to schools.</u></p> <ul style="list-style-type: none"> • Fertilization • Water purification • Business Plan • Careers • Inflation • COP 17 • Globalization • National Development plan • Cultural heritage • South African Freedom Fighters <p>Heritage display was also done as library promotional strategy for</p>		<p>Librarian and all library staff</p>
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	<p>To empower community members with computer skills.</p>	<p>Done</p>	<p>the month of September.</p> <p><u>Proof of registration is attached.</u></p> <p>119 people who completed their training from July-September 2013.</p> <p>Vryheid Library</p> <p>July-20</p> <p>August-21</p> <p>September-29</p> <p><u>Total=70</u></p> <p>Mondlo Library</p> <p>July- 15</p> <p>August- 14</p> <p>September-20</p> <p><u>Total= 49</u></p> <p>They were all trained in Microsoft</p>	<p>To give Cybercadets permanents positions since they have been working temporally for years</p>	<p>-Cyber cadets</p> <p>-Library Staff</p>
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			office, Microsoft office Excel and the Internet.		
	To buy new furniture for the library	Done	Furniture has been delivered at Vryheid Library. Waiting for Supply Chain to speed up the process.	None	Librarian Supply Chain
	Library maintenance and renovations	Not done	All daily activities were done successfully as per our weekly plans.	Supply Chain to speed up the process	Librarian Supply Chain
	Monitor day to day functioning of the library			We are very short staffed and that affect	Librarian

		Done		us so badly because one person is forced to do multiple tasks for the sake of service delivery.	
To provide fully functioning libraries within Abaqulusi By June 2017	1.Draft and implement maintenance and management plan				Director Community Services and the Librarian
	1. To support educational and recreational needs for the community of Vryheid by providing necessary material such as books, magazines, newspapers, audio visual , educational toys and retrieval of information.	Done	<ul style="list-style-type: none"> • 20187 Library objects circulated from October – December 2013 	None	Librarian and the library staff

	4. Library maintenance and renovations	DONE	<ul style="list-style-type: none"> • New floor tiles at the library hall have been completed. • Half of the roof leaks have been fixed 	None	Librarian
	3. To empower community members with computer skills.	DONE	<ul style="list-style-type: none"> • In Mondlo library 40 people completed their computer training from October-December 2013 • In Vryheid Library, a group of 48 people also completed their computer training from October –November 2013 • They were all trained in Microsoft Office, Microsoft office Excel and the Internet. 	To appoint Cybercadets permanently as they have been in a temporary capacity for years.	Cybercadet and the Librarian

	4. Facilitation to retrieval of information	Done	<u>Projects done for this quarter</u> <ul style="list-style-type: none"> • Rhino Poaching • Water purification • COP 17 • Online applications • UNISA previous papers • Online career finding • Rural development • National Development Plan 2013 • Endothermic and exothermic reactions • Business Plan • Socio Economic Impacts • Careers • Fatal Diseases 	All vacant posts should be filled because being very short staffed is our major problem at this point.	Librarian and the library staff
	Reflect on international, national & local trends & events	DONE	<ul style="list-style-type: none"> • In October 2013 a display on INTERNATIONAL BREAST CANCER was done. • In November 2013 a display on STOP VIOLENCE AGAINST 	None	Librarian and library staff

			<p>WOMEN was done.</p> <ul style="list-style-type: none"> • In December a beautiful display on the life of MADIBA was done. 		
	Monitor the day to day functioning of the library	Done	<ul style="list-style-type: none"> • Charging and discharging library materials. • Maintaining the computer database of user details. • Dealing with enquires and special requests for specific library material. • Loading membership • Shelving and shelf reading. • Loading magazines • Cataloguing and linking books to the library system • Mending • Defaulters • Displays 	All daily activities were done successfully as per our weekly plans	Librarian



HALF YEARLY REPORT
MUSEUM
01 JULY – 31 DECEMBER 2013

MUSEUM					
PRIORITY	QAURTERLY TARGET (OCT– DEC 2013)	DONE/ NOT DONE	REASON/ PORTFOLIO OF EVIDENCE	REQUIRED INTERVENTION	RESPONSIBLE PERSON
To ensure promotion of Abaqulusi history within the municipal jurisdiction and Zululand by 2017	<p style="text-align: center;">(JULY 2013)</p> <ul style="list-style-type: none"> Draft operational plan (promotion and publishing and safe keeping of heritage) Form the New Museum Committee 	<p>Plan is done, but not tabled</p> <p>The Committee does exist</p>	<ul style="list-style-type: none"> Not tabled to relevant structures Was tabled to Portfolio and EXCO Increase the number of 	<ul style="list-style-type: none"> Be tabled to next Portfolio Committee, EXCO and Council Be tabled Council 	<p>Acting Curator and Director Community Services</p> <p>Acting Curator and Director Community Services</p>

	<ul style="list-style-type: none"> Conduct study tours to other nearby Museum to assess operations 	Study tours has be done, but not completed	<p>tourists</p> <ul style="list-style-type: none"> Visitors Statistics(55 tourists for July) Photos of visiting Isiziba sikaKhondlo ceremony for the Mazibuko clan on the 27th of July 2013. 		Acting Curator
<p>To ensure promotion of AbaQulusi history within the municipal jurisdiction and Zululand by 2017</p>	<p>(OCTOBER 2013)</p> <ul style="list-style-type: none"> Will do the physical visit to the nearby museum to assess new trends. <p>Daily Activity of tour guiding</p>	<ul style="list-style-type: none"> Not Done Done 	<ul style="list-style-type: none"> The first appointment is due in January 2014 to take place in Dundee museum Visitors Statistics(69 tourists 	<ul style="list-style-type: none"> To attend to the schedule site visit 	<ul style="list-style-type: none"> Acting Curator and Director Community Services Acting Curator

	<ul style="list-style-type: none"> • Liaise with other heritage and tourism institutions around the country to get information for our customers and clients. • Handle all enquiries regarding historical and heritage issues and channels those enquiries to the relevant section and departments if necessary. • Operate tours during visits in the museums. • Prepare presentations for school visits to ensure that we do implement policies in regards with education and heritage. <ul style="list-style-type: none"> • Visit historical venues around AbaQulusi region to ensure proper preservation of the latter. Assist public with the information and material for history and heritage 	<ul style="list-style-type: none"> • Still in progress 	<p>for Oct)</p> <ul style="list-style-type: none"> • Hosted the Progress meeting for Isiziba sikaKhondlo(13/10/2013) 	<ul style="list-style-type: none"> • None • None 	<ul style="list-style-type: none"> • Acting Curator
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<p>To ensure promotion of AbaQulusi history within the municipal jurisdiction and Zululand by 2017</p>	<p><u>(NOVEMBER 2013)</u></p> <ul style="list-style-type: none"> Meet with ward committees to give them information about the Museum <p>Daily Activity of tour guiding</p> <ul style="list-style-type: none"> Liaise with other heritage and tourism institutions around the country to get information for our customers and clients. Handle all enquiries regarding historical and heritage issues and channels those enquiries to the relevant section and departments if necessary. Operate tours during visits in the museums. Prepare presentations for school visits to ensure that we do implement policies in regards with education and heritage. Visit historical venues around AbaQulusi region 	<ul style="list-style-type: none"> Not Done Done 	<ul style="list-style-type: none"> Meeting did not materialize due to some day to day commitments. Visitors Statistics(107tourists in November) Hosted the meeting for oMama bezimbali zabaQulusi (05/11/2013) Tour guided EGoqo Primary School visit (15/11/2013) Tour guided St. Micheals School visit (28 / 11/ 2013) Hosted the Progress meeting for Isiziba sikaKhondlo(16/11/2013 and 30/11/2013) Met with the Director Community Services discussing the estimation budget for 2014/2015 (29/11/2013) 	<ul style="list-style-type: none"> No enough staff at the Museum (two Museums, meetings, site visits) when the Acting Curator is not available the Museum is closed. 	<ul style="list-style-type: none"> Acting Curator
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	to ensure proper preservation of the latter. Assist t public with the information and material for history and heritage				
To ensure promotion of AbaQulusi history within the municipal jurisdiction and Zululand by 2017	<p>(DECEMBER 2013)</p> <p>Implementation of the adopted plan</p> <p>Daily Activity of tour guiding</p> <ul style="list-style-type: none"> • Liaise with other heritage and tourism institutions around the country to get information for our customers and clients. • Handle all enquiries regarding historical and heritage issues and channels those enquiries to the relevant section and departments if 	<ul style="list-style-type: none"> • Not Done 	<ul style="list-style-type: none"> • Plan to be submitted to Portfolio Committee, EXCO and Council thereafter the implementation process will commence in the third quarter as outline in the SDBIP • Visitors Statistics(35 tourists for December) • Attended the Launch for Forceful removal for people from kwaBhanya to EMondlo (02/12/2013) 	<ul style="list-style-type: none"> • Adoption of a plan by a relevant structures 	<ul style="list-style-type: none"> • Acting Curator

necessary.

- Operate tours during visits in the museums.
- Prepare presentations for school visits to ensure that we do implement policies in regards with education and heritage.
- Visit historical venues around AbaQulusi region to ensure proper preservation of the latter. Assist public with the information and material for history and heritage



HALF YEARLY REPORT

ENVIRONMENTAL SERVICES

01 JULY – 31 December 2013

ENVIRONMENTAL SERVICES					
PRIORITY	MONTHLY TARGET	DONE/ NOT DONE	ACTUAL ACHIEVED/ PORTFOLIO OF EVIDENCE	REQUIRED INTERVENTION	RESPONSIBLE PERSON
1. MAINTENANCE AT VRYHEID LANDFILL SITE.	<ul style="list-style-type: none"> -To comply with the Minimum Requirements of Disposal by Landfill. -To ensure proper management of the Landfill Site -To do daily monitoring of the activities at the dumpsite 	Done	<p>Presently, there are machines on site which are doing daily management of waste by digging trenches, burying waste and cover it with soil.</p> <p>-Signage leading to and on site were erected</p>	-To do daily monitoring of the activities at the dumpsite	<ul style="list-style-type: none"> -Acting Director: Community Services -Solid Waste Foreman. -Manager : Environmental Services
2. ESTABLISHMENT OF A REGIONAL LANDFILL SITE	-To comply with the National Environmental Management and Waste Act No.59 of 2008 and to manage the site according to the Minimum Requirements of	Done	In the meeting on the 2 nd of January 2014 it was resolved that the Implementing Agent will be on site in by the end of next week.	-To make a follow up with the Department of Environmental Affairs on the start of the project.	<ul style="list-style-type: none"> -Acting Director Community Services -Manager Environmental Services

	Disposal of refuse by Landfill.				
3. LANDFILL SITE OPERATIONAL AND MANAGEMENT PLAN	<ul style="list-style-type: none"> -To comply with the Minimum Requirements of Disposal by Landfill. -To ensure proper management of the Landfill Site 	Done	-Draft Landfill Site Operational and Management Plan is available and it will be implemented after the construction of the new Regional Landfill Site has been completed	-A draft copy to be tabled to the Community Services Portfolio Committee, EXCO and Council	<ul style="list-style-type: none"> -Acting Director Community Services -Manager Environmental Services
4. REFUSE REMOVAL UNIVERSAL ACCESS PLAN	-To reduce the backlog of refuse removal from the households, businesses and other institutions within AbaQulusi Municipality	Done	<ul style="list-style-type: none"> -There is a draft plan in place and it will be tabled at Portfolio Committee, EXCO and Council -It was done in the conjunction with the officials from the Department of Environmental Affairs 	-Awaiting date from DEA on conducting a Councillors' workshop on the plan	<ul style="list-style-type: none"> -Acting Director Community Services -Manager Environmental Services -Officials from the Department of Environmental Affairs

5. INTERGRATED WASTE MANAGEMENT PLAN	To comply with the National Environmental Management Waste Act	Done	-A Draft Document of the Integrated Waste Management Plan was submitted to the Department of Environmental Affairs and we are still waiting for the approval by the MEC	To make a follow up with the Department regarding the process of approving of the document	-Acting Director Community Services -Manager Environmental Services
6.WASTE MANAGEMENT ISSUES	<ul style="list-style-type: none"> - To comply with the NEMWA -To ensure cleaner environments for residents of our towns. -To recognize the events on the Calendar of Environmental Affairs and Agriculture. -To encourage communities to plant trees in an endeavor to Protect their environment. 	Done	<p><u>-REFUSE REMOVAL</u></p> <ul style="list-style-type: none"> -Presently there are three Service Providers who are removing waste i.e. Aqua-Transport for Mondlo, Dolphin Coast for Vryheid and greater Vryheid and Zamakhumalo for the AbaQulusi Eastern towns e.g. Louwsburg, Kwa-Mnyathi, Hlobane, Coronation Vaalbank and Cliffdale -However there are arrears of improvement and a result letters have been written to them to ensure adherence to the collection schedules and that we will have monthly meetings to reinforce our monitoring mechanism 	<ul style="list-style-type: none"> -To continue with awareness campaigns to the other areas of AbaQulusi. -To introduce the programme of Adopt-A-Spot in areas where illegal dumping has been successfully done. 	Manager :Environmental Services

-Street cleaning and sidewalks in the CBD are done on a daily basis.
-Letters to the shop owners were sent to ensure they comply with the street by-laws

-CLEANING CAMPAIGNS AND REMOVAL OF ILLEGAL DUMPS.

- A programme for removing illegal dumps was drafted and presented to the Portfolio Committee for our Councillors' approval.
-On the 19th of September 2013 a cleaning Campaign was done at Phase 16 (Sasko low-cost houses). Educational talks were also given to the residents and it was later followed by liter picking and cleaning of the area.
-Using Municipal and hired TLB and Tipper trucks illegal dumps from the following areas:
.New Stands (EmaRasteni Area)
.New Bhekuzulu near the car wash and Taxi Rank.
.Old Bhekuzulu (Ward 11)vacant sites near Mavuso's church.
.Volunteers (21) from Ward 11 were given talks on how to handle their waste and flyers distributed.

.Lakeside Park at the terminal of Oak Street.

ARBOR CELEBRATION

On the 4th of September 2013 AbaQulusi Municipality planted trees, together with officials from Government Departments e.g. the National Department of Environmental Affairs, Agriculture, Forestry and Fisheries as well as school children from Mondlo Junior Secondary School. Twenty indigenous trees were planted at the entrance road to the Vryheid dumpsite and ten were planted at Mondlo old dumpsite.

-Again on the 17th of September the Department of Agriculture and Forestry helped the Municipality by planting a further fifteen trees at Mondlo Old dumpsite.

ADOPT-A-SPOT PROGRAMME

-Two (2) applications to adopt spots have been received from Emthunzini Fast Food and Williams' couple from Lakeside.

-They are still being dealt with by Development Planning Department to verify if the identified spots can be adopted

			<p><u>OVERGROWN SITES</u> -There were nine (9) identified residential sites with overgrown grass. They were given notices requesting them to cut grass within 14 days.</p> <p><u>AWARENESS CAMPAIGNS</u> -A programme of action has been drafted to utilize personnel from DEA Jobs in Waste to educate communities on waste issues. For example Refuse Removal Collection Schedules, Adopt-A-Spot Programme, Greening of open spaces and Recycling.</p>		
7. CEMETERY FENCING	To comply with the National Environmental Management Act (NEMA) and ensure protection of graves and tombstones.	Not done	A Service Provider that was awarded a tender to fence Louwsburg and Coronation Cemeteries declined the offer.	-Specification committee chaired by Acting Director Technical Services has been requested to give the specification on both fencing –Thereafter SCM will re-advertise for the projects	-Acting Director Community Services -Manager Environmental Services

8. CEMETERY MAINTENANCE	<ul style="list-style-type: none"> -To ensure cleanliness in all cemeteries. -To ensure protection of graves and tombstones and to comply with the NEMA. 	<p>Done</p>	<ul style="list-style-type: none"> -Lawn mowers and brush cutters were purchased. -Grass cutting was done but this is a continuous process as the grass grows very quickly due to the rains we are having this Summer. -Procurement of grave row numbers is in progress by Supply Chain Office 	<ul style="list-style-type: none"> -To continue with grass cutting and utilize the EPWP workers to assist with cemetery grass cutting -To follow the maintenance programme for cemeteries to address the backlog of grass cutting and soil back filling. 	<p>-Manager Environmental Services</p>
9. EXTENSION OF LOUWSBURG AND HLOBANE CEMETERIES.	<p>To provide sufficient space for burials in future</p>	<p>Not done</p>	<p>A request was sent to SCM regarding the advert for Environmental Impact Assessment Consultants.</p>	<p>Request SCM to advertise for consultants to conduct EIAs for cemetery sites.</p>	<p>Acting Director Community Services and Manager Environmental Services.</p>



PUBLIC SAFETY

QUARTERLY PLANNING

01st JANUARY – 31st MARCH 2014

PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MONTHLY INDICATORS		RESPONSIBLE PERSON
<ul style="list-style-type: none"> Establishment of the Operation of the VTS by June 2014 	<ul style="list-style-type: none"> Application and enrolling of examiners for 2 of the 4 existing examiners of vehicles to Traffic Training College for refresher course by March 2014 	<ul style="list-style-type: none"> Consulting with approved Traffic Training Colleges for all requirement for application for examiner of vehicle course Grade A. 	MONTH 1	<ul style="list-style-type: none"> Application forms 	Acting Manager Public Safety
		<ul style="list-style-type: none"> Soliciting funds for refresher courses for 2 of the 4 examiner of vehicles. Submit request to Corporate Services for the filling of all vacant posts for examiner of vehicles Grade A 	MONTH 2	<ul style="list-style-type: none"> Application to Corporate Services 	
		<ul style="list-style-type: none"> Registration for the examiners as per curriculum dates of 	MONTH 3	<ul style="list-style-type: none"> Registration application 	

		<p>Traffic Training College.</p> <ul style="list-style-type: none"> Consulting with corporate services for the process of filling of posts 		<ul style="list-style-type: none"> Minutes of meeting 	
<p>Security Services to ensure Municipal Assets are protected and reduction of general risks by June 2014</p>	<ul style="list-style-type: none"> Adoption and implementation of drafted monitoring plan by 31st March 2014 	<ul style="list-style-type: none"> To submit the drafted monitoring plan to Community Portfolio for adoption. 	MONTH 1	<ul style="list-style-type: none"> Minutes of the Portfolio Committee 	Acting Manager Public Safety
		<ul style="list-style-type: none"> To submit the Adoption of security monitoring plan to ExCo and Council for adoption 	MONTH 2	<ul style="list-style-type: none"> Minutes of the ExCo and Council Meetings 	
		<ul style="list-style-type: none"> Implementation of adopted of Security Monitoring Plan 	MONTH 3	<ul style="list-style-type: none"> Reports 	
<p>Develop a Disaster Management plan by December 2014</p>	<ul style="list-style-type: none"> Adoption and implementation of the drafted Disaster Management plan by 31st March 2014 To establish a Disaster Advisory Forum for 	<ul style="list-style-type: none"> Consulting with ZDM and PDMC To submit the drafted monitoring plan to Community Portfolio for adoption. Meeting with all role players 	MONTH 1	<ul style="list-style-type: none"> Minutes of meeting Minutes of Community Portfolio Committee Meeting Reports 	Acting Manager Public Safety

	Abaqulusi Municipality by 31st March 2014				
		<ul style="list-style-type: none"> To submit a draft Disaster Framework Policy to ExCo and Council Consulting with PDMC 	MONTH 2	<ul style="list-style-type: none"> Reports Minutes of meeting and Reports for Abaqulusi Disaster Advisory Forum 	
		<ul style="list-style-type: none"> Implementation of Disaster Management Plan 	MONTH 3	<ul style="list-style-type: none"> Reports 	
Road Safety Promotions	<ul style="list-style-type: none"> Engage with Department of Transport for Road Safety as they are responsible for funding and Road Safety Awareness Programmes by 28th February 2014 Law enforcement to promote road safety in Emondlo, Louswburg, Hlobane and Vryheid by 31ST March 2014 	<ul style="list-style-type: none"> Consulting with District Road Safety Principal from DOT for road safety education at schools. To submit a draft Law enforcement management plan to Portfolio Engaging SAPS , and RTI 	MONTH 1	<ul style="list-style-type: none"> Minutes of meeting Draft of law enforcement plan 	Acting Manager Public Safety

				<ul style="list-style-type: none"> • Minutes of meetings 	
		<ul style="list-style-type: none"> • Consulting with role player i.e. DOT & Schools 	MONTH 2	<ul style="list-style-type: none"> • Minutes of meetings • Reports 	
		<ul style="list-style-type: none"> • Implementation of law enforcement plan 	MONTH 3	<ul style="list-style-type: none"> • Reports 	



QUARTERLY PLANNING
ENVIRONMENTAL SERVICES
01 JANUARY – 31 MARCH 2014

PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MONTHLY INDICATORS		RESPONSIBLE PERSON
1. Cemetery Maintenance	-To ensure that cemeteries have enough resources to render an efficient basic service to the municipal customers.	-To liaise with SCM to finalize procurement for grave row numbers for Vryheid, Mondlo, Hlobane and Nkongolwane and start with implementation thereof. -To utilize the EPWP workers to address the backlog of grass cutting in all cemeteries. -Implementation of the Cemetery maintenance Plan.	MONTH 1	Weekly and monthly reports	Manager Environmental Services

	Grass cutting and cleaning of cemeteries	-To utilize the CWP workers to clean Vryheid Cemetery	WEEK 1	Reports	
	Educational Campaigns on Waste Management and removal illegal dumps	-Door to door educational campaigns in Ward 10, 11 and 13	WEEK 2	Reports	
	Facilitate the appointment of a service provider to do fencing at Louwsburg and Hlobane. Sorting	Follow up with SCM on the procurement of cemetery fencing.	WEEK 3	Reports	

	Utilizing and greening of empty spaces to discourage illegal dumping	To work hand in hand with Ward Councilors and Ward Committee members	WEEK 4	Reports	
2.Cemetery Fencing	To protect graves, tombstones and walls of remembrance	-To liaise SCM to re-advertise for a tender to do fencing at Louwsburg and Coronation Cemeteries.		Quotations and monthly reports.	Manager : Environmental Services
3. Extension of Louwsburg and Hlobane Cemeteries.	To identify suitable land and sufficient space to use for future burials.	-To liaise with Supply Chain to continue with procurement and appoint consultants to do Environmental Impact Assessments in Louwsburg and Hlobane.		Reports	-Manager: Environmental Services
4.Educational Awareness Campaigns on waste management	To provide the communities with information on waste management	Utilize DEA Youth Jobs for Waste in doing educational campaigns		Weekly reports	-Manager Environmental Services. -Solid Waste Foreman -DEA Youth Jobs for waste

5.Establishment of the Regional Landfill Site	To comply with the National Environmental Management Act and the Minimum Requirements of Disposal by Landfill	<p>-To monitor operations at Vryheid Landfill Site by the project implementing agent, since they are expected to be on site by the second week of January 2014.</p> <p>-To implement the Landfill Site Operational and Management Plan.</p>	MONTH 2	Weekly minutes and reports	Manager Environmental Services
6.Integrated Waste Management Plan	To comply with the National Environmental Management Act.	- To make a follow up with the Department of Environmental Affairs on the document.		Approved IWMP Document from the Department of Environmental Affairs	<p>-Acting Director Community Services.</p> <p>Manager Environmental Services</p>
7.Adopt-A-Spot Programme	To promote greening of open and vacant places	<p>-Utilize Youth Jobs for Waste to do Educational Campaigns on Waste management.</p> <p>-To make a follow up on the applications to adopt spots</p>		Monthly reports	<p>-Manager Environmental Services.</p> <p>-Solid Waste Foreman</p> <p>-Youth Jobs for Waste Personnel.</p>

8. Refuse Removal Universal Access Plan	To render a basic solid waste removal system.	-To liaise with DEA officials to workshop Councilors as well as municipal officials on the plan.	MONTH 3	Weekly and monthly reports	Manager Environmental Services
9. Educational Awareness Campaigns and Removal Illegal dumps.	To comply with the NEMWA and to educate communities on how to deal with waste issues	To implement the Programme of Action for Awareness Campaigns and -To utilize personnel from Youth Jobs for Waste from the Department of Environmental Affairs to do awareness campaigns to the communities of AbaQulusi and to do cleaning campaigns using the EPWP workers		Monthly reports	-DEA personnel - and -Solid Waste Foreman
	Daily Maintenance at Vryheid Landfill Site	- Submit the plan to the Portfolio Committee for inputs	WEEK 1	Weekly reports and Portfolio items	Manager Environmental Services
	Include other areas for refuse removal	In Louwsburg to request for the inclusion of Ithala Game Reserve , kwa-Gadlaza area	WEEK 2	Weekly and monthly reports	Manager Environmental Services

		and Bhokwe in the Contract for the Eastern Town s- Budget for the extension of refuse removal in other areas.			
		Proper utilization of open spaces. Create awareness on a clean and safe environment. Implementation and monitoring of the programme.	WEEK 3	Monthly report	Manager Environmental Services
	Environmental cleaning	-Facilitate awareness campaigns on illegal dumping. -Removal of illegal dumps.	WEEK 4	Weekly and monthly reports	Manager Environmental Services



SOCIAL SERVICES
3RD QUARTERLY PLANNING
LIBRARIES
JANUARY TO MARCH 2014

PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MONTHLY INDICATORS	RESPONSIBLE PERSON
To provide fully functioning libraries within AbaQulusi by June 2017	Adoption and Implement Management Plan and management plan (policies and procedures)	Maintaining and Manage library	January 2014 February 2014 March 2014	Reports Librarian
-To provide good services and promote reading as a critical life skill and enjoyable activity for the entire community	Provide educational material such as books magazine, audio visuals, newspapers and information retrieval from the internet To empower community members with computer skills	Assisting community information search Linking books to the system. Charging and discharging library material Processing special request	January 2014 February 2014 March 2014	Information and training register -Librarian
-To provide the sustainable and	Implement a schedule for cleaning staff for control	The Monitoring Schedule is given and presented to cleaners, to	February 201	Monitoring schedule

PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MONTHLY INDICATORS		RESPONSIBLE PERSON
clean environment for municipal buildings by June 2017	purposes.	ensure that the existing schedule to control the cleaning staff is in used.	March 2014		Librarian



3rd QUARTERLY PLANNING

MUNICIPAL HALLS

JANUARY-MARCH 2014

PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MONTHLY INDICATORS		RESPONSIBLE PERSON
To ensure proper functioning and management of municipal halls within Abaqulusi by June 2017	Adoption of plan and implementation	Solicit funding to establish and upgrade halls	January 2014 February 2014 March 2014	Reports on availability of budget	Director: Community Services and Manager Social Services
		Facilitate Review and adoption of halls policy	February 2014 March 2014	Reports regarding review and adoption of halls policy	
		Facilitate Review and adoption of halls policy	March 2014	Reports regarding review and adoption of halls policy	



3rd QUARTERLY PLANNING

SPORTS, ARTS, CULTURE AND RECREATION

JANUARY-MARCH 2014

PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MONTHLY INDICATORS		RESPONSIBLE PERSON
The proper functioning and management of Sports, Arts, Culture and Recreation within Abaqulusi by June 2017	Adoption and Implementation of maintenance plan	Facilitate the adoption of the Maintenance Plan	January 2014 February 2014 March 2014	Reports	Director: Community Services and Manager Social Services
		Implement adopted Maintenance Plan	February 2014 March 2014		
		Implement adopted Maintenance Plan	March 2014		
	Establishment of Arts and Culture Committees	Prepare Terms of Reference	January 2014 February 2014 March 2014	Reports	Director: Community Services and Manager Social Services
		Facilitate Establishment of the Arts and Culture Committees	February 2014 March 2014	Reports	

	Adoption and Implementation of Operational Plan	Submit Operational Plan to relevant structures	March 2014	Reports	
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3rd QUARTERLY PLANNING

MUSEUM

JANUARY-MARCH 2014

PRIORITY AREA	QUARTERLY TARGET	ACTIVITIES	MONTHLY INDICATORS		RESPONSIBLE PERSON
To ensure promotion of AbaQulusi history within the municipal jurisdiction and Zululand	Visit to the nearby museum to assess new trends.	Conduct study tours to other nearby Museum to assess operations	January 2014 February 2014 March 2014	Weekly Reports will be compiled after such visits	Director Community Services Acting Curator
To ensure promotion of AbaQulusi history within the municipal jurisdiction and Zululand	Adoption of the Museum Marketing plan	Compiling the item for Museum Marketing to the Portfolio Committee and EXCO.	February 2014 March 2014	Minutes for the Portfolio Committee meeting.	
To ensure promotion of AbaQulusi history within the municipal jurisdiction and Zululand	Engage ward committees to provide them with information about the Operations of the Museum.	Scheduled Meeting with ward committees	February 2014 March 2014	Minutes of the such meetings and reports	Acting Curator

QUICK WINS FOR ENVIRONMENTAL SERVICES

ISSUE/PROBLEM	TASK(SMART)	TARGET DATES	RESPONSIBLE PERSON	SUPPORTING DEPT
1.Cemetery Grass cutting	Implementation of the Cemetery Maintenance Plan	Starting 09 January 2014	-Manager Environmental Services. -Caretaker: cemeteries	EPWP
2.Illegal Dumping	-Educational campaigns on waste management. -Supply small towns with Place refuse skips/concrete bins in areas that are prone to illegal dumping.	Starting on the 14 January 2014 20 January 2014	-Solid Waste Foreman. -Staff from Youth Jobs in Waste	Technical Services

QUICK WINS FOR MUSEUM 3RD QUARTER

ISSUE/PROBLEM	TASK(SMART)	TARGET DATES	RESPONSIBLE PERSON	SUPPORTING DEPT
Shortage Local history in the Museum	Display history of EMondlo at the Museum	Starting 01 February 2014 – 31 March 2014	Acting Curator	<ul style="list-style-type: none"> • Museum Service • EMondlo Junior Students