Draft 2017/18 Annual report

Matatiele Local Municipality

102 Main Street

Matatiele

Tel: 039 737 8100

Fax: 039 737 3611

http://www.matatiele.gov.za

Table of Contents

Chapter One: Mayor's Foreword and Executive summary 6
Component A: Mayor's foreword 6
Component B: Executive Summary 7
1.1. Municipal Manager's Overview 7
1.2. Municipal Functions, population and environmental Overview 9
1.3. Service delivery Overview 23
1.4 Financial Health Overview 25
1.5. Organizational Development Overview 27
1.6. Auditor General Report 28
1.7. Statutory Annual Report Process 29
Chapter Two: Governance 31
Component A: Political and Administrative Governance 31
2.1. Political Governance 31
2.2. Administrative Governance 36
Component B: Intergovernmental Relations 51
2.3. Intergovernmental Relations 51
Component C: Public Accountability and Participation 52
2.4. Public Meetings 52
2.5 IDP Participation and alignment 58
Component D: Corporate Governance 59
2.6. Risk Management 59
2.7. Anti-Corruption and Fraud 65
2.8. Supply Chain Management 66
2.9. By-Laws 67
2.10. Website 68
2.11. Public Satisfaction on Municipal Services 69
Chapter three: Service delivery Performance (Performance report part 1) 71
Component A: Basic Services 71
3.1. Water Provision 71
3.2 Waste water (sanitation) provision 75
3.3. Electricity 77
3.4. Waste Management (this section to include: refuse collections, waste disposal, street cleaning and recycling) 83
3.5. Housing 90
3.6. Free basic service and indigent support 95
Component B: Road Transport 99
3.7. Roads 100

3.8. Transport (Including vehicle licensing and public bus operation) 106
3.9. Waste water (storm water drainage) 111
Component C: Planning and development 115
3.10. Planning 115
3.11 LOCAL ECONOMIC DEVELOPMENT (INCLUDING TOURISM AND MARKET PLACES) 121
Component D: Community & Social services 129
3.12. Libraries; archives; Museums; Galleries; Community facilities; other (theatres, Zoos, ETC) 129
3.13. Cemeteries' and Crematoriums 134
Component E: Environmental protection 154
3.15. Pollution control 154
3.16. Bio-Diversity; Landscape (incl. Open Space); and other (e.g. Coastal protection) 157
Component F: Health 157
3.17. Clinics 157
3.18. Ambulance Services 160
3.19. Health Inspection; Food and Abattoir Licensing and Inspection; etc. 163
Component G: Security and Safety 167
3.20. Police 167
3.21 Fire 171
3.22 Other (disaster management, animal licencing and control, control of public nuisances and other) 174
Component H: Sport and Recreation 177
3.23. Sport and recreation 177
Component I: Corporate policy offices and other services 178
3.24. Executive and council 178
3.25. Financial Services 181
3.26. Human Resource Services 183
3.27. Information and Communication Technology (ICT) services 193
3.28. Property; Legal; Risk Management and Procurement Services 206
Chapter Four: Organizational development performance (performance report part II) 210
Component A: Introduction to the Municipal personnel 210
4.1. Employee totals, turnover and vacancies 210
Component B: Managing the municipal workforce 213
4.2. Policies 213
4.3. Injuries, sickness and suspensions 215
4.4. Performance awards 217
Component C: Capacitating the municipal workforce 218
4.5. Skills development and training 218

Component D: Managing the Workforce Expenditure 225
4.6. Employee expenditure 226
Chapter five: Financial performance 228
Component A: statement of financial performance 228
5.1. Statements of Financial Performance 228
5.3. Asset management 236
Component B: Spending against capital budget 238
5.6. Source of finance 238
5.7. Capital spending on 5 largest projects 239
5.8. Basic service and infrastructure Backlogs – Overview 240
Component C: Cash flow management and investments 241
5.9. Cash flow 241
5.10. Borrowing and investments 243
5.11. Public Private Partnerships 244
Component D: Other Financial matters 244
5.12. Supply Chain Management 244
5.13. GRAP compliance 246
Chapter Six: Auditor General Audit Findings 247
Component A: Auditor general opinion of financial statements 247
6.1. Auditor general reports financial year 2016/17 247
Component B: Auditor general opinion 2017/18 247
6.2. Auditor general report year 2017/18 247
APPENDICIES 249
APPENDIX A – COUNCILLORS; COMMITTEE ALLOCATION AND COUNCIL ATTENDANCE 249
APPENDIX B – COMMITTEE AND COMMITTEE PURPOSE 252
APPENDIX C –THIRD TIER ADMINISTRATIVE STRUCTURE 255
APPENDIX D – FUNCTIONS OF MUNICIPALITY / ENTITY 257
APPENDIX E – WARD REPORTING 258
APPENDIX F – WARD INFORMATION 265
APPENDIX G – RECOMMENDATION OF THE MUNICIPAL AUDIT COMMITTEE 2017/18 266
APPENDIX H – LONG TERM CONTRACTS AND PUBLIC PRIVATE PARTNERSHIP (PPP) 268
APPENDIX I - MUNICIPAL ENTITY/ SERVICE PROVIDER PERFORMANCE SCHEDULE 269
APPENDIX J – DISCLOSURES OF FINANCIAL INTERESTS 305
APPENDIX K – REVENUE COLLECTION PERFORMANCE BY VOTE AND BY SOURCE 308
APPENDIX K (i): REVENUE COLLECTION PERFORMANCE BY VOTE 308
APPENDIX K (ii): REVENUE COLLECTION PERFORMANCE BY SOURCE 308
APPENDIX L – CONDITIONAL GRANTS 310
APPENDIX M – CAPITAL EXPENDITURE 311

APPENDIX M (i): CAPITAL EXPENDITURE - NEW ASSETS PROGRAMME 314
APPENDIX M (ii): CAPITAL EXPENDITURE – UPGRADE/RENEWAL PROGRAMME 317
APPENDIX N – CAPITAL PROGRAMME BY PROJECT 320
APPENDIX O – CAPITAL PROGRAMME BY PROJECT BY WARD YEAR 2017/18 322
APPENDIX P – SERVICE CONNECTION BACKLOGS AT SCHOOLS AND CLINICS 324
APPENDIX Q – SERVICE BACKLOGS EXPERIENCED BY THE COMMUNITY WHERE ANOTHER SPHERE OF GOVERNMENT IS RESPONSIBLE FOR SERVICE PROVISION 324
APPENDIX R – DECLARATION OF LOANS AND GRANTS MADE BY THE MUNICIPALITY 325
APPENDIX S – DECLARATION OF RETURNS NOT MADE IN DUE TIME UNDER MFMA S71 326
APPENDIX T – NATIONAL AND PROVINCIAL OUTCOMES FOR LOCAL GOVERNMENT 327
VOLUME II – ANNUAL FINANCIAL STATEMENTS 335
VOLUME III – ANNUAL PERFORMANCE REPORT 401
KPA 1: BASIC SERVICE DELIVERY AND INFRASTRUCTURE 406
Yes, Eskom Presentation 428
KPA 2: MUNICIPAL INSTITUTION DEVELOPMENT AND TRANSFORMATION 452
KPA 3: LOCAL ECONOMIC DEVELOPMENT 485
KPA 4: MUNICIPAL FINANCIAL VIABILITY AND MANAGEMENT 501
KPA 5: GOOD GOVERNANCE AND PUBLIC PARTICIPATION 535
KPA 6: SPATIAL CONSIDERATIONS 625
PERFORMANCE OF EXTERNAL SERVICE PROVIDER 631
MEASURES TO BE TAKEN TO IMPROVE MUNICIPAL PERFORMANCE 663
CONCLUSION 663
ANNEXURE B: AUDIT ACTION PLAN 664
ANNEXURE C: KEY PERFORMANCE INDICATORS 759

Chapter One: Mayor's Foreword and Executive summary

Component A: Mayor's foreword



In acknowledging the fundamental intent for the establishment of municipalities, Matatiele Local Municipality is primarily driven by the objectives of local government as treasured in the Constitution, which objectives are: (a) to provide democratic and accountable government for local communities; (b) to ensure the provision of services to communities in a sustainable manner; (c) to promote social and economic development; (d) to promote a safe and healthy environment; and (e) to encourage the involvement of communities and community organizations in the matters of local government.

As our vision says "where nature, agriculture and tourism are investments of choice". A lot has been done in attaining vision of the municipality. The municipality has rich arable land for farming. Products such as poultry farming and brick making, sand mining, are available within the municipality that are locally produced and that create job opportunities for the people within the municipality. Furthermore, there are many villages within the municipality which are situated along the route to Lesotho which attracts potential tourists around the country and abroad. In most households, agriculture and tourism seem to be the major economic activities practiced within the municipal vicinity.

Matatiele Local Municipality has in the past financial year worked tirelessly in the best interest of the community of Matatiele, maintained and promoted the basic values and principles of public administration in such a way that the credibility and integrity of the municipality were not compromised. Educational facilities that were identified from the community feedback sessions shows that MLM has a range of types which include Pre-Schools, Secondary schools, combined schools and TVET College. From the analysis, we find that there are 299 educational facilities, which offers facilities to 69 344 learners.

Matatiele has been growing in recent years due to the infrastructural development initiatives in the town and surrounding areas. These initiatives include among other things buildings and construction of roads. The infrastructure department within the municipality has provided more job opportunities to the people of Matatiele. Municipality provided free basic services to its community members in the form of solar, electricity and refuse to Indigent households.

The municipality used various mechanisms towards public participation, and a variety of such mechanisms have been used in the public education and development of IDP, these include community outreach programmers, IGR forum, IDP Steering committee meetings and IDP representative forum. The use of radio, word of mouth, print media and the use of the existing traditional structures like traditional leaders, together with the existing support structures like the ward support assistants, ward committees and community development workers were effective in the development of municipal objectives.

I truly would like to thank the Councillors, traditional leaders, management, and staff, ward committees, ward support assistants, Community Development Workers, sector departments, private sector and all our communities for their contribution in the municipal activities.

May this partnership continue to grow as we work together to realize our vision and improving the lives of our people.

_____

CLLR. M.M. MBEDLA

HONOURABLE MAYOR

Component B: Executive Summary

1.1. Municipal Manager's Overview

In the 2017/18 financial year Matatiele Local Municipality had intention to improve its administration in all sectors of the municipality in terms of performance and financial reporting hence the municipality was rewarded with an unqualified audit, and thus all efforts were directed at attaining this objective. One of the strategies identified as a vehicle towards an unqualified audit was capacity building and the empowerment of Councillors and management so as to enhance oversight and clean administration.

The performance of the municipality improved in the 2017/18 financial year compared to the 2016/17 financial year, there has been an improvement in the audit opinion from qualified to unqualified audit opinion. More people were registered for free basic services and there was acceleration in the provision of non-grid electricity to those that are not having access to grid electricity with regards to key performance areas; the following is reported:

Basic service delivery

- Improved accessibility in rural areas through construction of new gravel roads and maintenance of existing access road linkages between rural components by 46.3 km in Epiphany, Gudlintaba, Nomgavu,Vikinduku, Msukeni, Mableleni, Khaue, Mangopeng, Butsula via Taung to Preschool Access Road and Zazingeni-Mazizini;
- Provided 2583 households with basic electricity at Edrayini, Mahangu project (PS,Kwambombo & Magayazidlele), Nkali A,B & C,Neuresh ,Zikhalini & Maphokong, Thotaneng, Chere & Mahareng, Nyaniso, Nkalweni & Bubesi ,Palmaville and Chibini villages; and
- Financial constraints remain a big challenge especially regarding the maintenance of access roads.

Financial viability and management

- The Municipality is in a healthy financial state despite the fact that there is still a big challenge regarding debt collection;
- It has been declared in the Annual Financial Statements that the municipality would continue to operate as a going concern and that has been substantiated by the positive bank balance as reflected in the cash and cash equivalent amounting to R119 868 614 million as compared to the opening balance at the beginning of the financial year; and
- All compliance issues were adhered to and submissions of reports were done timely to provincial and national government.

Local Economic Development

- More energy was directed at SMME support and Tourism, a successful Local Economic development Summit was held, which saw participation from all stakeholders provincial and national. This culminated in the development of Matatiele Vision 2030; and
- The municipality appointed General Manager EDP to drive and ensure that the municipality's vision and mission are accomplished.

Institutional Transformation and Development

- Established a reliable and a robust ICT infrastructure, Upgrade internet line from 2Mbps to 10 Mbps;
- Capacitated, developed, managed and maintained municipal human capital. Financial Study Assistance was awarded to 27 employees; and
- Training of staff and Councillors was intensified with more emphasis on staff members and Councillors without Grade 12 (Matric).

Good Governance and Public Participation

- Compliance with statutes formed the basis of good governance and continued oversight was played by council sub-committees and the Audit Committee; and
- More than 95% of petitions and complaints were successfully addressed to the satisfaction of the complainants.

CHALLENGES

Municipality was striving for a clean audit opinion which unfortunately was not achieved due to performance, financial reporting and compliance issues of which will be attended in moving forward. Municipality have been facing these challenges over the past twelve months of 2017/18 financial year:

- Debt collection still remain one of the biggest challenge, especially in Maluti, the issue is being attended to and the department of Public works is assisting the municipality with land donation so that the registration of the Title Deeds for the people of Maluti could proceed , which will assist the municipality with the Land owners of Maluti;
- Access roads maintenance also poses a threat to the municipality's infrastructure. Additional funding is required to keep up with the rate of infrastructure depreciation;
- Electricity backlog of 34% poses a serious threat to the municipality; and
- Water and Sanitation backlogs also pose a serious threat to municipality's stability.

Despite all the challenges a lot was achieved during the year, and more will be achieved moving forward.

A word of appreciation to the Mayor, Speaker, Chief Whip, the entire Council, Management and all staff members for their contribution and commitment in the driving of the municipality to the right direction.

_____

DR DCT NAKIN

MUNICIPAL MANAGER

1.2. Municipal Functions, population and environmental Overview

Matatiele Local Municipality (MLM) is located in the Northern part of the Eastern Cape Province. It adjoins onto Elundini Municipality to the South West, Greater Kokstad Municipality (KZN) to the East, Umzimvubu Municipality to the South, and Lesotho to the North. Traversing the local municipality in an east-west direction is the R56 road, linking Matatiele with Kokstad to the east and Mount Fletcher to the west. This roadway links the Municipality with KwaZulu-Natal Province and parts of the Eastern Cape Province located south of Matatiele Municipality.

Matatiele Local Municipality is one of four (4) Local municipalities situated within the Alfred Nzo District Municipality. Alfred Nzo District Municipality consists of Matatiele, uMzimvubu, Mbizana and Ntabankulu Local Municipalities. The Alfred Nzo District Municipality is situated within the Eastern Cape Province; and is surrounded by OR Tambo District Municipality to the east, Joe Gqabi District Municipality to the west, Harry Gwala District Municipality to the north-east, Ugu District Municipality to the east and Lesotho to the north.

T 1.2.1

DEMOGRAPHIC PROFILE

Population size and Distribution

According to the 2016 Community survey; Matatiele local municipality has a population size of 219 447 people, spread across 26 wards. This shows a slight increase in the population size over the last five years, since the 2011 census. A comparative demographical analysis demonstrates that Matatiele Local Municipality has the largest geographical size at 4352km^2 within Alfred Nzo District Municipality. The area accounts for 41% of the district's population. In terms of Population density, Matatiele local Municipality has a rather lower density (46.8 p/square kilometre) within ANDM.

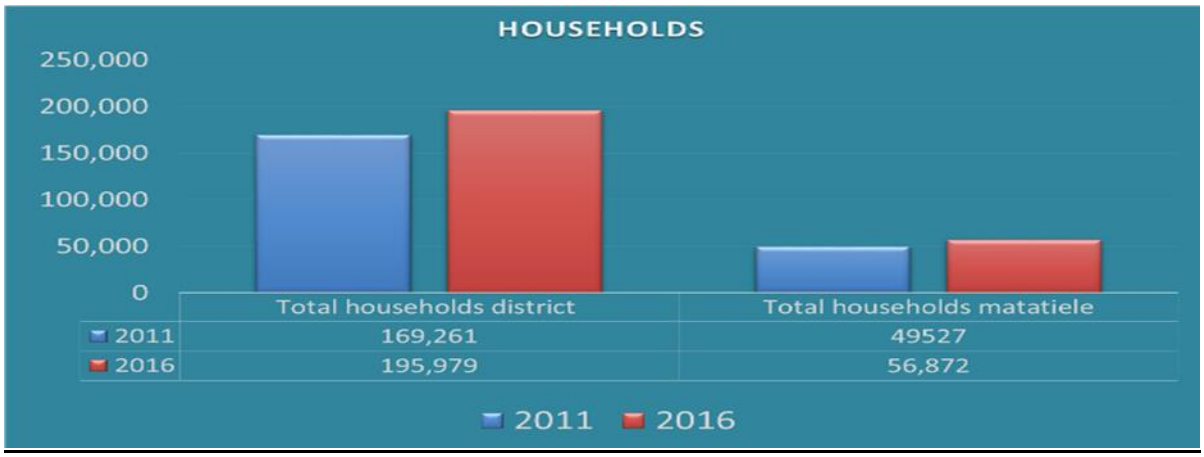
Area	Area Size (Km^2)	Population Density (persons per km2)	Population size Census 2011	Population size 2016 community survey
South Africa	1221037	42.4	51770560	55 653 654
Eastern Cape	168966	39	6562053	6 996 976
Alfred Nzo DM	10731	74.7	801344	867864
Matatiele Local Municipality	**4352**	**46.8**	**203843**	**219447**
Umzimvubu Local Municipality	2577	74.4	191620	199620
Ntabankulu Local Municipality	1385	89.5	123976	128849
Mbizana Local Municipality	2417	116.6	281905	319948

Population size. Source: STATSSA, Census 2011, CS 2016

- ***Population groups***

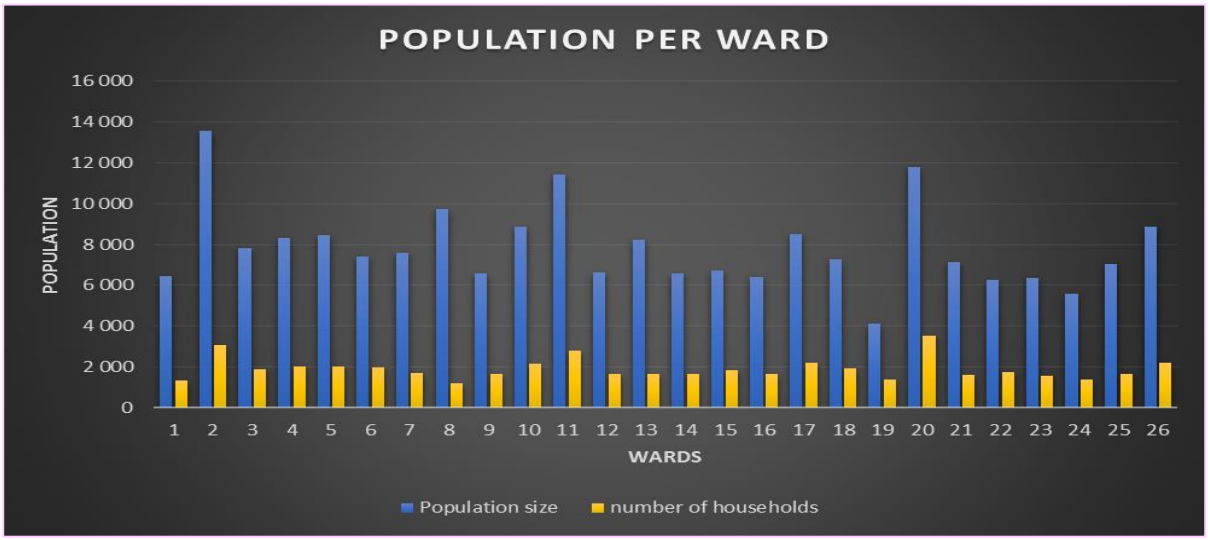
The majority of the population is African at 98.4%, while Coloured, Indian/Asian and White population groups, constitute 1%, 0.2% and 0.4% respectively. The majority of the population is mostly residing in rural villages around the towns of Matatiele, Maluti and Cedarville.

- ***Households***



Total households; Statistics South Africa. CS 2016

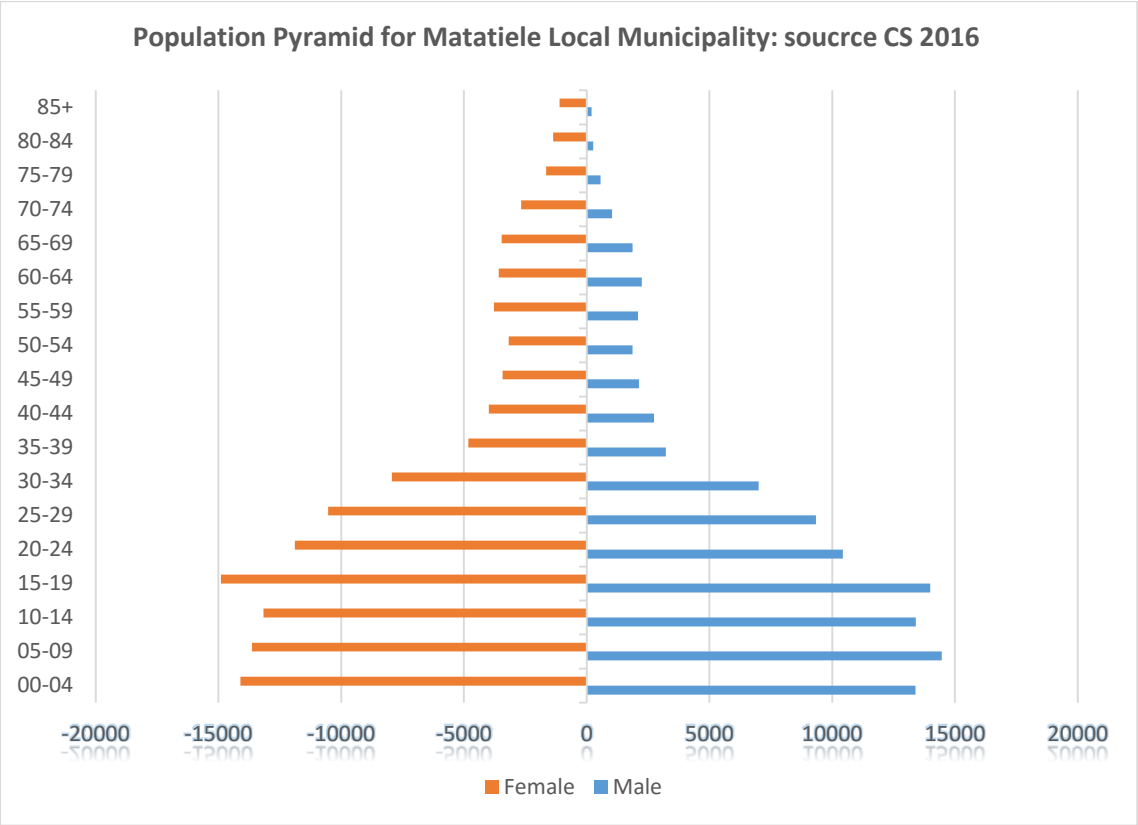
These households are distributed unevenly over 26 wards. The 2016 municipal demarcation has not effected changes in the geographical size of the municipality; however the ward boundaries of some wards have changed, with some wards assigned new villages from other wards. Hence, the number of villages in each ward is unevenly distributed as well. The number of villages per ward also varies in size and number. The average household size is 3.9.



Population per ward: Statistics South Africa .Census 2011.

Gender differentiation and Age distribution

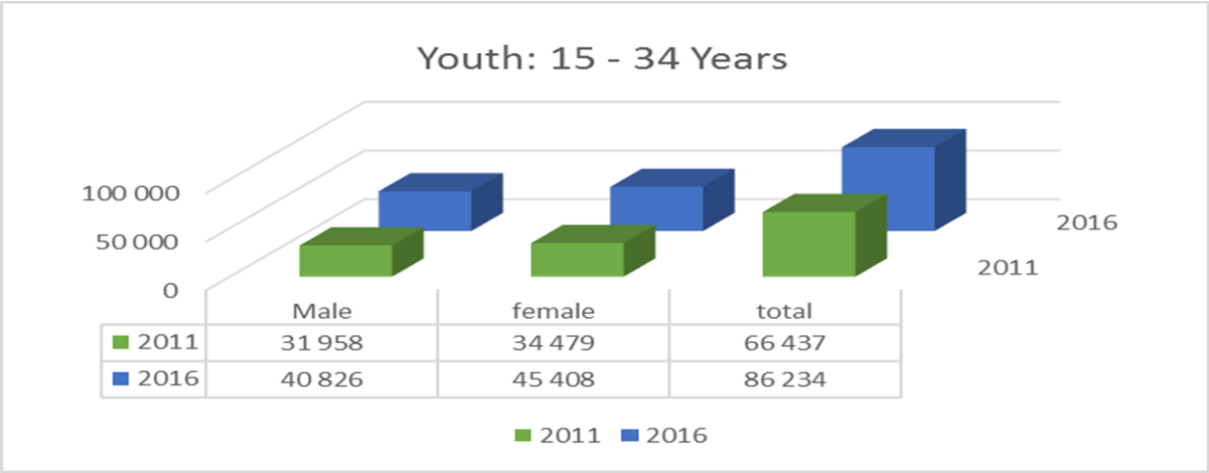
54% of the population of Matatiele Local Municipality is females. There are more females than males (46%). This is not a unique case of MLM as this trend is also evident within the district, province and the country as a whole. The figure below shows the population pyramid for MLM.



Population Pyramid for MLM: Statistics South Africa .CS 2016.

MLM of generally has a large youthful population. The largest part of the population falls within age of 15 – 19. The majority of these young people are still in school. Females are more across the age groups with the exception of the 05 -09 age group.

- ***YOUTH POPULATION***



Youthful Population. Statistics South Africa .Census 2011and CS2016...

The majority of the population being youthful; it may be priority should be given by the Municipality, Sector Departments and other stakeholders to ensure that a large percentage of the budget is allocated to social development facilities and youth Empowerment initiatives in order to meet the needs of a youthful population and ensuring that people falling within this age acquire relevant skills. The development of skills, creation of more job opportunities is one of the key aspects of the developmental issues by the municipality in partnership with the sector departments and other stakeholders.

SOCIAL AND ECONOMIC PROFILE

Education Profile and Literacy Levels

The Literacy levels within Matatiele Local Municipality have improved over the last ten years. Figure below show that 76% of population below the age of 20 area in school or rather enrolled in an educational institution. The remaining 24% would include children of a non-school going age as well as those that are not enrolled in school, falling within the ages of 0-20.

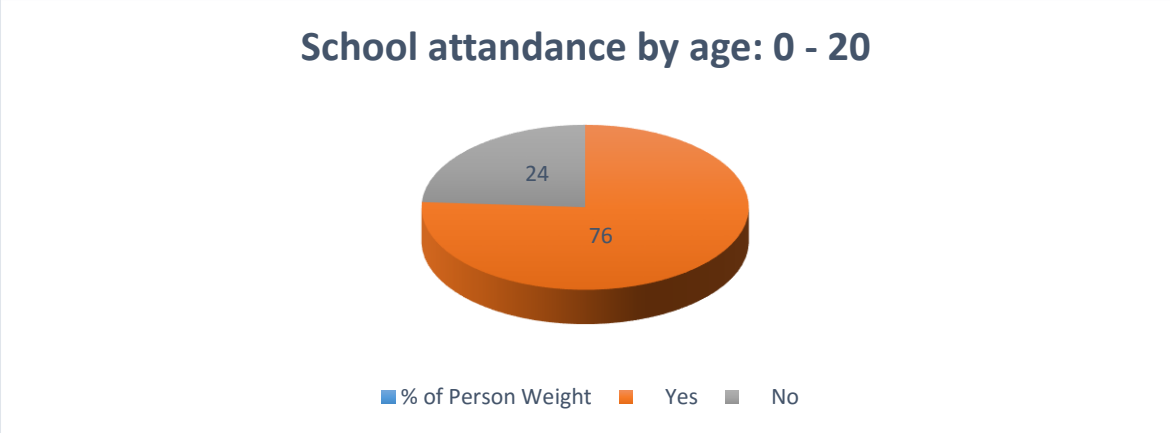
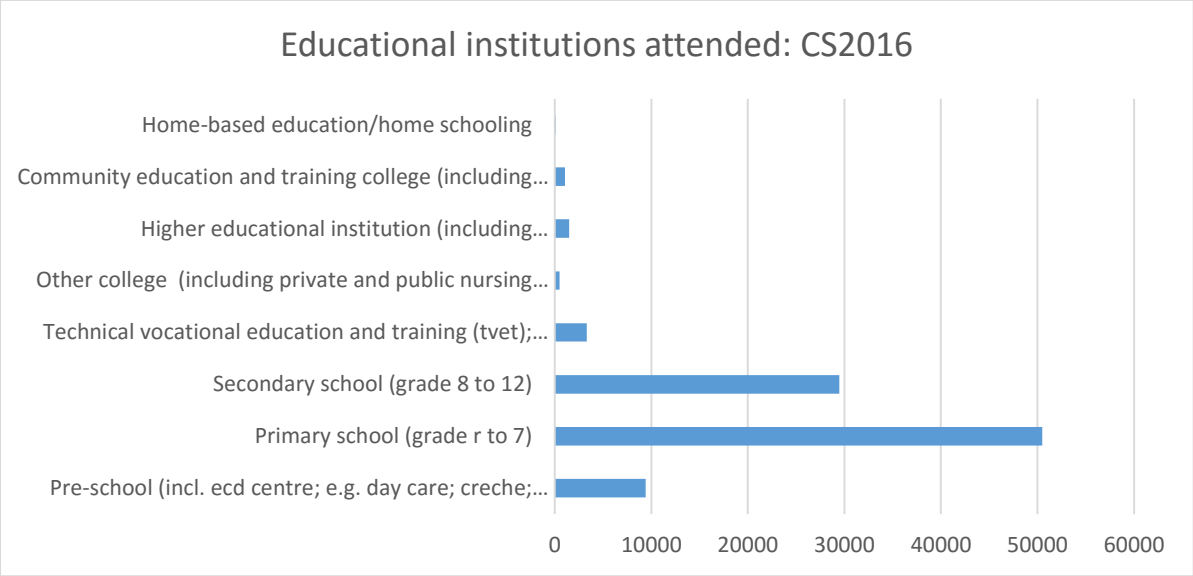


Figure 6: School attendance: Statistics South Africa .CS 2016...

The figure below shows attendance in the various educational institutions.



Attendance in educational institutions. Statistics South Africa .CS2016...

The majority of learners are in primary and secondary school. The figure also indicates the number of learners enrolled in higher education institutions. There are however, no tertiary institutions in the municipality other than a TVET centre. Most matric graduates are required to leave the area and study in cities within the province and in other provinces. Furthermore, the small percentage of youth people enrolled in higher educational institutions could be attributed to poor financial backgrounds, in that most students after Matric do not have the financial means to further their studies.

Employment Profile

The economically active population (EAP) is a good indicator of how many of the total working age Population are in reality participating in the labour market of a region. If a person is economically active, he or she forms part of the labour force

Definition: The economically active population (EAP) is defined as the number of people (between the age of 15 and 65) who are able and willing to work, and who are actively looking for work. It includes both employed and unemployed people. People, who recently have not taken any active steps to find employment, are not included in the measure. These people may (or may not) consider themselves unemployed. Regardless, they are counted as discouraged work seekers, and thus form part of the non-economically active population

ECONOMICALLY ACTIVE POPULATION (EAP) - MATATIELE, ALFRED NZO, EASTERN CAPE AND NATIONAL TOTAL, 2006-2016 [NUMBER, PERCENTAGE]

	Matatiele	*Alfred Nzo*	*Eastern Cape*	*National Total*	*Matatiele as % of district municipality*	*Matatiele as % of province*	*Matatiele as % of national*
2006	*40,900*	*140,000*	*1,840,000*	*17,500,000*	*29.1%*	*2.2%*	*0.23%*
2007	*41,900*	*142,000*	*1,850,000*	*18,000,000*	*29.5%*	*2.3%*	*0.23%*
2008	*42,400*	*140,000*	*1,840,000*	*18,400,000*	*30.3%*	*2.3%*	*0.23%*
2009	*41,800*	*135,000*	*1,790,000*	*18,300,000*	*31.1%*	*2.3%*	*0.23%*
2010	*40,700*	*128,000*	*1,730,000*	*18,100,000*	*31.8%*	*2.3%*	*0.22%*
2011	*41,000*	*126,000*	*1,740,000*	*18,300,000*	*32.4%*	*2.4%*	*0.22%*
2012	*41,800*	*129,000*	*1,770,000*	*18,700,000*	*32.4%*	*2.4%*	*0.22%*
2013	*44,100*	*137,000*	*1,840,000*	*19,300,000*	*32.2%*	*2.4%*	*0.23%*
2014	*47,200*	*146,000*	*1,940,000*	*20,100,000*	*32.2%*	*2.4%*	*0.23%*
2015	*49,500*	*154,000*	*2,000,000*	*20,800,000*	*32.2%*	*2.5%*	*0.24%*
2016	*51,200*	*159,000*	*2,060,000*	*21,300,000*	*32.2%*	*2.5%*	*0.24%*

Average Annual growth				
2006-2016	**2.27**%	**1.25**%	**1.12**%	**1.97**%

Source: IHS Market Regional eXplorer version 1156

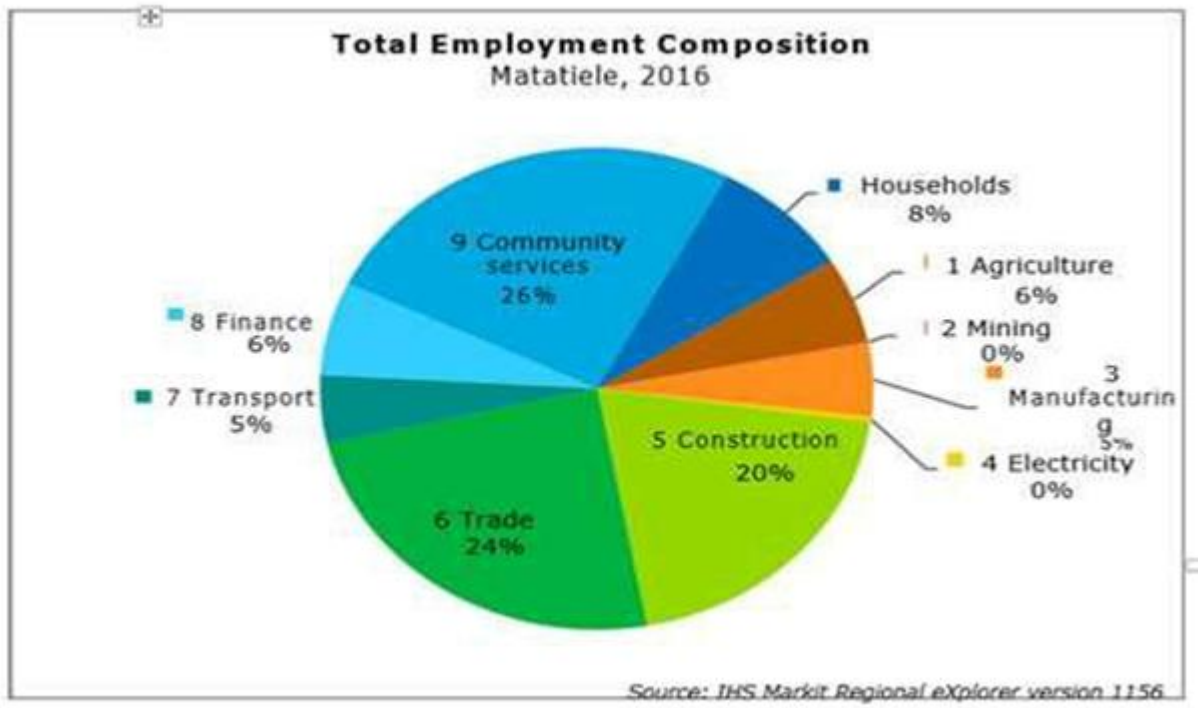
Matatiele Local Municipality's EAP was 51 200 in 2016, which is 23.59% of its total population of 217 000, and roughly 32.21% of the total EAP of the Alfred Nzo District Municipality. From 2006 to 2016, the average annual increase in the EAP in the Matatiele Local Municipality was 2.27%, which is 1.02 percentage points higher than the growth in the EAP of Alfred Nzo's for the same period.

Definition: The labour force participation rate (LFPR) is the Economically Active Population (EAP) expressed as a percentage of the total working age population.

The Matatiele Local Municipality's labour force participation rate increased from 38.64% in 2006 to 42.07% in 2016 which, is an increase of 3.4 percentage points. Employment data is a key element in the estimation of unemployment. In addition, trends in employment within different sectors and industries normally indicate significant structural changes in the economy. Employment data is also used in the calculation of productivity, earnings per worker, and other economic indicators.

Definition: Total employment consists of two parts: employment in the formal sector, and Employment in the informal sector. The number of formally employed people in Matatiele Local Municipality counted 20 100 in 2016, which is about 65.08% of total employment.

TOTAL EMPLOYMENT PER BROAD ECONOMIC SECTOR - MATATIELE LOCAL MUNICIPALITY, 2016 [PERCENTAGE]



2.5.3 Income Profile and Indigent Support

Matatiele Local Municipality is characterized by high levels of unemployment and unequal distribution of income, this however is a characteristic seen in the rest of the country. 2016 community survey indicates that an average household size in Matatiele Local Municipality is 3.9. Poverty and unemployment are high in the area. According to SASSA (March, 2017) there are 58 786 beneficiaries, monthly grants in Matatiele. SASSA pay out an estimated R60 330 723.00 to these beneficiaries monthly. The dependency ratio is 78.3.

The Municipality has an Indigent support policy and an indigent register with 20 548 households registered. The register is updated as and when new people need to be captured on an annual basis. Currently the indigent support is in the form of free basic electricity, non-grid energy, and alternative energy and refuses removal. The District municipality provides Indigent household provides 6 kilo litres of water per Household. Table below lists the beneficiaries and the type of service provided.

	REFUSE AND RATES	ELECTRICITY	GEL AND OIL	SOLAR	TOTAL BENEFICIARIES
Beneficiaries	**1097**	**3 453**	**6 000**	**9998**	**20548**

Table 7: Beneficiaries and benefits per indigent register

DESCRIPTION	AUDITED 2016/17	AUDITED 2017/18	BUDGET 2017/18
FREE BASIC SERVICES	11 213 526	10 108 370	14 000 000
TOTAL	**11 213 526**	10 108 370	**14 000 000**

There is an indigent large gap in the income distribution among households in MLM. The table below indicates the average household income in Matatiele. 16.8% of the households in Matatiele have no form income. This is indicative of the high dependency on social grants and the number of indigent households.

Income	Percentage
None income	16,8%
R1 - R4,800	7,3%
R4,801 - R9,600	13,5%
R9,601 - R19,600	27,5%
R19,601 - R38,200	19,8%
R38,201 - R76,4000	6,6%
R76,401 - R153,800	4,1%
R153,801 - R307,600	2,8%
R307,601 - R614,400	1,3%

Income	Percentage
R614,001 - R1,228,800	0,2%
R1,228,801 - R2,457,600	0,1%
R2,457,601+	0,1%

Average household income- statssa.Census 2011

The table above indicates the average household income in Matatiele. 16.8% of the households in Matatiele have no form income. This is indicative of the high dependency on social grants and the number of indigent households.

Poverty Levels and Indicators

The number of people in poverty is the number of people living in households that have an income less than the poverty income, i.e. the minimum income required to sustain a household according to the particular household size. Since poverty is multidimensional, thus having many factors that contribute to the a poor person's experience of deprivation such as poor health, lack of education, in adequate living standard, lack of income, disempowerment amongst others. Therefore, the global Multidimensional Poverty Index (MPI) is used to measure acute poverty, looking at the three dimensions of poverty i.e. Health, Education and Living Standards.

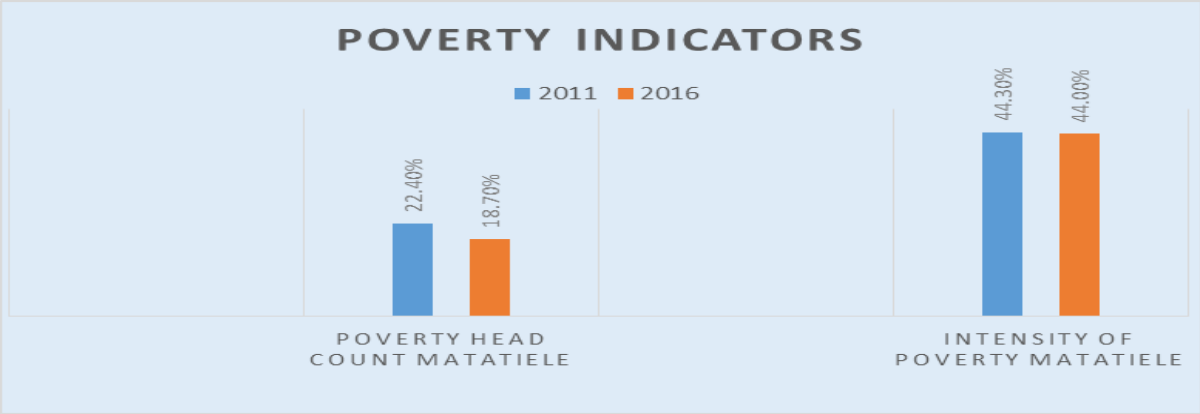


Figure 9: Poverty indicators: Statistics South Africa .CS 2016.

Health Indicators

The following are the health indicators for the municipality

Indicator	Rate (Per 1000 Live Births)	Ratio (Per 100 000 Live Births)
Under 5 mortality rates (2015-16)	13.1	n/a
Infant mortality rate (0-1, 2015 -16)	14.0	n/a
Maternal mortality in facility ratio	n/a	129.9

Table 8: health indicators; Department of Health, DHIS.

The indicators above are annualised. The table indicates that 14 .0 (per 1000 live births) of the children died by the age of 1. The following have been identified as the common causes of Under 5 mortality: Diarrhoea 6.7%, Pneumonia 10.1% and Severe/ acute malnutrition 24.5%. Although the rates are below the current national levels, they are quite high considering the population size of the municipality. High rates of child mortality are indicative of challenges in the poor health systems, which may also be influenced by other factors such as limited access to health care services, poor infrastructure and education amongst others, which are some of the challenges in the Municipality and also the district.

- ***HIV/AIDS***

The HIV prevalence in Matatiele is estimated at 11.5% of the population. The prevalence rate among those aged 15-19 is 6.5%. Matatiele local municipality has an HIV/AIDS strategy in line with the Provincial strategic plan. The strategy focuses on issues that are critical in developing the multi-sectorial municipal response to HIV/AIDS. The impact of the pandemic on the lively hood of the communities is reflected as:

- Impact on Family Life and Children
- Provision of Service Health, Education and Welfare
- Impact on Local Economy
- Impact on community and poverty

SUMMARY OF KEY POPULATION CONCERNS

Population concerns are basically a concern about the sense of balance between human needs and the resources available to meet those needs, now, and for the future generations.

MIGRATION	URBANIZATION	GROWING YOUTHFUL POPULATION
Migration in ML is a concern, this includes both -in and out migration. In recent years there has been a growing influx of migrants especially from Lesotho as well as from other countries (legal & legal migrants). It is also observed that it is common practice for residents to leave the MLM in search for work opportunities, tertiary education & other opportunities in other towns, cities and even other provinces.	Although the majority of the population in rural areas, there has been a growing number of people moving to the towns of Matatiele, Maluti & Cedarville. This has put pressure on the limited resources such as land and water.	Essentially, a growing youthful population should not be a concern; however in MLM the issues such as the high rate of youth unemployment & low skills base has resulted in the number of young people who are dependent of social grants and are indigent.

Figure 10: summary of key Population concerns

2.4.6 Crime and Policing.

Within the municipal area, there a currently 6 police stations, serving the communities of the area. Crime has the potential to Impact negatively on the local economic development of the municipal area. When analyzing the crime statistics within the municipality; stock theft, commercial crimes, driving under the influence of alcohol or drugs, burglary at residential premises, common assault, and murders are the most prevalent crimes in the area. Although the figures are lower, it is still a concerns and may have unfavorable results.

2017 SAPS crime statistics: Crimes by Precinct

Crimes: 2017	Afsondering	Avondale	Cedarville	Maluti	Matatiele	Total
Murder	18	9	5	42	8	**82**
Sexual Offences	13	36	15	99	19	**182**
Attempted murder	3	1	1	23	7	**35**
Common robbery	0	1	0	17	7	**25**
Robbery with aggravating circumstances	12	9	9	74	22	**126**
Arson	1	1	1	16	4	**23**
Burglary at non-residential premises	13	0	22	51	28	**114**
Burglary at residential premises	33	32	42	239	74	**420**
Theft out of or from motor vehicle	1	1	10	11	50	**73**
Stock-theft	83	63	24	183	20	**373**
Illegal possession of firearms and ammunition	5	2	2	11	14	**34**
Drug-related crime	10	14	25	68	138	**255**
Driving under the influence of alcohol or drugs	0	0	1	16	32	**49**
Community-reported serious crimes	277	267	237	1155	711	**2647**
Carjacking	0	0	1	0	0	**1**
Robbery at residential premises	7	2	1	9	4	**23**
Rape	13	31	15	81	18	**158**
Sexual assault	0	2	0	1	1	**4**
Attempted sexual offences	0	3	0	17	0	**20**
TOTAL	**489**	**474**	**411**	**2 113**	**1 157**	**4 644**

2.5.9 Access to information.

Access to information is important, not only to improve public participation but also to keep communities informed about services provided in their communities. There are various methods and tools used to share information. These provide access to information to the relevant people. The 2016 community survey provides information on some of the information tools widely used within Matatiele local municipality:

Access	Access to Radio	Access to TV	Access to cell phones	Internet at school	internet via cell phone	Internet via other mobile access	Internet connection via work place
Yes	57.51%	58.57%	93.94%	1.49%	32.23%	6.62%	1.57%
No	42.04%	40.52%	4.92%	85.08%	61.86%	85.74%	85.68%
Unspecified	0.45%	0.91%	1.15%	13.43%	5.91%	7.63%	12.75%
Grand Total	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%

Table 9: Information access: Statistics South Africa.CS2016

The table above indicates that about 93% of the population have access to cell phone; and approximately 58% of the population have access to TV's and Radio. Generally, Internet access seems to be a challenge within the area, especially in schools where only 1.4% of the people have access to the internet.

The statistics above helps to identify which methods can be best used to effectively access information across the municipality.

2.6 COMMUNITY NEEDS

Community needs are critical in the IDP Planning process as they inform the strategies and plans for delivery of services. Consultations and participation processes are conducted by the municipality to determine the needs of communities in the municipality at large as such needs analysis forms an important part of the situational analysis phase of the IDP.

Matatiele local municipality embarked on the IDP-CBP outreach; which is a consultative and participatory process in on developing the IDP review for the year 2018-19. This session was conducted in the form of ward meetings, which took place from the 13 -20 November 2017 across the twenty six (26) in the municipality. The municipality is currently in the Situational analysis phase of the IDP review process, which involves the process of analyzing the current levels of development in the municipality and identify the needs and priorities of the communities in all the wards. It is for this reason the municipality embarked on a Community based Planning programme.

The purpose of the CBP is to perform an assessment of the level of development in each ward;

- The services available within the ward;
- Infrastructure development of the ward;
- Socio Economic profile of the ward;
- Assessment of backlogs, as well as;
- The identification of needs and priorities per ward

The CBP served as an important phase in the review of ward based plans. MLM has reviewed the ward based plans for all 26 wards.

2.6.1 Summary of Key Priority Needs

The following are the priorities service areas that have be identified in the outreach.

Water	Most wards identified water challenges. The wards issues identified are: • Water supply is irregular- whereby water becomes unavailable for days. • Problems with Engines- engines operate on diesel. Affects water supply to communities when the diesel in not available to refuel. Community members also suggested using Electricity instead of diesel.	The following wards identified water as Priority no. 1: wards-06,07,15,17,24,25, The following wards identified water as Priority no.2 and 3: wards - 02, 03,08,09, 12, 13,16,18,21,26 The following wards identified water as Priority no.4 and 5: wards-04, 10,14

	• In all the villages, there is a challenge of yard connections- Where by community taps have been supplied, but people have illegally connected taps in their yards. • In most wards, community members indicated the need for additional boreholes	
Electricity	• Electricity is a need in all the wards that are not electrified. • Ward 22 are is not yet electrified. • Community members indicated the need for High mast Lights and street lights (where applicable), also in open spaces. • Most villages have indicated the need for electricity infills. • In almost all the wards, there has been an indication to install High mast lights and additional street lights there.	(These include areas without electricity, infill's needed, high mast lights and street lights) The following wards identified electricity as Priority no. 1: 02,03,12,13,14,16,18,22 The following wards identified Electricity as Priority no.2: 01,04,05,09,10,17,20,23,24
Roads, access roads and bridges	• All wards have indicated that the current state of roads and bridges in the respective communities is a concern. These include the internal streets and storm water drains the wards 19,1,20 and 26. • The provincial roads • There is a need for access road maintenance and construction of new roads. • In the towns; Matatiele, Maluti and Cedarville; flooding of storm water drain has resulted in the damaging of many	(These include areas all roads and bridges, including streets, storm water drains and walk ways) The following wards identified roads as a priority as Priority no. 1: Wards - 05,08,09,10,11,20, The following wards identified roads as a priority as Priority no 2 and 3 :wards - 01,02,03,07,11, 13,14,15,16,17,18,19,20,23 The following wards identified roads as a priority as Priority no 4 and 5: wards - 01,04,06,12,21,23,24,26

	street, resulting in potholes.	
Sanitation	Toilets have been built in some villages, however in some wards there is still a great need for toilets. In other municipal wards, sanitation projects were initiated though not yet completed.	(These include new toilets and infill's) The following wards indicated sanitation as priority no1: wards- 06,15,17 The following wards indicated sanitation as priority no 2 and 3:wards- 02,08,09,18,23 The following wards indicated sanitation as priority no 4 and 5: wards- 04,07,10,26
Housing	In all the wards, community member indicated housing as a need. Specifically Low cost housing/RDP house. in some wards , community members indicated there are households who live in temporary shelters due to natural disasters, in ward 19, community members indicated the need for middle income houses, low cost houses, and rental accommodation	The following wards indicated housing as priority no.1: wards – 04, 19, 23. The following wards indicated housing as priority no.2 and 3: wards – 06,07,12,15,18,21,24,26 The following wards indicated housing as priority no.4 and 5: wards – 02,03,08,09,10,11,13,05,16,17

SOCIO-ECONOMIC NEEDS

Sports and Recreational facilities	Matatiele local Municipality has a youthful population and there's a need for investment in social services and facilities to meet the needs of this growing population. Sports facilities, especially in rural areas, including multi-purpose centres are a priority. Recreational facilities such as parks in the three towns are needed. In most wards, young people have emphasized the need to have programmes that are aimed at sport development.	(These include grounds, multipurpose centres and parks) The following wards indicated sports and recreation facilities as priority no.3: wards- 04,08,10 The following wards indicated sports and recreation facilities as priority no.4 and 5: wards- 11,13,16,17,23,24,25.
Clinic services	Access to clinics is still a challenge in some of the wards, especially those located further from the towns. In some ward such as ward 26, there is no clinic. Community members also indicated that shortage of	These include mobile services) The following wards indicated clinic services as priority no1: 07,23,24,25,26

	medicines, shortage of staff, dilapidated buildings and limit access to water sanitation.	
Dipping tanks	In all the wards there are livestock. In most wards, the need to have additional facilities	The following wards prioritized dipping tanks: 07,12,13,17,21,23,
Community halls	In most wards community members indicated the need to have community halls.	The following wards prioritized community halls: 08,15,16,25

1.3. Service delivery Overview

The municipality through its IDP Objectives and budget as aligned with the SDBIP planned for some projects that were done in the year under review

The municipal achievements in the year under review include:

- Rural Electrification of 2583 Household;
- Maluti Tlakanelo Link line 25 Km;
- Mountain View Substation -10 MVA; and
- 46.3km of Roads.

Challenges:

The following are some of the service areas that need to be prioritized within the municipality.

- ***WATER***

In most wards, there are still villages that do not have access to clean drinking water. In Some villages, people still draw water from streams and have to travel several kilometres to access water. In some wards where there are taps, the water supply is not consistent; residents go for a number days without water. There is also a concern as some schools also do not have access to clean drinking water. Some schools have water tanks but no water.

- **ELECTRICITY**

There is a great urgency in most wards with regards to electricity, and in many wards electricity is a priority. Out of the 26 wards, only 1 wards (22) that is completely not electrified.

- **SANITATION**

Toilets have been built in some villages, however in some wards there is still a great need for toilets. In other municipal wards, sanitation projects were initiated though not yet completed.

- **ROADS**

Roads found within the municipality are mostly gravel roads. There is still a great need for construction of access roads and maintenance of such. With the recent floods and heavy rains, the condition of most roads, including access roads, district roads as well as T-roads has worsened, making it virtually impossible for vehicles to travel in other areas and access to services rather difficult.

- **TERTIARY INSTITUTIONS**

There are currently no tertiary institutions within the municipality. Many Young people, who have completed Matric and intending to further their studies, travel to other towns, cities and even provinces to access such educational facilities. This has been identified as a great need, and it contributes to the great number of out-migrants who are young people.

- **SPORTS AND RECREATIONAL FACILITIES**

Matatiele local Municipality has a youthful population and there's a need for investment in social services and facilities to meet the needs of this growing population. Sports facilities, especially in rural areas, including multi-purpose centres are a priority. Recreational facilities such as parks in the three towns are needed.

- **JOB OPPORTUNITIES**

Unemployment is prevalent within the municipality, especially amongst the youth. There is a great need to provide employment opportunities and equip people with the necessary skills that are required in the job market. Business opportunities, skills development programmes and other LED initiatives are some of the areas for intervention.

COMMENT ON ACCESS TO BASIC SERVICES:

46.3 of access roads had been constructed throughout the municipality, and some Access roads were maintained by the municipality with its own plant and routine maintenance is done by the Provincial Department of Public Works.

1.4 Financial Health Overview

FINANCIAL OVERVIEW

As at 30 June 2018, it has been declared in the Annual Financial Statements that the municipality would continue to operate as a going concern and that has been substantiated by the positive bank balance as reflected in the cash and cash equivalent amounting to R119 868 614 million as compared to the opening balance at the beginning of the financial year. This then represented the municipality's ability to pay its current liabilities for a fair period of couple of months. Section 71 returns were successfully submitted to National Treasury and no invoking of section 38 of DoRA was experienced during the year. The grant allocations were not all spent hence there was a budget roll over for Municipal Infrastructure Grant (MIG) and Integrated National Electrification Programme INEP.

T1.4.1

Financial Overview: Year 2017/18			
			R' 000
Details	**Original budget**	**Adjustment Budget**	**Actual**
Income:			
Grants	364220380	371025313	323014215
Taxes, Levies and tariffs	112403080	113045334	88566129
Other	15191460	14858488	20661990
Sub Total	491814920	498929135	432242334
Less: Expenditure	321075832	322702076	361750129
Net Total*	170739088	176227059	70492205

T 1.4.2

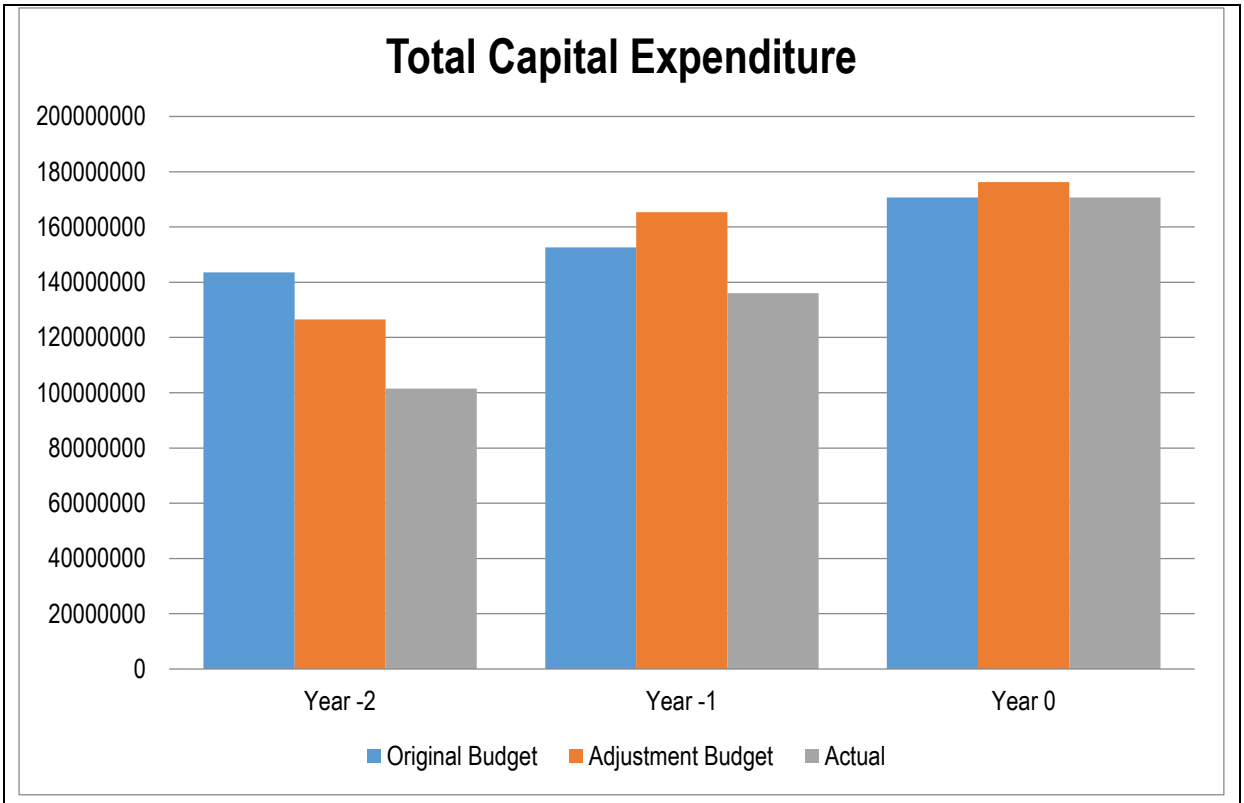
Operating Ratios	
Detail	**%**
Employee Cost	33%
Repairs & Maintenance	3%
Finance Charges & Impairment	5%
	T 1.4.3

COMMENT ON OPERATING RATIOS:

The ratio analysis as at end of 2017/2018 financial year indicated a positive outcome in terms of the budget spending on staff wages and salaries remained with the expected norms of 25-40.

T1.4.3

Total Capital Expenditure: Year 2015/16 to Year 2017/18 R'000			
Detail	**Year 2015/16**	**Year 2016/17**	**Year 2017/18**
Original Budget	143606403	152609800	170708288
Adjustment Budget	126565812	165393936	176225645
Actual	101503393	136087728	170728732
			T 1.4.4



T1.4.5

1.5. Organizational Development Overview

Matatiele Local Municipality, for the year under review the municipality capacitated both Councillors and staff members and total number of twenty-two (22) training interventions were coordinated and implemented by 30 June 2018 as follows:

- Risk Management Training – 28 Aug – 1 Sep 2017, for 02;
- RPL – 28 Aug – 1 Sep 2017; for 10;
- Compliance Management 18 Sep – 24 Nov 2017, for 01;
- Examiner of DL – 5 Sep – 9 Sep 2017 (Upgrade), for 01;
- Examiner of DL – 26 Sep – 24 Oct 2017, for 01;
- MFMP – 3 July 2017
- LLF (Employer component) Training – 29 - 30 August 2017, for 05;
- Introduction to SAMTRAC – 2 – 6 Oct 2017, for 02;
- Project Management – 2 -4 Oct 2017, for 30;
- Minute taking and Report writing – 15 – 17 Nov 2017, for 25
- Performance Management – 6 -7 Dec 2017, for 02;
- Credit Control, Debt Collection – 15 -17 Nov 2017, for 03
- ODETDP – 5 -9 Feb 2018, for 01;
- ID Cable Spiking Course -9- 10 April 2018, for 03;
- Cable fault finding – 13 – 14 March 2018, for
- Introduction to SAMTRAC – 21 – 25/05/2018 –for 03;
- Examiner of Motor Vehicle – for 01;
- Online Course on Compliance Management – for 01
- Construction Road-works – for 10;
- GCC – 25 to 26 April 2018 for 05;
- Performance Management on 13-14 June 2018 for 02; and
- Local Labour Forum Training on 25-26 June 2018 for 16

1.6. Auditor General Report

AUDITOR GENERAL REPORT
Matatiele Local Municipality obtained an unqualified audit opinion from the Audit General for 2017/18 financial year. One of the strategies identified as a vehicle towards an unqualified audit was capacity building and the empowerment of Councillors and management so as to enhance oversight and clean administration.
T 1.6.1

1.7. Statutory Annual Report Process

No.	Activity	Timeframe
1	Consideration of next financial year's Budget and IDP process plan. Except for the legislative content, the process plan should confirm in-year reporting formats to ensure that reporting and monitoring feeds seamlessly into the Annual Report process at the end of the Budget/IDP implementation period	July
2	Implementation and monitoring of approved Budget and IDP commences (In-year financial reporting).	
3	Finalise the 4th quarter Report for previous financial year	
4	Submit draft year 1 Annual Report to Internal Audit and Auditor-General	
5	Municipal entities submit draft annual reports to MM	
6	Audit/Performance committee considers draft Annual Report of municipality and entities (where relevant)	August
8	Mayor tables the unaudited Annual Report	
9	Municipality submits draft Annual Report including consolidated annual financial statements and performance report to Auditor General	
10	Annual Performance Report as submitted to Auditor General to be provided as input to the IDP Analysis Phase	
11	Auditor General audits Annual Report including consolidated Annual Financial Statements and Performance data	August - October
12	Municipalities receive and start to address the Auditor General's comments	November
13	Mayor tables Annual Report and audited Financial Statements to Council complete with the Auditor- General's Report	
14	Audited Annual Report is made public and representation is invited	
15	Oversight Committee assesses Annual Report	
16	Council adopts Oversight report	December
17	Oversight report is made public	
18	Oversight report is submitted to relevant provincial councils	
19	Commencement of draft Budget/ IDP finalisation for next financial year. Annual Report and Oversight Reports to be used as input	January

T1.7.1

COMMENT ON THE ANNUAL REPORT PROCESS:

This Annual report states how governance issues have been dealt with, the Intergovernmental relations, public accountability and participation and also corporate governance issues.

Annual Report highlights the progress and performance of the municipality for the year under review. It gives a clear indication of Political and Administrative Governance performs and also how often does each Ward Councillor together with ward committees have held meetings and interacted in order to bring service deliver to each ward.

Public participation, public meetings and involvement of communities in developmental issues and the IDP Processes is reported on in this Annual Report. Corporate governance which includes Risk management, Anti-corruption and Fraud are indicated in the Annual Report.
The Annual Performance Report also forms part of the Annual Report in order to highlight and compare the previous year's performance of the municipality with the current year. This is done in order to have a comparison of IDP Objective and assist in preventing the municipality from abandoning targets which were not achieved in the previous year.

Attachments to the Annual Report include:
1. The Annual Performance Report
2. Annual Financial Statements
3. Audit Committee Report
4. Oversight Report
5. AG's Report
6. Audit Action Plan

The Annual report also reports on its financial performance. The statements of financial performance, spending against Capital Budget, Cash Flow Management and Investment, and other financial matters have been reported on.
Auditor General Findings for the year under review, and audit findings for previous years also form part of the Annual Report.

T1.7.1.1

Chapter Two: Governance

Component A: Political and Administrative Governance

2.1. Political Governance

INTRODUCTION TO POLITICAL GOVERNANCE:

The Matatiele Municipal Council is established in terms of Sections 9 (b) and 22 of the Local Government: Municipal Structures Act 117 of 1998. It has got the Collective type of the Executive with 52 Councillors and ten (10) Traditional Leaders participating in the Municipal Council in terms of Section 81 of the Local Government: Municipal Structures Act, No. 117 of 1998. The Speaker of the Municipal Council is elected in terms of Section 36 and thereafter becomes its Chairperson.
The Mayor as the Political Head of the Municipality is elected by the Municipal Council amongst the elected members of the Executive in terms of Section 48: (1) of the Local Government: Municipal Structures Act, No. 117 of 1998. The Matatiele Local Municipality has got the Full-time Chief Whip who is elected by the Council as per the Circular issued by the Member of the Executive Council in the Province.

The structure known as the TROIKA plus One which is composed of the Mayor, Speaker, Chief Whip and the Municipal Manager oversees the Political Management of the Municipality and also ensures the coordination of the municipal affairs between Council Meetings.
It is further responsible for the maintenance of the stability within the Municipality. The Executive Committee as the Principal Committee of Council is responsible for playing an oversight role over the workings of the Municipal Departments in between the Municipal Council Meetings through ensuring that the Council Resolutions are implemented and the issues requiring administrative and political interface are promptly attended to. The Council Meetings and that of its Standing Committees, both Sections 80 and 79 Committees are open to the public.

There are six (6) Section 80 Committees and six (6) Section 79 Committees. Out of six Section 79 Committees the Municipality has got the Audit Committee that provides opinions and recommendations to the Municipal Council on financial processes and performance periodically based on the schedule of meeting for the Municipal Committees and its Committees. In order to ensure the direct interaction with the community almost all the Municipal Council and that of its committees are open to the public. The work of the Mayor is guided by Chapter 7 of the Local Government: Municipal Finance Management Act, No. 56 of 2003 which assists the Mayor in providing the political direction to the Municipality, as the Political Head of the Matatiele Local Municipality and during the period under review the Mayor performed excellently.

The Municipal Manager managed to provide advice to the Municipal Council and the Standing Committees during 2017/18 Financial Year. During the year under review, the Municipality had an Audit Committee established in terms of section 166 of the Municipal Finance Management Act, No. 56 of 2003 which is an Independent Advisory Body that advises the Council. The Municipal Public Accounts Committee (MPAC) which is a Committee established by the Municipal Council in terms of section 79 of the Local Government: Municipal Structures Act, No. 117 of 1998 provided an oversight role during the year under review.

The Committee is comprised of nine (9) non-executive members drawn from parties represented in Council, with a full-time Chairperson who is elected by the Municipal Council from one of the non-executive members of the council. During the year under review, MPAC under the guidance of its Chairperson provided the Municipal Council with comments and recommendations on the Annual Report. The Annual Report is referred to MPAC through Council Resolution and for the year under review MPAC tabled its comments and recommendations as well as its Oversight report independently to the Municipal Council during its sitting.

Following hereunder is the Political Structure of the municipality:

POLITICAL STRUCTURE



MAYOR
Executive Committee Member
Cllr. M.M. Mbedla

FUNCTIONS:

- Calling the meetings of the Executive Committee
- Presiding over the meetings of the Executive Committee
- Discharging responsibilities listed in the relevant provisions of the MFMA
- Discharging functions as provided for in the MSA



SPEAKER
Chairperson of Council
Cllr. N. Mshuqwana

FUNCTIONS:

- Calling the Council meetings
- Presiding over the Council meetings
- Maintaining order in the Council meetings
- Seeing to it that the meetings of the Council and its Committees are run according to the rules and orders of Council.



CHIEF WHIP
Chief Whip of Council
Cllr. S. Mngenela

FUNCTIONS:

- Allocation of Councillors to Committees
- Monitoring adherence of Councillors to the rules and orders of the Council.
- Assisting the Speaker in the maintenance of discipline
- Cracking the whip on Councillors when necessary



Cllr. N. Ngwanya
Executive Committee Member
Portfolio Head: Budget and Treasury

FUNCTIONS:

- Calling Budget and Treasury committee meetings.
- Chairing the Budget and Treasury Committee meetings
- Running the proceedings of the Budget and Treasury Committee meetings in accordance with the rules and orders of the Council
- Presenting the Standing Committee Reports to the Executive Committee meeting.



Executive Committee Member
Portfolio Head: Infrastructure Services

FUNCTIONS:

- Calling Infrastructure Services Committee meetings.
- Chairing the Infrastructure Services Committee meetings
- Running the proceedings of the Infrastructure Services Committee meetings in accordance with the rules and orders of the Council
- Presenting the Standing Committee Reports to the Executive Committee meeting.



Cllr. N.A. Nkukhu
Executive Committee Member
Portfolio Head: EDP

FUNCTIONS:

- Calling Economic Development Planning committee meetings.
- Chairing the Economic Development Planning Committee meetings
- Running the proceedings of the Economic Development Planning Committee meetings in accordance with the rules and orders of the Council
- Presenting the Standing Committee Reports to the Executive Committee meeting.



Cllr. T. Dyantyi
Executive Committee Member
Portfolio Head: Corporate Services

FUNCTIONS:

- Calling Corporate Services committee meetings.
- Chairing the Corporate Services Committee meetings
- Running the proceedings of the Corporate Services Committee meetings in accordance with the rules and orders of the Council
- Presenting the Standing Committee Reports to the Executive Committee meeting.



Cllr. S.C. Maphasa
Executive Committee Member
Portfolio Head: Community Services

FUNCTIONS:

- Calling Community Services committee meetings.
- Chairing the Community Services Committee meetings
- Running the proceedings of the Community Services Committee meetings in accordance with the rules and orders of the Council
- Presenting the Standing Committee Reports to the Executive Committee meeting.



Cllr. S.M. Mzozoyana
Executive Committee Member
Portfolio Head: Special Programmes Unit and Communications

FUNCTIONS:

- Calling Special Programmes and Communications committee meetings.
- Chairing the Special Programmes and Communications Committee meetings
- Running the proceedings of the Special Programmes and Communications Committee meetings in accordance with the rules and orders of the Council
- Presenting the Standing Committee Reports to the Executive Committee meeting.



Cllr. K.C. Biggs
Executive Committee Member

FUNCTIONS:

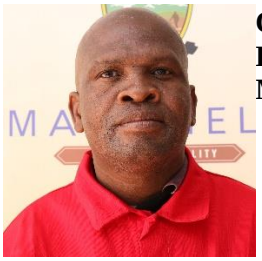
- Attendance of the Executive Committee meeting
- Perform functions as may be delegated by the EXCO and the Mayor



Cllr. W.C. Mdolomba
Executive Committee Member

FUNCTIONS:

- Attendance of the Executive Committee meeting
- Perform functions as may be delegated by the EXCO and the Mayor



Cllr. M.S. Booi
Executive Committee Member

FUNCTIONS

- Attendance of the Executive Committee meeting
- Perform functions as may be delegated by the EXCO and the Mayor

2.2. Administrative Governance

The Municipal Manager is the head of Administration and chairs the General Management Team Meetings (GMTM) that sits every Wednesday. This Management Team Meeting (MTM) discusses departmental issues relating to Departmental progress, challenges and any other issues that relate to service delivery.

There is a broader management Team, the Management Team Meeting (MTM) which meet every second Tuesday of each month. In the MTM meetings, each Unit manager tables the Unit's Progress report, quarterly performance as per the SDBIP and matters relating to each Unit's staff. There are standard Agenda Items whereby Section A of the Agenda deals with all matters that need Council discussion and Adoption. Section B deals with Performance matters as per Departmental SDBIP's, Section C Deals with all other activities that are dealt with in each Unit of a department. Section D deals with the Risk of each unit.

MEETING		MANAGERS	
MANAGEMENT TEAM MEETING (MTM)	GENERAL MANAGERS TEAM MEETING (GMTM)	Section 54A and 56 Managers	Municipal Manager CFO General Manager: Corporate Services General Manager: Community Services General Manager: Economic Development & Planning General Manager: Infrastructure Services
		Middle Managers	Manager: Legal and Compliance Services Manager: Internal Audit Services Manager: M&E/Risk Services Manager: Communications & SPU Manager: Budget Planning & Investment Manager: Financial Reporting and Assets Manager: Revenue and Expenditure Manager: SCM & Fleet Manager: HRM Manager: ICT Manager: Admin Support Manager: PO&M Manager: Building Control Manager: Electricity Manager: Development Planning IDP Coordinator Manager: LED Manager: Environmental and Solid Waste management Manager: Public Participation Manager: Public Safety Manager: Public Amenities & EPWP

TOP MANAGEMENT (GENERAL MANAGEMENT TEAM)

	TITLE AND NAME	FUNCTIONS
	**MUNICIPAL MANAGER** Dr. D.C.T. Nakin	As head of the administration, the following statutory powers and duties are assigned and delegated to the Municipal Manager in accordance with the provisions of the Structures Act and the Systems Act: • To form and develop an economical, effective, efficient, accountable and performance driven administration for the Municipality in accordance with the provisions of Section 51 of the Systems Act. • To manage the Municipality's administration in accordance with the provisions of the Systems Act and other legislation applicable to the Municipality. • To implement the Municipality's IDP, and to monitor the progress with the implementation of the plan. • To manage the provisions of services to communities, residents and ratepayers in a sustainable manner. • To control and manage the effective utilisation and training of staff. • To maintain discipline of staff. • To promote sound labour relations and compliance by the Municipality of applicable labour legislation, conditions of service and collective agreements. • To advise the structures and functionaries of the Municipality. • To manage the communication between the Municipality's administration and its structures and functionaries. • To carry out the decisions of the structures and functionaries of the Municipality. • To administer and implement the Municipality's By-laws and other legislation. • To implement national and provincial legislation applicable to the Municipality. • To facilitate participation by communities, residents, ratepayers and other stakeholders in the affairs of the Municipality.

TOP MANAGEMENT (GENERAL MANAGEMENT TEAM)

	TITLE AND NAME	FUNCTIONS
	**CHIEF FINANCIAL OFFICER** **Mr L. Ndzelu**	• Responsible for: - all income and expenditure of the Municipality; - all assets and the discharge of all liabilities of the Municipality; and - Proper and diligent compliance with the Municipal Finance Management Act. • Ensuring that the Municipality has and maintains: - effective, efficient and transparent systems of financial and risk management and internal control; - an appropriate procurement and provisioning system which is fair, equitable, transparent, competitive and cost-effective; - A system for properly evaluating and prioritising all major capital projects prior to a final decision on the project. • Keeping full and proper records of the financial affairs of the Municipality in accordance with any prescribed norms and standards. • The effective, efficient, economical and transparent use of the resources of the Municipality. • Taking effective and appropriate steps to: - collect all money due to the Municipality; - prevent unauthorised expenditure; - prevent losses resulting from possible criminal conduct; and - Manage available working capital efficiently and economically. • Without delay report all losses as a result of suspected criminal conduct to the South African Police Service. • The management, including the safeguarding and the maintenance of the assets, and managing the liabilities, of the Municipality. • Compliance by the Municipality with any tax, levy, duty, pension and audit commitments as may be required by legislation. • Setting all contractual obligations of, and pay all money owing by the Municipality within the prescribed or agreed period.

TOP MANAGEMENT (GENERAL MANAGEMENT TEAM)

TITLE AND NAME	FUNCTIONS
	Functions of the Chief Financial Officer continued: • On discovery of any unauthorised expenditure, must immediately report, in writing, particulars of the expenditure to the Municipal Manager, mayor, the members of the • Executive Council of the Province responsible for finance and for local government and the Auditor-General. • Taking effective and appropriate disciplinary steps against any employee who: - contravenes or fails to comply with a provision of the Municipal Finance Management Act, financial by-laws, policies or procedures of the Municipality; - commits an act which undermines the financial management and internal control system of the Municipality; or - Makes or permits any unauthorised or fruitless expenditure. • Administer the budget and treasury office, as well as the Supply Chain Management Unit, and advise the Municipal Manager and other officials on financial matters. • Set out the annual budget in a schedule that shows revenue by source and expenditure by vote. • Review the remuneration of political office bearers to ensure that they are remunerated in terms of legislation. • Report to Council on all expenditure on staff salaries, wages, allowances and benefits. • Where appropriations for capital projects span more than one (1) year, ensure that shifting of funds between years is in accordance with section 31 of the Municipal Finance Management Act. • Open and maintain at least one bank account in the name of the Municipality, and advise National Treasury in writing of details thereof. • Notify National Treasury of occasions when the bank account/s of the Municipality show an overdraft position.

TOP MANAGEMENT (GENERAL MANAGEMENT TEAM)

	TITLE AND NAME	FUNCTIONS
		• Table in Council a consolidated report of withdrawals each quarter, and submit a copy of the consolidated report to the Provincial Treasury and Auditor-General. **Functions of the Chief Financial Officer continued:-** • To ensure that all the requirements of section 45 of the Municipal Finance Management Act are adhered to. • To report monthly, quarterly and mid-year on the Council's budget performance in terms of Chapters 7, 8 and 12 of the Municipal Finance Management Act. • To co-sign with the Municipal Manager and Deputy Chief Financial Officer all cheques issued by the Council.
	**GENERAL MANAGER: COMMUNITY SERVICES** **Mr S.M. Mbedla**	• The authority to suspend permits for the importing of any milk or dairy products that appear to be diluted or unhealthy in any way, until such time as the Council considers a report in this connection. • The authority to perform the functions and exercise the powers that vest in the Council in terms of the provisions of: - the regulations regarding cleanliness of plots; - the regulations regarding public health and sanitation; - regulations relating to cemeteries; - the Library By-laws; and - The By-laws for the Control of Street Collections. • The authority to issue all statutory notices for the elimination of nuisances. • The authority to grant permission for and to make all arrangements with regard to funerals of paupers who die within the municipal area. • The authority to liaise with the District Municipality to decide whether the fire brigade may be used for fire fighting purposes outside the boundaries of the municipal area. • The authority to perform all the functions related to sport and recreation. • The authority to remove a metered parking base in urgent cases.

TOP MANAGEMENT (GENERAL MANAGEMENT TEAM)

TITLE AND NAME	FUNCTIONS
	• The authority to grant permission for the use of loudspeakers in the streets to advertise functions and events, which may take place in terms of Council policy. • The authority to act on a complaint received from a member of the public or a police officer about an alleged irregularity in respect of fund raising, to request any person • He/she is raising funds to produce the concession or special concession in terms of which the raising of funds is taking place in compliance with the provisions of relevant legislation. • The authority to recover payments for removal and storage costs in respect of motor vehicles impounded by the Department. • The authority to decide on the placement of legal, exclusive parking bays. • The authority to grant permission for parades, athletic and other events to be conducted in streets within the municipal area, as well as for the temporary closing of a street. • The authority to perform the functions and exercise the powers that vest in the Council in respect of the use or discharge of fireworks, firearms or similar devices as contained in the provisions of the Explosives Act, and the provisions of the noise control regulations, promulgated in terms of the Environment Conservation Act. • The authority to perform the functions and exercise the powers that vest in the Council in terms of the provisions of: - The regulations regarding traffic. • The authority to allocate or re-allocate dates for street collections for which formal applications have been received. • The authority to perform selective traffic law enforcement programmes. • The authority to carry out complete investigations on all traffic matters that require investigation and taking the required legal action where necessary. • The authority to co-ordinate joint law enforcement operations with other law enforcement agencies. • The authority to issue warrant of arrests in terms of due process of law. • The authority to enforce relevant municipal By-laws.

TOP MANAGEMENT (GENERAL MANAGEMENT TEAM)

	TITLE AND NAME	FUNCTIONS
		• The authority to issue traffic violation summonses.
	**GENERAL MANAGER: CORPORATE SERVICES** **Mr L.T. Somtseu**	The authority to sign the following documents: • A declaration by the seller for the payment of transfer duties in connection with property transactions excluding declarations concerning buildings which were erected with funds obtained from any state department. • Lease contracts in respect of the leasing of Council property as well as property leased by the Council, excluding documents concerning the leasing of buildings erected with funds received from national or provincial government. • Contracts for the maintenance of lifts in municipal buildings as well as maintenance contracts in respect of Council equipment which are under the control of the Administrative Manager. • Contracts concerning the installation of telephones for official purposes or concerning applications made by persons occupying Council premises. • All documents which are necessary for the registration of even or other immovable property alienated by the Council, excluding documents for the registration of even or other immovable property alienated by the Council on which buildings are erected with funds received from national or provincial government. • All documents which may be necessary for the registration of immovable property in the Council's name irrespective of the way in which the Council acquired such immovable property. • Contracts which may be necessary for the alienation of any rights in immovable property owned by the Council. • All documentation necessary for compliance with the provisions of the relevant Expropriation Act. • All documents which may be necessary for the registration of servitudes or notarial contracts to which the Council is a party.

TOP MANAGEMENT (GENERAL MANAGEMENT TEAM)

TITLE AND NAME	FUNCTIONS
	• Contracts regarding branch-railway lines and third party rights. • Any other documents for which authority has been delegated by the Executive Committee or by the Municipal Manager. • The authority to perform the functions and exercise the powers that vest in the Council in terms of the provisions of: - the By-laws for the lease of municipal halls; - the By-laws for the control of public nuisances and breaches of the peace; and - Any other By-laws set out in terms of the Constitution. - In consultation with the General Manager: Technical Services to waive Council's rights in respect of servitudes. • The authority to appoint officials of his or her department as health and safety representatives for his or her department in terms of the provisions of the relevant Occupational Health and Safety Act. • The authority to decide on the form of transport that should be used by officials of whom it is required to attend meetings, workshops, seminars, conferences, congresses and similar events and special visits in the interest of the Council, and which are to be conducted within the boundaries of the Republic of South Africa. • As Human Resources Manager: - In the case of a new appointment, if such an appointee has been obliged to change his or her place of residence as a result of the appointment, to grant permission in terms of the Council's Employment Policy for the payment of removal costs in respect of the appointee's movable property: Provided that sufficient proof of such costs that had been incurred, is furnished. - In consultation with the departmental head concerned, to decide about confirming the appointment of an employee that was appointed on probation, on a permanent basis or to

TOP MANAGEMENT (GENERAL MANAGEMENT TEAM)

TITLE AND NAME	FUNCTIONS
	extend the probation period in the light of the performance and competence of the appointee, subject to the provisions of the labour legislation. - In consultation with the departmental head concerned, to dismiss with proper notice, any temporary employee, whether in a permanent or temporary post, if his or her services are no longer required, subject to the provisions of the labour legislation. - In consultation with the departmental head concerned, to decide about the acceptance or not of a notice of termination of service received from an employee on a shorter period than the period set in the conditions of service of the employee. - In consultation with the departmental head concerned, to grant specific permission to an employee to reside outside the municipal area. - In consultation with the departmental head concerned and provided that the granting of permission does not adversely affect the employee's work performance, to grant permission to an employee who applies therefore, to pursue a paid side-line in his or her spare time. • The authority to approve payment of an acting allowance to an employee in terms of his or her conditions of service, on receipt of a certificate issued by the departmental head concerned, certifying that the employee did in fact fully act in the post concerned. • In consultation with the departmental head concerned the authority to extend the validity of non-accumulative leave of an employee. • The determination of the working hours that is applicable to the various posts of employees. • The annual adjustment of the schedule of uniforms and protective clothing. • The authority to make recommendations to the Corporate Services Standing Committee in respect of the termination of the services of an employee due to ill health, subject to the provisions of the labour legislation. • In consultation with the Municipal Manager, to authorise consultants that were appointed by the Council to appoint site staff to supervise contract works. • The authority to act as responsible officer in terms of the provisions of the Regulation of Gatherings Act.

TOP MANAGEMENT (GENERAL MANAGEMENT TEAM)

TITLE AND NAME	FUNCTIONS
 **GENERAL MANAGER: ECONOMIC DEVELOPMENT AND PLANNING Filled: January 2018 Ms TS Ntsalla**	• The authority to grant approval for the erection of a second residential unit on a stand or premises in terms of the Town Planning Schemes and other relevant legislation. • The authority to issue certificates of condonation in terms of the provisions of the Sectional Titles Act. • The authority to approve applications for the consolidation and sub-division of land which does not belong to the Municipality and, where necessary, the setting of building-clause conditions to be registered against the titles of the stands concerned, as well as the determination of servitudes for the protection of services and their application in cases in which subdivisions are made. • The authority to take the necessary steps to secure a suitable court order which obliges the owner or occupier of land or premises to meet the requirements of the Town Planning Scheme in the event that owners or occupiers of land or premises fail to meet the requirements of the said Town Planning Scheme. • The authority to approve rezoning applications in respect of land within the guideline areas. • The authority to make recommendations and commentary in respect of applications for the cancellation, suspension or amendment of title conditions which are restrictive, to bring the title deed of premises into line with the Town Planning Scheme, except in cases in which a reversionary clause in favour of the Council exists in the title deed. • The issuing of a certificate, in compliance with the requirements of the Provincial Township Functions of the GM: Economic Development and Planning continued:- Board that an applicant who has applied for township establishment, has in fact provided services to the satisfaction of the Council. • The issuing of building clause and waiver certificates as well as certificates for the raising of property title conditions to bring it in line with the provisions of Council's Town Planning Scheme

TOP MANAGEMENT (GENERAL MANAGEMENT TEAM)

	TITLE AND NAME	FUNCTIONS
		• The authority to consider applications for special consent use in terms of the Town Planning Scheme. In cases, which he/she considers the application to be of a controversial nature or that might have a significant impact on the surrounding Community, or must, in the case of objections being lodged by surrounding property owners, refer it to the Council for a decision. • The authority to erect traffic signs, road marking to effect traffic measurements. • To manage the Land Use Management System. • The authority to perform the local economic development function, including industrial development. • The authority to perform the tourism functions in liaison with the relevant Provincial Department and District Municipality. • When applications are made to relax street building lines in respect of single residential stands within the area the authority to finalise such applications administratively provided that the mentioned building lines are relaxed to a prescribed maximum, in which case this is adequately provided for the scheme. • The authority to consider applications for home industries and house cafes in terms of the Town Planning Scheme. In cases, which he/she considers the application to be of a controversial nature or that might have a significant impact on the surrounding community, or must, in the case of objections being lodged by surrounding property owners, refer it to the Council for a decision.
	**GENERAL MANAGER: INFRASTRUCTURE SERVICES** **Mr M. Somi**	• In consultation with the Municipal Manager, to obtain the services of a consultant with regard to any of the matters under his or her control, where the consultant's fees and expenses do not exceed a prescribed amount set by Council per project or occasion. • The authority to appoint officials of his or her department as health and safety representatives for his or her department in terms of the provisions of the relevant Occupational Health and Safety Act. • The authority to perform the functions and exercise the powers that vest in the Council in terms of the provisions of:

TOP MANAGEMENT (GENERAL MANAGEMENT TEAM)

TITLE AND NAME	FUNCTIONS
	- the sewerage regulations; and - The water supply regulations. • The authority to grant permission for the repair of the water meters of other municipalities on the following conditions: - that these damaged water meters are delivered to Council's plumber workshop for repair, and fetched after the repair work has been completed; - that the water meters are of a type which parts are available; - that the Municipality concerned pays for the actual labour costs and parts plus a stipulated levy with a minimum of a specified number water meters per order; and - That the other Municipality provides an official order to the Council on each occasion. • The authority to approve the appointment of consultants by private township developers. • The authority to permit private persons or organisations to perform work on Council property : Provided that: - this does not prejudice the Council's interests; and - The Council is indemnified in writing against any damages and claims which may arise or result from such activities. • The authority to adjust the tariffs contained in the contracts concluded with consultants from time to time, in accordance with the applicable tariffs as published in the Government Gazette in terms of the legislation concerned. • In consultation with the Chief Financial Officer, the authority to enforce the penalty clauses contained in Council's contracts for the late delivery of goods and services. • The authority to approve or reject all building plans and to decide about building line • Concessions, lateral and rear spaces as set out in the Town Planning Scheme. • The authority to consider and finalise all applications for permanent advertisements in accordance with the provisions of the regulation for the display of advertisements jointly with the Planning Committee.

TOP MANAGEMENT (GENERAL MANAGEMENT TEAM)

TITLE AND NAME	FUNCTIONS
	• The authority to perform the functions and exercise the powers vested in the Council in terms of the provisions of: - the Prevention of Illegal Eviction from and Unlawful Occupation of Land Act; - the lease contracts for municipal housing; - the National Building Regulations and Building Standards Act; and - The provisions of regulations in respect of the numbering and renumbering of buildings and places, and the assignment of names to and the display thereof on flats. • To approve or reject requests for the use of servitude areas created for municipal purposes, for building purposes or for the erection of other structures: Provided that such use of the servitude area does not prejudice the purpose for which the servitude was registered. • The authority to grant permission for a deviation or relaxation in terms of the National Building Regulations and Building Standards Act, except for a regulation concerning the strength and stability of buildings. • The authority to relax height restrictions of buildings to a maximum of 10 (ten) metres, where relevant. • In consultation with the Chief Financial Officer, the authority to enforce the penalty clauses contained in Council's contracts for the late delivery of goods and services. • To make recommendations to the relevant government departments concerned in respect of the approval of or rejection of applications to demolish or reconstruct houses. • The authority to grant the necessary sanction, until a professional surveyor is appointed, to give out cadastral work on a portion basis to surveying firms, subject thereto that the fees concerned shall be as stipulated in the statutory prescribed scales, and provided that no single appointment exceeds a prescribed amount in terms of the Supply Chain Regulations. • The authority to erect traffic signs, road marking and to effect traffic measurements. • The authority to extend the electricity supply network of the Council, to make connections Thereto in terms of the electricity supply regulations and to authorise repayments in connection therewith.

TOP MANAGEMENT (GENERAL MANAGEMENT TEAM)

TITLE AND NAME	FUNCTIONS
	• In consultation with the Municipal Manager, the authority to obtain the services of a consultant with regard to any of the matters under his or her control, where the consultant's fees and expenses do not exceed a prescribed amount per project or occasion. • The authority to appoint responsible persons in terms of the provisions of the Occupational Health and Safety Act, and in accordance with the provisions of the General Administrative Regulations and the provisions of the General Machinery Regulation. • The authority to appoint officials of his or her department as health and safety representatives for his or her department in terms of the provisions of the Occupational Health and Safety Act. • The authority as mine manager, to make the necessary appointments in terms of the provisions of the Mining and Industry Act, as well as the provisions of the Explosive Materials Act. • The authority to grant permission to consumers to resell electricity on conditions as contained in the electricity supply regulations • The authority to perform the functions and exercise the powers that vest in the Council in terms of the provisions of: - the electricity supply regulations; - the Electricity Act; and - The Occupational Health and Safety Act, and the Electricity Act, as supplier of electricity within the municipal area. • In consultation with the Municipal Manager, the provision of technical assistance and training to other municipalities, private persons and organisations that are deemed necessary and essential, without prejudice to the training of the Council's own personnel. • On consultation with the Chief Financial Officer, the authority to enforce the penalty clauses contained in Council's contracts for the late delivery of goods and services.

TOP MANAGEMENT (GENERAL MANAGEMENT TEAM)

	TITLE AND NAME	FUNCTIONS
		The authority to sanction a relaxation in respect of any structural changes to buildings in terms of the provisions of the regulations governing crèches and crèches-cum-nursery Functions of the GM: Infrastructure Services continued:- Schools: Provided that the provisions of the National Building Regulations are not contravened.

Component B: Intergovernmental Relations

2.3. Intergovernmental Relations

NATIONAL INTERGOVERNMENTAL STRUCTURES

As the local municipality, we do not directly participate in the national Forum. The reports are fed to the district and province, and then find their way to national

T2.3.1

PROVINCIAL INTERGOVERNMENTAL STRUCTURE

The Matatiele IGR Forum is a consultative forum for Matatiele LM to discuss and consult with stakeholders on matters of mutual interest arising in the District Mayors Forum (DIMAFO), Provincial MuniMEC and the Premier's Coordinating Forum affecting Matatiele Local Municipality.

The forum is also responsible for coordination and alignment of strategic and performance plans and priorities, objectives and strategies between the Matatiele Local Municipality, District Municipality and the Province. The following serve as permanent members of the Matatiele LM Technical IGR Forum:

(1) Matatiele Local Municipality:
A. Municipal Manager (also the Champion and Chairperson of the Technical IGR Forum).
b. Heads of Departments (Matatiele LM)
C. Communications, IGR and Protocol Personnel,
d. Entities and other service delivery agencies

(2) Provincial and National Representatives:
a. Office of the Premier;
b. department of Local Government and Traditional Affairs;
c. Provincial Treasury;
d. South African Local Government Association Eastern Cape (SALGA EC);
e. Heads of Sector Departments in the Matatiele LM area;
f. Heads of National Departments in Matatiele LM area; and
g. State owned enterprises (e.g. ESKOM, Telkom, and ECDC).

T2.3.2

RELATIONSHIPS WITH MUNICIPAL ENTITIES

Matatiele Local Municipality does not have an entity.

T2.3.3

DISTRICT INTERGOVERNMENTAL STRUCTURES

The local IGR Forum appreciates the full support of the district forum. The district forum member attend and support all local IGR meetings and sessions. Issues discussed at the local IGR are escalated to the district for consideration and implementation. Those that require provincial attention are channeled to the province accordingly.

T2.3.4

Component C: Public Accountability and Participation

2.4. Public Meetings

PUBLIC ACCOUNTABILITY AND PARTICIPATION

The municipality has developed a 5 year Communications Strategy, with its Action Plan reviewed annually. Communication is aligned to the national government calendar to ensure similar key messages. Some of the key governments communicated are:

- Budget and IDP Road shows
- Mayoral Outreach programmes
- Stakeholders meetings
- Public awareness campaigns
- Workshops, Seminars
- Izimbizo
- Sports tournaments
- Gala Events
- Music festivals
- Investments Conferences
- Budget/Policy speeches (SONA/SOPA/State of the Municipal Address)
- Institutionalized days e.g. Freedom Day, Youth Day etc.
- Open council Meetings
- Awareness campaigns
- Media briefings
- Information days
- Cultural festivals
- Registration drives e.g. ID documents, Child support grants; Disability grants, pensions etc.
- LED programmes, agriculture programmes, Heritage programmes, Tourism Programmes etc.
- Clean up Campaigns
- HIV programmes and other diseases
- Key messengers to carry out the government message have been identified and a number of channels and platforms are utilized for this purpose. These are: Media, especially community and mainstream media (print and electronic)
- Izimbizo, Workshops, War – room meetings.
- Outreach campaigns
- Social Media Networks
- Newsletters
- Exhibitions

• Live Big Screen
• Billboards (electronic)
• Telephone conferences
• Posters
• Pamphlets
• Brochures
• Road shows
• Notice boards
• Information days
• Suggestion boxes
• Speeches (SONA, SOPA, State of the Municipal Address)
• Awareness Campaigns
• Public meetings
• Dialogues
• Symposiums
• Memorial lectures
• IDP & Budget processes
• Media briefing sessions / Media Breakfast
• Business Breakfast sessions
• Various Fora e.g. Gender, Youth, Disabled, LED, AIDS council, Council of churches, people with disabilities, community safety forum, DCF, LCF, IGCF etc.
• Corporate Publications (Strategic Plans, Annual Report, Brochures, leaflets, fliers, promotional material – i.e. Diaries & Calendars etc.)
• ICTs, Internet, Social media networks, Computer prompts, SMS etc.
• Policy speeches
• This year the municipality is breaking new ground by introducing online and social media as another vibrant way of communicating.

T 2.4.0

COMMUNICATION, PARTICIPATION AND FORUMS

The Municipal systems ACT, section 16 encourages a culture of community participation; thus the municipality should involve the community in the planning of the programmes and decisions of the municipality. As such, the IDP process involves the participation of community's in the planning and review of the IDP, in order to ensure that the services, projects and programmes planned.

For the 2017/18 IDP review process, Matatiele local municipality implemented various public participation programmes, in line with phases of the IDP, throughout the Planning, drafting and adoption of the IDP review. The programmes included:

The Community Based planning programme

The purpose of the programme was to determine the level of development per ward (including the identification of backlogs). Determine a uniform plan for each ward; which will be useful as a tool for measuring service delivery progress in each ward and be used for planning. Also Produce ward plans for each of the 26 ward.

Conduct public education on IDP/ Budget process and public participation programmes. The programme included data collection in the form of surveys and public meeting in each ward presented in the form of outreaches, held in November 2017.

1. **IDP Representative forum meetings**

Matatiele local municipality has an IDP Representative forum; which functions to provide an opportunity for stakeholders to represent the interests of their constituencies; provide a structure for discussion, negotiations and joint decision making, ensuring proper communication between all stakeholders and the municipality, and Monitoring the planning and implementation process.

The sitting of meetings is scheduled in line with the phases of the IDP. In the 2017/18 financial year; three meetings were held. Corrective measures have been identifying in order to improve the effectiveness and functionality of the forum; and to ensure sitting of meetings as planned.

T2.4.1

WARD COMMITTEES

The key purpose for the structural existence of ward committees in terms of Section 73 of the Municipal Structures Act is to serve as a link between communities and the municipality. They operate in terms of their portfolios that are sector based dealing with issues affecting sector specific and assisting in ensuring that all community queries are attended to. However, the level of education for those elected to serve as ward committees remains a challenge when reporting as their conceptual abilities are always caught wanting. On reporting consistency the operations of the Ward governance structures have been included in the Calendar of Municipal Business and it is believed that with the cooperation of the Ward Councillors as Chairpersons of these structures will serve to improve the performance of ward committees.

T2.4.2

Public Meetings						
Nature and purpose of meeting	**Date of events**	**Number of Participating Municipal Councilors**	**Number of Participating Municipal Administrators**	**Number of Community members attending**	**Issue addressed (Yes/No)**	**Dates and manner of feedback given to community**
IDP Community Based Planning :	13-20 November 2017	68	140	2642	Yes and no	Issues not resolved have been communicated to ward councilors and committees through meetings

Representative Forum Meetings	16 August 2017	17	6	55	Yes	Feedback provided in the next sitting of forum meetings
	05 December 2017	8	4	34	Yes	Feedback provided in the next sitting of forum meetings
	16 May 2018	22	19	52	Yes	Feedback provided in the next sitting of forum meetings
Ward 1 Ward Committee meeting	17/01/2017	1	Ms A Mshweshwe	13	No	2016/11/14
Ward 2 Ward Committee meeting	18/01/2017	1	Ms. Leeu	13	No	17/01/2017 – Constituency meeting
Ward 3 Ward Committee meeting	17/01/2018	1	Mr. Khambi	12	Yes	11/01/2017 – Community meeting
Ward 4 Ward Committee meeting	16/01/2017	1	Ms. Seshea	12	Yes	N/A
Ward 5 Ward Committee meeting	17/01/2017	1	Ms. Shoba	13	Yes	25/01/2017 – Community meeting
Ward 6 Ward Committee meeting	29/01/2017	1	Mrs. Mhlonyane	21	Yes	24/01/2-17 Community meeting
Ward 7 Ward Committee meeting	26/01/2017	1	Ms. Jikumlambo	11	Yes	16/01/2017 – Community meeting
Ward 9 Ward Committee meeting	10/01/2017	1	Ms. Mbangeni	11	Yes	N/A
Ward 10 Ward Committee meeting	17/01/2017	1	Ms. Femele	11	Yes	N/A
Ward 11 – Ward Committee meeting	No meeting	N/A	Mr. M.E Motloli	N/A	N/A	N/A
Ward 12 – Ward Committee meeting	23/01/2017	1	Ms. Ntsie	11	Yes	26/01/2017 – Community meeting
Ward 13 – Ward Committee meeting	23/01/2017	1	Mr. Nthunya	10	Yes	N/A

Ward 14 – Ward Committee meeting	17/01/2017	1	Ms. Molefe	11	Yes	N/A
Ward 15 – Ward Committee meeting	11/01/2017	1	Ms. Makitela	11	Yes	24/01/2017 - Community meeting
Ward 16 – Ward Committee meeting	No meeting	N/A	Mr. L.E Nkamba	N/A	N/A	N/A
Ward 17 – Ward Committee meeting	16/01/2017	2	Ms. Mnukwa	11	No	N/A
Ward 18 – Ward Committee meeting	25/01/2017	1	Mr. Mshuqwana	10	Yes	19/01/2017 Community meeting
Ward 19 – Ward Committee meeting	16/01/2017	1	Ms. Moshoeshoe	11	Yes	19/01/2017 - Community meeting
Ward 20 – Ward Committee meeting	26/01/2017	1	Ms. Mokhesi	12	Yes	N/A
Ward 21 – Ward Committee meeting	23/01/2017	1	Ms. Nyembezi	10	No	N/A
Ward 22	No meeting	N/A	Mr. M. Mdingi	N/A	N/A	23/01/2017 – Community meeting
Ward 23 – Ward Committee meeting	11/01/2017	1	Mrs. Nodada	11	Yes	12 & 13/ 01/2017 – Village meetings
Ward 24 – Ward Committee meeting	25/01/2017	1	Ms. Sokoti	13	Yes	19/01/2017- Community meeting
Ward 25 – Ward Committee meeting	18/01/2017	1	Ms. Lebakeng	13	Yes	N/A
Ward 26	No meeting	N/A	Ms. Gxoyiya	N/A	N/A	N/A
						T 2.4.3

COMMENT ON THE EFFECTIVENESS OF THE PUBLIC MEETINGS HELD:

On the administrative level the public participation programs in line with Service Delivery Budget Implementation Plan (SDBIP) were prepared, however, the success of the programmes is dependent upon the will of ward councillors as chairpersons of almost all the governance structures within wards.

The following deficiencies have thus been derived from the failure of the public representatives at the ward level to ensure that the public participation programmes are accorded the necessary attention:

• The failure of the political and administrative interface as a cartelist for the successful public participation within the municipal context;

• Failure of statutory meetings to sit as required by the statute;

• Protests that led to the total shutdown of services;

• The administrative support developing the programmes that are included in calendar of municipal business as a way to ensure that the following year there is a calendar of municipal business with the Council Resolution;

• Improved performance could only be recognised in few wards; and

• Other wards where Honourable Ward Councillors failed to cooperate the resultant had been poor ward committee meeting, war-room meeting and statutory meetings. However, the contributory factor which was communicated to the administrative arm was that of staff not interacting with field workers within the Unit and such has since been addressed with the hope that 2018/19 performance would be much better than 2017/18 financial year.

T2.4.3.1

2.5 IDP Participation and alignment

IDP Participation and Alignment Criteria*	Yes/No
Does the municipality have impact, outcome, input, output indicators?	Yes
Does the IDP have priorities, objectives, KPIs, development strategies?	Yes
Does the IDP have multi-year targets?	Yes
Are the above aligned and can they calculate into a score?	Yes
Does the budget align directly to the KPIs in the strategic plan?	Yes
Do the IDP KPIs align to the Section 57 Managers	Yes
Do the IDP KPIs lead to functional area KPIs as per the SDBIP?	Yes
Do the IDP KPIs align with the provincial KPIs on the 12 Outcomes	Yes
Were the indicators communicated to the public?	Yes
Were the four quarter aligned reports submitted within stipulated time frames?	Yes

T2.5.1

Component D: Corporate Governance

2.6. Risk Management

RISK MANAGEMENT

Matatiele Local Municipality developed a Risk Management Framework, Policy and Standard Operating Procedure in response to the requirements of the Municipal Finance Management Act Section 62 (1) (c) (i)) for Municipality to implement and maintain effective, efficient and transparent systems of risk management and control. The municipality has functioning Risk Management Committee which is chaired by an independent person not an employee or council member of Matatiele Local Municipality.

The role of Risk Management Unit is to assist Risk Owners in identifying the strategic and emerging risks. Management on quarterly basis develop response strategies for all material risks, whether or not the management thereof is within the direct control of the municipality, prioritizing the risks exceeding or nearing the risk appetite level.

T2.6.1

No.	IDP REF NO	National KPA	Functional Area/BA	Linked to Strategic Objectives	Risk Title/ Description	Consequences	Root Cause	Impact on the organisation	Likelihood of occurrence	Inherent risk exposure	Perceived control effectiveness	Mitigating action plans to further address the residual risk exposure	Action status
1	P1G2O7	Basic Service Delivery and Infrastructure	Public Safety	Fire Prevention Services	Veld fires and Structural Fires	Destruction of property, stock, grazing fields and crop fields	Weather Conditions, Reckless behaviour	Catastrophic	Possible	High	Weak	Collaboration with Alfred Nzo District Municipality and Working On Fire	Planned
2	P1G1O2	Basic Service Delivery and Infrastructure	Public Safety	Disaster Management	Lack of implementation of disaster management	Loss of lives, property and stock.	No disaster management centre and approved plan	Catastrophic	Possible	High	Good	Collaboration with Alfred Nzo District Municipality, and NGO's	Planned

3	**P1G2O12.04**	**Basic Service Delivery and Infrastructure**	Public Safety	Driving Licence Testing Centre (DLTC)	Closure of Licencing Service by the Department of Transport	Lack of service delivery	Bribery and Crime	Catastrophic	Rare	Low	Good	Increase Camera coverage of working areas, ENATIS System in place	Planned
10	**P1G1O2.01.3, P1G1O2.01.2,P1G1O2.01.1,P1G1O2.01.5,P1G1O2.**	**Basic Service Delivery and Infrastructure**	Projects, Operations and Maintenance	Construction of Access Roads	Late or Non-completion of projects	Delayed service delivery, Community Protest and No access to residential areas	Inclement weather conditions, Poor performance by service providers, Non-responsive bidders	Critical	Likely	High	Weak	Regular site visits and meetings with service provider	Planned

11	**P1G1O2.01, P1G1O2.02.2,P1G1O2.02.3,P1G1O2.02.4,P1G1O5.**	**Basic Service Delivery and Infrastructure**	Projects, Operations and Maintenance	Construction of Bridges	Late or Non-completion of projects	Delayed service delivery, Community Protest and Flooding of residential areas	Inclement weather conditions, Poor performance by service providers, Non-responsive bidders	Critical	Likely	High	Weak	Regular site visits and meetings with service provider	Planned
20	**P5G7O21**	**Municipal Institutional Development and Transformation**	ICT Services	ICT Business Continuity and Disaster Recovery	Disaster Recovery Site establishment	Lack of ICT infrastructure to proceed with business	There is no disaster recovery site	Catastrophic	Likely	High	Unsatisfactory	During a disaster the Unit will make available other services such as email through the internet	Planned

21	**P5G8O21**	**Municipal Institutional Development and Transformation**	ICT Services	ICT Business Continuity and Disaster Recovery	Automated user document backup	Loss of data at user level	Back-up server /software are not in place	Critical	Likely	High	Weak	User-support workshop will be conducted during 2018/2019	Planned
25	**P3G4O13.03**	**Local Economic Development**	LED	SMMEs and Co-operatives funding support	Non-funding of SMME's and Co-operatives	Poor local economic growth	Incredible Business Plans	Critical	Possible	High	Good	Evaluation of business plans, trainings and awareness campaigns	Planned

27	**P3G5014.**	**Local Economic Development**	LED	Matatiele Music Festival Event	Fruitless and Wasteful Expenditure on the Matatiele Music Festival	Revenue loss, Non-confidence in the MLM functioning and planning	Poor planning, Incompetent Service provider to control event	Critical	Possible	High	Good	Develop Credible Terms of Reference (TOR) AND Service Level Agreements (SLA)	Planned
28	**P3G5O14.02**	**Local Economic Development**	LED	1. Ced Matat Heritage 2.Mehloding heritage trust 3. Uzusithwale and 4. Matat Fees	Irregular expenditure at Tourism events	Fruitless and Wasteful Expenditure	Non-advertisement of Destination Market events	Critical	Possible	High	Good	Ensure that SCM Processes are followed.	Planned

2.7. Anti-Corruption and Fraud

FRAUD AND ANTI-CORRUPTION STRATEGY

The Matatiele Local Municipality subscribes to the principles of good corporate governance, which require conducting business in an honest and transparent fashion. Municipality is committed to fighting fraudulent behavior at all levels within organization. The Fraud Prevention Plan is premised on the organization core ethical values driving the business of the Municipality, the development of its systems , policies and procedures, interactions with ratepayers , the public and other stakeholders, and even decision-making by individuals managers representing the organization. This means that in practice all departments and other businesses units of the Municipality and even external stakeholders are guided by the Plan as the point of reference for their conduct and in relation to the Municipality.

In addition to promoting ethical conduct within the Municipality, the Plan is also intended to assist in preventing, detecting, investigating and sanctioning fraud and corruption. The fraud prevention plan details the steps which have been, and will continually be taken by the Municipality to promote ethical conduct and address fraud and corruption.

T2.7.1

2.8. Supply Chain Management

OVERVIEW SUPPLY CHAIN MANAGEMENT

The SCM Policy was initially developed and implemented to give effect to the SCM Regulations on 1 October 2005. The Policy was reviewed in May 2017. Matatiele Local Municipality has established a Supply Chain Management Unit in line with the internal Supply Chain Management (SCM) Policy. Currently there are 8 SCM officials appointed in the Unit. The Matatiele Local Municipality SCM Policy has been designed to be fair, equitable, transparent, competitive and cost effective. The Policy does comply with the prescribed regulatory framework for municipal supply chain. There is a range of supply chain management processes which includes bids, quotations, disposals and deviations.

In 2016/2017 financial year the municipality experienced an increase in use of regulation 36(Deviations) of the Supply Chain Management Regulations which resulted in irregular expenditure, for 2017/2018 financial year the municipality managed to reduce the use of regulation 36 of the SCM regulations from R 30 Million to R 6 Million.

The Policy does specify which process must be followed for each range of procurement. There are procedures and mechanisms in place for each type of procurement process that is required to be followed. There is flexibility in the process in cases of emergencies and if the contract is below the prescribed thresholds. Bid Administration is strictly adhered to when advertising, opening, registering, recording, evaluating and adjudicating tenders. The final terms of the contracts are negotiated in certain circumstances. Annually officials and councilors are required to disclose any conflicts of interests and any business interests they may have. The SCM System ensures that no persons who are not officials of the Municipality are involved in the procurement and tender processes. Councilors are prohibited from participating in the tender process.

The Municipality has also prohibited persons who were previously convicted of fraud and corruption during the past five (5) years, who have failed on a contract in the past five (5) years, and whose tax matters have not been cleared by the South African Revenue Services from participating in the Municipal procurement process. Measures have been put in place to combat fraud and corruption. The Municipality has high ethical values. Where awards of tenders have been improperly made, these contracts are invalidated. The Municipality has in certain circumstances participated in contracts procured by other organs of state. Contract management within the SCM Unit and it deals with contract management matters and dispute procedures. However the Municipality experienced challenges on two construction contract namely Council Chambers and Ephiphany sports field these two projects are taking significantly longer than expected to complete. A delegation framework is in place for supply chain management powers, duties and functions.

T2.8.1

2.9. By-Laws

By-laws Introduced during Year 2017/18					
Newly Developed	**Revised**	**Public Participation Conducted Prior to Adoption of By-Laws (Yes/No)**	**Dates of Public Participation**	**By-Laws Gazetted* (Yes/No)**	**Date of Publication**
-	Liquor Trading by law	Yes	03/07/2018	No	N/A
-	Credit management by law	Yes	03/07/2018	No	N/A
-	Waste Management by-laws		03/07/2018	No	N/A
					T 2.9.1

COMMENT ON BY-LAWS:

A notice for Public participation was advertised and public participation done on the 3rd and 4th of July 2018 and no comments received. These bylaws will be gazetted during 2018/19 financial year since we are busy with the process thereof.

T2.9.1.1

2.10. Website

Municipal Website: Content and Currency of Material		
Documents published on the Municipality's / Entity's Website	**Yes / No**	**Publishing Date**
Current annual and adjustments budgets and all budget-related documents	Yes	01 May 2017
All current budget-related policies	Yes	18 August 2018
The previous annual report (Year 2016/17)	Yes	11 September 2017
The annual report (Year 2017/18) published/to be published	Yes	29 March 2019
All current performance agreements required in terms of section 57(1)(b) of the Municipal Systems Act (Year 2017/18) and resulting scorecards	Yes	11 August 2018
All service delivery agreements (Year 2017/18)	Yes	06 July 2018
All long-term borrowing contracts (Year 2017/18)	No	N/A
All supply chain management contracts above the value R200 000 for Year 2017/18	Yes	
An information statement containing a list of assets over a prescribed value that have been disposed of in terms of section 14 (2) or (4) during Year 1	No	N/A
Contracts agreed in Year 2017/18 to which subsection (1) of section 33 apply, subject to subsection (3) of that section	No	N/A
Public-private partnership agreements referred to in section 120 made in Year 2017/18	No	N/A
All quarterly reports tabled in the council in terms of section 52 (d) during Year 2017/18	Yes	Quarter One 03 November 2017, quarter Two 15 February 2018, quarter Three 14 May 2018 and quarter Four 14 August 2018
		T 2.10.1

2.11. Public Satisfaction on Municipal Services

Satisfaction Surveys Undertaken during: Year 2016/17 and Year 2017/18				
Subject matter of survey	**Survey method**	**Survey date**	**No. of people included in survey**	**Survey results indicating satisfaction or better (%)***
Overall satisfaction with:				
(a) Municipality	Questionnaire to collect data from Community members	26 November – 01 December 2017	388	1.8% for 10 Wards
(b) Municipal Service Delivery	Questionnaire to collect data from Community members	26 November – 01 December 2017	388	1.8% for 10 Wards
€ Mayor	Questionnaire to collect data from Community members	26 November – 01 December 2017	388	1.8% for 10 Wards
Satisfaction with:	Questionnaire to collect data from Community members	26 November – 01 December 2017	388	1.8% for 10 Wards
(a) Refuse Collection	Questionnaire to collect data from Community members	26 November – 01 December 2017	388	1.8% for 10 Wards
(b) Road Maintenance	Questionnaire to collect data from Community members	26 November – 01 December 2017	388	1.8% for 10 Wards
€ Electricity Supply	Questionnaire to collect data from Community members	26 November – 01 December 2017	388	1.8% for 10 Wards

(d) Water Supply	Questionnaire to collect data from Community members	26 November – 01 December 2017	388	1.8% for 10 Wards
€ Information supplied by municipality to the public	Questionnaire to collect data from Community members	26 November – 01 December 2017	388	1.8% for 10 Wards
(f) Opportunities for consultation on municipal affairs	Questionnaire to collect data from Community members	26 November – 01 December 2017	388	1.8% for 10 Wards

T 2.11.2

COMMENT ON SATISFACTION LEVELS:

The municipality has put more budgets towards road maintenance and electricity, to respond to the concerns raised by the community members in the survey. Discussions with the ANDM for improved water services have also been intensified.

To respond to the limited access to information by communities, the municipality has embarked on a drive to develop audio visual products that will be shared on Face Book and audio visual screens. The municipality is also in the process of procuring an electronic billboard, where announcements and other information will be shared with the people of Matatiele.

T2.11.2.2

Chapter three: Service delivery Performance (Performance report part 1)

Component A: Basic Services

3.1. Water Provision

INTRODUCTION TO WATER PROVISION

The provision of water in the Matatiele Local Municipality is a key performance area of the District Municipality – Alfred Nzo District Municipality (ANDM). All the water connections are done by ANDM either yard connections in the suburb areas or the RDP standards in the rural areas.

Total Use of Water by Sector (cubic meters)					
	Agriculture	**Forestry**	**Industrial**	**Domestic**	**Unaccountable water losses**
Year 2016/17	N/A	N/A	N/A	N/A	N/A
Year 2017/18	N/A	N/A	N/A	N/A	N/A
					T 3.1.2

Water Service Delivery Levels **Households**				
Description	**2013/14**	**2014/15**	**2015/16**	**2017/18**
	Actual	**Actual**	**Actual**	**Actual**
	No.	**No.**	**No.**	**No.**
Water: **(above min level)**				
Piped water inside dwelling	N/A	N/A	6034	6034 (12%)
Piped water inside yard (but not in dwelling)	N/A	N/A	7637	7637 (15%)
Using public tap (within 200m from dwelling)	N/A	N/A	14323	14323 (29%)
Other water supply (within 200m)	N/A	N/A	-	-
Minimum Service Level and Above sub-total			-	-
Minimum Service Level and Above Percentage				
Water: **(below min level)**				
Using public tap (more than 200m from dwelling)	N/A	N/A	8678	8678 (18%)
Other water supply (more than 200m from dwelling	N/A	N/A	-	-
No water supply	N/A	N/A	12855	12855(26%)
Below Minimum Service Level sub-total				

Water Service Delivery Levels **Households**				
Description	**2013/14**	**2014/15**	**2015/16**	**2017/18**
	Actual	**Actual**	**Actual**	**Actual**
	No.	**No.**	**No.**	**No.**
Below Minimum Service Level Percentage				
Total number of households*			49 527	49 527
T 3.1.3				

Households – Water Service Delivery Levels below the minimum **Households**						
Description	**2013/14**	**2014/15**	**2015/16**	**2016/17**		
	Actual	**Actual**	**Actual**	**Original Budget**	**Adjusted Budget**	**Actual**
	No.	**No.**	**No.**	**No.**	**No.**	**No.**
Formal Settlements						
Total households						
Households below minimum service level	N/A	N/A	N/A	N/A	N/A	N/A
Proportion of households below minimum service level	N/A	N/A	N/A	N/A	N/A	N/A
Informal Settlements						
Total households	N/A	N/A	N/A	N/A	N/A	N/A
Households below minimum service level	N/A	N/A	N/A	N/A	N/A	N/A
Proportion of households below minimum service level	N/A	N/A	N/A	N/A	N/A	N/A
T 3.1.4						

Water Service Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**2015/16**		**2016/17**			**2018/19**	**2018/19**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators **(i)**		***Previous Year** **(iii)**	**(iv)**	***Previous Year** **(v)**	***Current Year** **(vi)**	**(vii)**	***Current Year** **(viii)**	***Current Year** **(ix)**	***Following Year** **(x)**
Service Objective xxx									
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
T 3.1.6									

Employees: Water Services					
Job Level	**2016/17**	**2017/18**			
	Employees **No.**	**Posts** **No.**	**Employees** **No.**	**Vacancies (fulltime equivalents)** **No.**	**Vacancies (as a % of total posts)** **%**
0 – 3	N/A	N/A	N/A	N/A	N/A
4 – 6	N/A	N/A	N/A	N/A	N/A
7 – 9	N/A	N/A	N/A	N/A	N/A
10 – 12	N/A	N/A	N/A	N/A	N/A
13 – 15	N/A	N/A	N/A	N/A	N/A
16 – 18	N/A	N/A	N/A	N/A	N/A
19 – 20	N/A	N/A	N/A	N/A	N/A
Total	N/A	N/A	N/A	N/A	N/A
T3.1.7					

Financial Performance Year 2017/18: Water Services R'000					
Details	**2015/16**	**2016/17**			
	Actual	**Original Budget**	**Adjustment Budget**	**Actual**	**Variance to Budget**
Total Operational Revenue	N/A	N/A	N/A	N/A	N/A
Expenditure:	N/A	N/A	N/A	N/A	N/A
Employees	N/A	N/A	N/A	N/A	N/A
Repairs and Maintenance	N/A	N/A	N/A	N/A	N/A
Other	N/A	N/A	N/A	N/A	N/A
Total Operational Expenditure	N/A	N/A	N/A	N/A	N/A
Net Operational Expenditure	N/A	N/A	N/A	N/A	N/A
T 3.1.8					

Capital Expenditure Year 2017/18: Water Services					
Capital Projects	**2016/17**				
	Budget	**Adjustment Budget**	**Actual Expenditure**	**Variance from original budget**	**Total Project Value**
Total All	N/A	N/A	N/A	N/A	N/A
	N/A	N/A	N/A	N/A	N/A
Project A	N/A	N/A	N/A	N/A	N/A
Project B	N/A	N/A	N/A	N/A	N/A
Project C	N/A	N/A	N/A	N/A	N/A
Project D	N/A	N/A	N/A	N/A	N/A
T 3.1.9					

3.2 Waste water (sanitation) provision

Sanitation Service Delivery Levels *Households				
Description	**Year -3**	**Year 2015/16**	**Year 2016/17**	**Year 2017/18**
	Outcome No.	**Outcome No.**	**Outcome No.**	**Actual No.**
Sanitation/sewerage: **(above minimum level)**				
Flush toilet (connected to sewerage)	N/A	N/A	N/A	N/A
Flush toilet (with septic tank)	N/A	N/A	N/A	N/A
Chemical toilet	N/A	N/A	N/A	N/A
Pit toilet (ventilated)	N/A	N/A	N/A	N/A
Other toilet provisions (above min.service level)	N/A	N/A	N/A	N/A
Minimum Service Level and Above sub-total	N/A	N/A	N/A	N/A
Minimum Service Level and Above Percentage	N/A	N/A	N/A	N/A
Sanitation/sewerage: **(below minimum level)**				
Bucket toilet	N/A	N/A	N/A	N/A
Other toilet provisions (below min.service level)	N/A	N/A	N/A	N/A
No toilet provisions	N/A	N/A	N/A	N/A
Below Minimum Service Level sub-total	N/A	N/A	N/A	N/A
Below Minimum Service Level Percentage	N/A	N/A	N/A	N/A
Total households	N/A	N/A	N/A	N/A
T 3.2.3				

Households - Sanitation Service Delivery Levels below the minimum Households						
Description	**Year -3**	**Year 2015/16**	**Year 2016/17**	**Year 2017/18**		
	Actual No.	**Actual No.**	**Actual No.**	**Original Budget No.**	**Adjusted Budget No.**	**Actual No.**
Formal Settlements						
Total households	N/A	N/A	N/A	N/A	N/A	N/A
Households below minimum service level	N/A	N/A	N/A	N/A	N/A	N/A
Proportion of households below minimum service level	N/A	N/A	N/A	N/A	N/A	N/A
Informal Settlements	N/A	N/A	N/A	N/A	N/A	N/A

Total households	N/A	N/A	N/A	N/A	N/A	N/A
Households ts below minimum service level	N/A	N/A	N/A	N/A	N/A	N/A
Proportion of households ts below minimum service level	N/A	N/A	N/A	N/A	N/A	N/A

T 3.2.4

Employees: Sanitation Services					
Job Level	**Year 2016/17**	**Year 2017/18**			
	Employees No.	**Posts** No.	**Employees** No.	**Vacancies (fulltime equivalents)** No.	**Vacancies (as a % of total posts)** %
0 - 3	N/A	N/A	N/A	N/A	N/A
4 - 6	N/A	N/A	N/A	N/A	N/A
7 - 9	N/A	N/A	N/A	N/A	N/A
10 - 12	N/A	N/A	N/A	N/A	N/A
13 - 15	N/A	N/A	N/A	N/A	N/A
16 - 18	N/A	N/A	N/A	N/A	N/A
19 - 20	N/A	N/A	N/A	N/A	N/A
Total	N/A	N/A	N/A	N/A	N/A

T3.2.7

Financial Performance Year 2017/18: Sanitation Services R'000					
Details	**Year 2016/17**	**Year 2017/18**			
	Actual	**Original Budget**	**Adjustment Budget**	**Actual**	**Variance to Budget**
Total Operational Revenue	N/A	N/A	N/A	N/A	N/A
Expenditure:	N/A	N/A	N/A	N/A	N/A
Employees	N/A	N/A	N/A	N/A	N/A
Repairs and Maintenance	N/A	N/A	N/A	N/A	N/A

Other	N/A	N/A	N/A	N/A	N/A
Total Operational Expenditure	N/A	N/A	N/A	N/A	N/A
Net Operational Expenditure	N/A	N/A	N/A	N/A	N/A

T 3.2.8

Capital Expenditure Year 2017/18: Sanitation Services **R' 000**					
Capital Projects	**Year 2017/18**				
	Budget	**Adjustment Budget**	**Actual Expenditure**	**Variance from original budget**	**Total Project Value**
Total All	N/A	N/A	N/A	N/A	N/A
	N/A	N/A	N/A	N/A	N/A
Project A	N/A	N/A	N/A	N/A	N/A
Project B	N/A	N/A	N/A	N/A	N/A
Project C	N/A	N/A	N/A	N/A	N/A
Project D	N/A	N/A	N/A	N/A	N/A

T 3.2.9

3.3. Electricity

INTRODUCTION TO ELECTRICITY

Matatiele Local Municipality is licensed by the National Electricity Regulator of South Africa (NERSA) to supply electricity to 70% of the total customers in the Municipality's area of jurisdiction and the remainder which is comprised of Cedarville and Maluti areas is supplied by Eskom. The Electricity Unit operates under the Electricity Regulator Act of (2006).

The Electricity Unit generates approximately 40% of the total revenue of the Municipality 70% of the income for the Electricity Unit comes from our large customers (commercial) and 30% from our residential customers. Matatiele purchases electricity in bulk on the Night Save tariff from Eskom at 11 000 volts and is transformed to lower voltages .There is one Eskom in-feed points Matatiele substation. We have a notified maximum demand of 8 MVA. During 2017 /2018 application was made to Eskom to increase the notified demand to 10 MVA. The highest maximum demand recorded for 2017/2018 was 8.3 MVA.
2583 households were Electrified during 2017/2018 financial year:- Edrayini, Mahangu project (PS,Kwambombo & Magayazidlele), Nkali A,B & C, Neuresh ,Zikhalini & Maphokong, Thotaneng, Chere & Mahareng, Nyaniso, Nkalweni & Bubesi ,Palmaville #2 & Chibini

Challenges:

• The electricity network infrastructure is ageing…the average age of 80% of the network is between 15 to 30 years old, with most of the equipment reaching the end of their lifespan.
• Sixty per cent of the medium-voltage switch gear is very old, and therefore not safe to operate and posing a danger to operating personnel doing medium voltage switching.
• Electricity losses were at 7%, which was at the top end of the NERSA benchmark in a tolerable range of 5-15%
• The overloading on medium voltage cables led to cable faults and network outages.

T3.3.1

Electricity Service Delivery Levels				
				Households
Description	2014/15	2015/16	2016/17	2017/18
	Actual No.	Actual No.	Actual No.	Actual No.
Energy: **(above minimum level)**				
Electricity (at least min.service level)	N/A	N/A	N/A	N/A
Electricity - prepaid (min.service level)	N/A	N/A	N/A	N/A
Minimum Service Level and Above sub-total	N/A	N/A	N/A	N/A
Minimum Service Level and Above Percentage	N/A	N/A	N/A	N/A
Energy: **(below minimum level)**				
Electricity (< min.service level)	N/A	N/A	N/A	N/A
Electricity - prepaid (< min. service level)	N/A	660	628	1746
Other energy sources	N/A	N/A	N/A	N/A
Below Minimum Service Level sub-total	N/A	N/A	N/A	N/A
Below Minimum Service Level Percentage	N/A	N/A	N/A	N/A
Total number of households	N/A	660	628	1746
				T 3.3.3

Households - Electricity Service Delivery Levels below the minimum						
						Households
Description	2014/15	2015/16	2016/17	2017/18		
	Actual No.	Actual No.		Original Budget No.	Adjusted Budget No.	Actual No.
Formal Settlements						
Total households	660	628	1746	1250	1746	2583
Households below minimum service level	660	628	1746	1250	1746	2583
Proportion of households below minimum service level	N/A	N/A	N/A	N/A	N/A	N/A
Informal Settlements						
Total households	N/A	N/A	N/A	N/A	N/A	N/A
Households its below minimum service level	N/A	N/A	N/A	N/A	N/A	N/A
Proportion of households its below minimum service level	N/A	N/A	N/A	N/A	N/A	N/A
						T 3.3.4

Electricity Service Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**2016/17**		**2017/2018**			**2017/18**	**2018/19**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators **(i)**	**(ii)**	***Previous Year** **(iii)**	**(iv)**	***Previous Year** **(v)**	***Current Year** **(vi)**	**(vii)**	***Current Year** **(viii)**	***Current Year** **(ix)**	***Following Year** **(x)**
Service Objective xxx									
Provision of minimum supply of electricity	Eradicate electricity backlog of 22 892 house-holds in Matatiele by 2017	Electrify 1000 households by June 2017 : Bubesi & St Bernhard's , Chibini, Palmaville, Gudlintaba,Khashole & Makgoaseng	Electrify 1746 households by June 2017 : Bubesi & St Bernhard's , Chibini, Palmaville, Gudlintaba,Khashole & Makgoaseng	Electrify 1000 households by June 2018	Electrify 1250 households by June 2017 : Edrayini, Mahangu project(PS,Kwambombo & Magayazidlele), Nkali A,B & C, Neuresh ,Zikhalini & Maphokong, Thotaneng, Chere & Mahareng, Nyaniso, Nkalweni & Bubesi ,Palmaville #2 & Chibini	Electrify 2583 households by June 2017 : Edrayini, Mahangu project(PS,Kwambombo & Magayazidlele), Nkali A,B & C, Neuresh ,Zikhalini & Maphokong, Thotaneng, Chere & Mahareng, Nyaniso, Nkalweni & Bubesi ,Palmaville #2 & Chibini	Electrify 1250 households by June 2018	Electrify 1500 households by June 2019	Electrify 2500 households by June 2020
T 3.3.5									

Employees: Electricity Services					
Job Level	**Year 2016/17**	**Year 2017/18**			
	Employees	**Posts**	**Employees**	**Vacancies (fulltime equivalents)**	**Vacancies (as a % of total posts)**
	No.	**No.**	**No.**	**No.**	**%**
0 - 3	9	9	9	0	0%
4 - 6	0	0	0	0	0%
7 - 9	3	3	3	0	0%
10 - 12	3	4	3	1	33%
13 - 15	1	2	1	1	50%
16 - 18	1	1	1	0	0%
19 - 20	-	-	-	-	0%
Total	17	19	17	2	11.8%

. *T 3.3.6*

Financial Performance Year 2017/18: Electricity Services					
					R'000
Details	**Year 2016/17**	**Year 2017/18**			
	Actual	**Original Budget**	**Adjustment Budget**	**Actual**	**Variance to Budget**
Total Operational Revenue	137 632	147 350	147 350	134 348	19%
Expenditure:					
Employees	3 590	3 474	4 715	4 712	-26%
Repairs and Maintenance	1 189	229	230	175	23%
Other	47 287	57 694	51 409	659	110%
Total Operational Expenditure	52 066	61 399	56 354	5 546	99%
Net Operational Expenditure	85 566	85 951	90 996	128 802	-47%

T 3.3.7

Capital Expenditure Year 2017/18: Electricity Services R' 000					
Capital Projects	Year 2017/18				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All					
Nkali	6 238	65 736	5 832	1%	
RURAL ELEC	6 238	75 998	4 597	2%	
Mahangu Kwambobo Magayizindlela Newhouse	7 500	54 233	4 693	5%	
Edrayini electrification	7 178	58 431	4 780	4%	
Maphokoma Zikhali Electrification	12 113	83 083	8 113	5%	
Thotaneng Chera Mahareng Electrification	15 500	121 860	11 042	4%	
Goxa Electrification	3 661	1 660	0	221%	
Kwa Matias Electrification	3 429	3 429	0	100%	
Nyaniso Bubesi B Nkalweni E Electrification	13 601	13 001	12 804	6%	
Mzongwana Substation	3 041	1 699	454	152%	
Designs	1 500	3 643	3 934	-67%	
Kwa Madlanga Electrification	9 380	0	0	0%	
T 3.3.8					

COMMENT ON ELECTRICITY SERVICES PERFORMANCE OVERALL:

The four largest capital and maintenance projects in order of priority are as follows:
Rural Electrification of 1746 household in Bubesi & St Bernhard's ,Chibini,Palmaville, Gudlintaba,Khashole & Makgoaseng.
Maluti Tlakanelo Link line -25 Km
Mountain View Substation -10 MVa

T3.3.9

3.4. Waste Management (this section to include: refuse collections, waste disposal, street cleaning and recycling)

INTRODUCTION TO WASTE MANAGEMENT

The Matatiele Local Municipality utilized external service providers to clean and remove waste from residential areas and the CBD. The municipality also supported local SMMEs who did waste recyclying within the CBD as well as the surrounding rural areas in order, this was by giving them the required training and awareness on handling waste and the importance of sorting at source. They were encouraged in providing adequate PPE and some where given working space. This was to ensure job creation, poverty alleviation and inclusive local economic growth. Through recyclying we were ensuring that minimal waste reaches the landfill site. Majority of waste from our local businesses does not reach the landfill site as the recylers remove the recycables from the source being our local businesses.

3 service providers, MCP removing waste in Maluti and Harry Gwala residential area (wards 1 and 20), Manong in the CBD (ward 19)as well as Imizamo doing Buxton Park, Itsokolele and New J (ward 19)residential areas used to clean, sweep streets, collect, dispose waste in our Landfill site as well as open drains. This service was provided daily in the CBD. Waste removal and disposal was done twice a week in the middle income residential areas and also 3 times a week in the low and indigent household areas due to the high demand of waste removal and to also provide efficient service delivery.

The municipality worked in house to provide waste removal services as well as clean and sweep the streets in ward 26 in both the CBD and residential areas.The municipality dealt with removal of waste skip bins from businesses within the CBD on a daily basis to the landfill site , the Maluti clinic (for general waste only not Hazardous waste) as well as SANDF camp in ward 25 on demand once the skip bins were full.

The municipality has extended its service by removing general waste from all rural clinics which was not being done previously. This is done by having one central transfer site were the Municipality then collects and disposes to our landfill site three times a week.Waste group is an external service provider that was appointed to provide landfill management.

To ensure service delivery the municipality appointed a waste officer who ensured regular monitoring of the services rendered by the external service providers as well as the municipal employees. Daily and weekly monitoring tools were utilised to ensure service was done correctly and effectively. EPWP incumbents were utilised to combat any illegal dumping and to clean and remove waste from public open spaces on a daily basis.

T3.4.1

Solid Waste Service Delivery Levels				
				Households
Description	**Year 14/15**	**Year 15/16**	**Year 16/17**	**Year 17/18**
	Actual No.	**Actual No.**	**Actual No.**	**Actual No.**
Solid Waste Removal: **(Minimum level)**				
Removed at least once a week	5420	5420	8128	8128
Minimum Service Level and Above sub-total				
Minimum Service Level and Above percentage				
Solid Waste Removal: **(Below minimum level)**				
Removed less frequently than once a week				
Using communal refuse dump				
Using own refuse dump	5420	5420	8128	8128
Other rubbish disposal	1645	1645	1645	1645
No rubbish disposal				
Below Minimum Service Level percentage				
Total number of households	**42487**	**42487**	**42487**	**42487**
				T 3.4.2

Households – Solid Waste Service Delivery Levels below the minimum						
						Households
Description	**Year -3**	**Year 2015/16**	**Year 2016/17**	**Year 2017/18**		
	Actual No.	**Actual No.**	**Actual No.**	**Original Budget No.**	**Adjusted Budget No.**	**Actual No.**
Formal Settlements						
Total households	49 527	49 527	49 527	49 527	49 527	49 527
Households below minimum service level	25,000	25,000	25,000	25,000	25,000	25,000
Proportion of households below minimum service level	10.9%	10.9%	10.9%	10.9%	10.9%	10.9%
Informal Settlements						
Total households	N/A	N/A	N/A	N/A	N/A	N/A
Households ts below minimum service level	N/A	N/A	N/A	N/A	N/A	N/A

Proportion of households ts below minimum service level	N/A	N/A	N/A	N/A	N/A	N/A
						T3.4.3

Waste Management Service Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2016/17**		**Year 2017/18**			**Year 2018/19**	**2Year 3 2019/20**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators **(i)**	**(ii)**	***Previous Year (iii)**	**(iv)**	***Previous Year (v)**	***Current Year (vi)**	**(vii)**	***Current Year (viii)**	***Current Year (ix)**	***Following Year (x)**
Service Objective xxx									
Waste removal in residential area	Cleaning and removing of Waste twice a week in residential area, Wards 1, 19, 20 and 26 by 30 June 2016	Cleaning and removing of Waste twice a week in residential area, Wards 1, 19, 20 and 26 by 30 June 2018	5420 households	5420 households	5420 households	5420 households	8128 Households	N/A	N/A
Waste removal in the CBD	To provide refuse removal services to business/ CBD in ward 19 & 26 by June 2016	Businesses/ CBD refuse collection in ward 19 & 26	100% of completion of the task	Cleaning and refuse removal in the CBD.	Cleaning and refuse removal in the CBD.	Cleaning and refuse removal done in the CBD	Cleaning and refuse removal in the CBD.	N/A	N/A
Proportion of waste that is recycled	Volumes of waste recycled as a percentage of total volume of waste	35% of year 16/17 waste recycled	35% of year 16/17 waste recycled	55% of year 17/18 waste recycled	60% of Year 2017/18 17/18	55% of year 17/18 waste recycled	50% of year 18/19 waste recycled	45% of year 19/20	45% of year 20/21 waste recycled

Waste Management Service Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2016/17**		**Year 2017/18**			**Year 2018/19**	**2Year 3 2019/20**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators **(i)**	**(ii)**	***Previous Year** **(iii)**	**(iv)**	***Previous Year** **(v)**	***Current Year** **(vi)**	**(vii)**	***Current Year** **(viii)**	***Current Year** **(ix)**	***Following Year** **(x)**
	disposed of at landfill sites.				waste recycled			waste recycled	
Proportion of landfill sites in compliance with the Environmental Conservation Act 1989.	100% of landfill sites by volume that are being managed in compliance with the Environmental Conservation Act 1989.	60% of site compliant	60% of sites compliant	80% of sites compliant	80% of sites compliant	80% of sites compliant	65% of site compliant	65% site compliant	75% of sites compliant
T 3.4.4									

Employees: Solid Waste Management Services					
Job Level	Year 2016/17	Year 2017/18			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
0 - 3	10	2	10	0	0%
4 - 6	3	3	3	0	0%
7 - 9	3	0	3	0	25%
10 - 12	1	0	1	0	53%
13 - 15	0	0	0	0	40%
16 - 18	1	1	1	0	48%
19 - 20	0	0	0	0	40%
Total	18	6	18	0	41%

T3.4.5

Employees: Waste Disposal and Other Services					
Job Level	Year 2016/17	Year 2017/18			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
0 - 3	10	2	10	0	0%
4 - 6	3	3	3	0	0%
7 - 9	4	8	4	0	25%
10 - 12	3	3	3	0	53%
13 - 15	0	0	0	0	0%
16 - 18	1	0	1	0	40%
19 - 20					
Total					

T3.4.6

Financial Performance Year 2017/18: Solid Waste Management Services R'000					
Details	**Year 2016/17**	**Year 2017/18**			
	Actual	**Original Budget**	**Adjustment Budget**	**Actual**	**Variance to Budget**
Total Operational Revenue	13 002	12 681	12 803	9 550	24%
Expenditure:					
Employees	4 471	4 439	4 447	3 078	31%
Repairs and Maintenance	2 708	447	447	432	3%
Other	11 981	608	9 831	8 392	-79%
Total Operational Expenditure	19 160	5 494	14 725	11 901	-44%
Net Operational Expenditure	-6 158	7 187	1 922	2 351	252%
T 3.4.7					

Capital Expenditure Year 2017/18: Waste Management Services R' 000					
Capital Projects	**Year 2017/18**				
	Budget	**Adjustment Budget**	**Actual Expenditure**	**Variance from original budget**	**Total Project Value**
Total All	R2m	R2m	R1.8m		
Skip loader truck & 20 skip bins	R1.8m	R1.8	R1.8	22%	R1.8
T 3.4.9					

COMMENT ON WASTE MANGEMENT SERVICE PERFORMANCE OVERALL:

Purchased 20 skip bins and a skip loader truck for the Environment and Waste. The new skip loader and skip bins will assist the unit in ensuring that the community receives effective and efficient service delivery. 90 000 refuse bags were procured for waste collection and curbing of illegal dumping. The prioritised projects were done according to budget. The 5 year targets set out in the IDP schedule will be attained within the approved budget.

T3.4.10

3.5. Housing

INTRODUCTION TO HOUSING

To seek council approval of housing projects from ward and village based to zones in order to spread to other wards that have no housing projects.
To seeks council approval to amend all approved housing projects that are under planning to spread in all 26 wards and villages.
To seek council approval that all housing projects to be amended from normal projects as planned, in order to accommodate Destitute projects (Old age, child headed, disable, abused and woman) due to limited resources from the department of Human Settlements.
To seek council noting that the department is under resourced due to over commitment on budget, therefore resulted:
• Slow progress on projects due to budget: e.g. (Maritseng 1500) has been stopped.
• All new projects and approved will start in 2021
Therefore we seek council approval for the proposed ward to be covered in zoning before 2021 Council to approved Human Settlements units of amending the housing sector plan in prioritizing all projects.

T3.5.1

Percentage of households with access to basic housing			
Year end	**Total households (including in formal and informal settlements)**	**Households in formal settlements**	**Percentage of HHs in formal settlements**
Year -3	560000	350000	62.5%
Year 2015/16	654000	450000	68.8%
Year 2016/17	654000	500000	76.5%
Year 2017/18	684000	540000	78.9%
			T 3.5.2

Housing Service Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2017/18**		**Year 1**			**Year 2**	**Year 3**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators **(i)**	**(ii)**	***Previous Year (iii)**	**(iv)**	***Previous Year (v)**	***Current Year (vi)**	**(vii)**	***Current Year (viii)**	***Current Year (ix)**	***Following Year (x)**
Service Objective xxx									
Maritseng	1500	200	200	200	200	200	200	1000	500
Mehloloaneng	898	35	35	30	70	30	50	350	548
Pote	40	Planning	Planning	Planning	Planning	Planning	Planning	Planning	Procurement
Chibini	500	Planning	Planning	Planning	Planning	Planning	Planning	Planning	Procurement
Zwelitsha	200	Planning	Planning	Planning	Planning	Planning	Planning	Planning	Procurement
Maluti Destitute	200	Planning	Planning	Planning	Planning	Planning	Planning	Planning	Procurement

T3.5.3

Employees: Housing Services					
Job Level	Year 2016/17	Year 2017/18			
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
0 - 3	0	0	0	0	0%
4 - 6	0	0	0	0	0%
7 - 9	2	2	2	2	25%
10 - 12	0	0	0	0	0%
13 - 15	1	1	1	1	40%
16 - 18	0	0	0	0	48%
19 - 20	0	0	0	0	40%
Total	3	3	3	3	41%
T 3.5.4					

Financial Performance Year 2017/18: Housing Services R'000					
Details	**Year 2016/17**	**Year 2017/18**			
	Actual	**Original Budget**	**Adjustment Budget**	**Actual**	**Variance to Budget**
Total Operational Revenue	675	200	200	174	13%
Expenditure:					
Employees	1 901	2 891	3 066	2 819	2%
Repairs and Maintenance	1 294	60	60	15	75%
Other	1 027	2 134	2 134	232	18%
Total Operational Expenditure	4 222	5 085	5 260	3 066	9%
Net Operational Expenditure	-3 547	4 885	5 060	2 892	9%
					T 3.5.5

Capital Expenditure Year 2017/18: Housing Services R' 000					
Capital Projects	**Year 2017/18**				
	Budget	**Adjustment Budget**	**Actual Expenditure**	**Variance from original budget**	**Total Project Value**
Total All					
COUNCIL CHEMBERS	30 000	24 690	16 497	55%	
ELECTRICAL DEPOT	0	0	0	0%	
AIRCONS	0	200	139	70%	
Office Furniture Equipment	0	50	0	0%	
Silo Facility	0	2 520	2 685	107%	
					T 3.5.6

COMMENT ON THE PERFORMANCE OF THE HOUSING SERVICE OVERALL:

The Matatiele Local Municipality top four priority projects that were capital budget under DoHS are as follows:

1. Maritseng 1500 units covering ward: 1, 2, 3 and 6.
2. Mvenvane 500 units covering ward 21 and all ten villages benefited.
3. Mehlolaneng 989 units covering ward 16 and covering at least six villages benefited.
4. Masakala 500 units covering ward 03 and covering only one village. The project has been added with 50 units more to benefit venerable group.

As per the Municipal five-year plan strategic document IDP, the following projects have been identifying in the Housing Sector Plan as follows:

1. Zwelitcha 500 and Tsitsong 200 units covering ward: 08 and 04 only two villages, but the project will be extended to cover all villages in ward 08, 04, 03 & 25.
2. Mposhongweni 500 and Chibini 500 will be combined in to one project, to covering ward 05, 07 & 09, to all villages.
3. Nyaniso 500 units is currently covering ward 18 and only one village, therefore the project will be extended to cover ward 15, 17, 18, 22, 23 and 24. This project will reflect to all villages.
4. Mahareng 500 units is currently covering ward 11, 12, 13, 14 & 16. This project will reflect to all villages.

Schedule can be attained within approved budget provision and if not then state how you intend to rectify the matter. Explain the priority of the four largest capital projects and explain variances from budget for net operating and capital expenditure. Also explain any likely variation to the total approved project value (arising from year 1 and/or previous year actuals, or expected future variations).

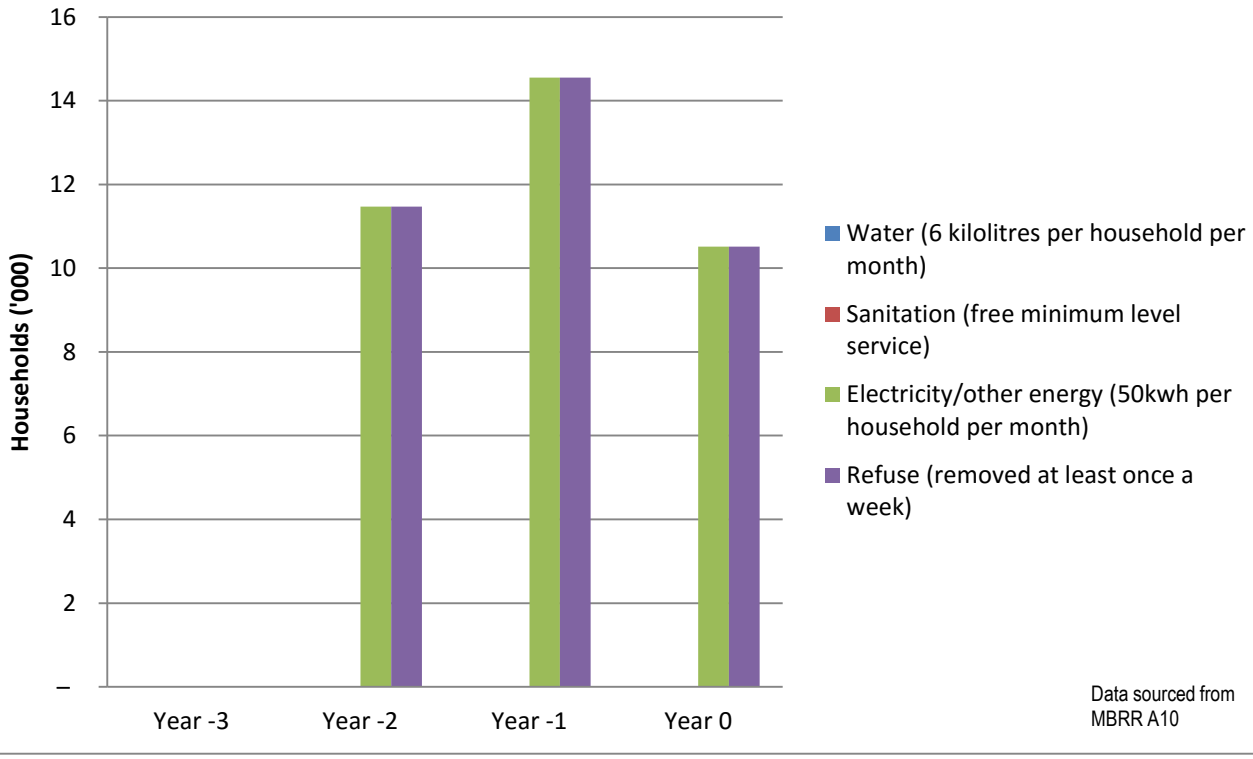
T3.5.7

3.6. Free basic service and indigent support

INTRODUCTION TO FREE BASIC SERVICES AND INDIGENT SUPPORT

On an annual basis the municipality registers new indigent beneficiaries who are eligible to receive the subsidy for the basic services. In 2017/18 Financial year, the municipality had 10 511 beneficiaries. The municipal indigent policy has a threshold of R3000 household income. The period of registration does not close as it remains open in the financial year and therefore allows the register to be updated on a monthly basis – as and when new applicants are approved. Each beneficiary is requested to comply or satisfy the qualification criteria as set in the policy.

T3.6.1



T3.6.2

Free Basic Services To Low Income Households										
	Number of households									
	Total	Households earning less than R1,100 per month								
			Free Basic Water		Free Basic Sanitation		Free Basic Electricity		Free Basic Refuse	
		Total	Access	%	Access	%	Access	%	Access	%
2015/16	11472	11472	N/A	N/A	N/A	N/A	10369	90%	1103	61%
2016/17	14554	14554	N/A	N/A	N/A	N/A	13451	92%	1103	55%
2017/18	10511	10511	N/A	N/A	N/A	N/A	9476	90%	1035	86%
T 3.6.3										

Free Basic Service Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2016/17**		**Year 2017/18**			**Year 1**	**Year 3**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators **(i)**	**(ii)**	***Previous Year** **(iii)**	**(iv)**	***Previous Year** **(v)**	***Current Year** **(vi)**	**(vii)**	***Current Year** **(viii)**	***Current Year** **(ix)**	***Following Year** **(x)**
Number of indigent beneficiaries provided with services by set date.	*Provide services to 20 542 indigent beneficiaries as follows:* *Electricity,* *Refuse and rates,* *Gel and oil,* *Solar*	12 613	Electricity 13 451 Refuse 1103	12 613	20 452	Electricity 9 476 Refuse 1103	12 613	14 554	11472
									T 3.6.5

COMMENT ON FREE BASIC SERVICES AND INDIGENT SUPPORT:

The free basic services that are offered by the municipality include refuse removal, electricity, and maintenance of solar systems in areas that do not have electricity. The municipality subsidises 50 kWh for electricity; R90 maintenance fee for solar systems and R135 for refuse. The ratepayers are required to apply for the indigent support on an annual basis, on assessment of the application forms the validity of the information submitted by the applicant is confirmed with Windeed to ensure that one qualifies for indigent support.

T3.6.6

Component B: Road Transport

INTRODUCTION TO ROAD TRANSPORT

Public Transport

Various means of public transportation are used within the municipality. Buses, Taxis and vans are commonly used as form of transportation from one place to another. Vans are common in rural areas and are used to transport people to the towns, where they can access services. There are currently four (4) operational taxi ranks, and 1 bus rank in the Matatiele town. Despite some investments in new roads and maintenance there remain local communities who are isolated and disconnected due to poor road infrastructure.

This has significant consequences in terms of local economic development as well as service delivery, especially accessibility to emergency ambulance services. Transport whether motorized or non-motorized faces many challenges within the Municipal area. These can be summarized as follows:

Access roads need maintenance;

- Unavailability of adequate public transport facilities especially for the disabled;
- Lack of cooperation between public transport operators and the municipal authorities;
- Lack of institutional capacity at Local and District Municipal level to manage transport planning and implementation;
- Limited of pedestrian and non-motorized transport facilities.

The Department of Transport did initiate some rural transport initiatives including:

- The AB 350 which established 16 buses on various routes in Matatiele
- Scholar transport was operated by a number of schools in the Municipal area

Areas of prioritized intervention include maintenance of roads, improving on regulation to improve of road worth scholar transport.

Investigate traffic calming measures within areas of high accidents and facilitate the provision of adequate public transport facilities especially for the disabled.

Improve cooperation between public transport operators, the municipal authorities.

Build and improve institutional capacity at Local and District Municipal level to manage transport planning and implementation.

There have been measures put in place to be improve traffic management within Matatiele (town); traffic lights have been put in 6 major intersections.

Rail

The Municipality does not have an established public and goods rail transport system. However, a railway line runs through the area connecting the area with KwaZulu-Natal towns (Kokstad and beyond) although it has not been in use for over three years.

Air Transport

There is no established and operational air transport system. A small landing Strip (airstrip) exists within both Matatiele and Cedarville. The aerodrome in Matatiele has been newly renovated.

T3.7.0

3.7. Roads

INTRODUCTION TO ROADS

At a broad level, Matatiele has a well-established road system comprising of provincial, district and local access roads. This improves accessibility and connectivity at a regional scale and serves as an opportunity for corridor based development. R56 is the main provincial road linking KwaZulu-Natal and Eastern Cape through Matatiele.

The other provincial roads that play an important role in terms of linkages include P612 which link the area with Lesotho. There are also provincial routes that play a significance role in terms of linking various parts internally within Matatiele. These routes are P607, P604, P649 and P605. District Roads connect different settlements and provide access to public facilities. These district routes include DR639, DR641, DR642, DR660, DR643 and DR611. There are also Local Access Roads which provide access within each village.

Road Network

The construction and maintenance of provincial roads is the responsibility of the Department Of Roads and Public Works, and the district roads are maintained by the district municipality. On the other hand, Construction and maintenance of access roads is the competency of the Local municipality. Maintenance includes re-gravelling, storm water drainage, bridges, pothole patching, paving, Road signs and road markings.

The municipality is also responsible for the construction and maintenance of sidewalk, foot paths in an around the three towns. The main role player at Matatiele Local Municipality is the Infrastructure services department. The municipality currently has developed a draft Consolidated Infrastructure Plan which incorporates the Roads Master Plan, Electricity plan as well as a Storm Water Management Plan

This improves accessibility and connectivity at a regional scale and serves as an Opportunity for corridor based development. The estimated Access road backlog is 52% (Community base outcome).The modes of transport that are mainly used by the community are public transport and private transport. Matatiele Local Municipality is currently using the District Municipality's Integrated Transport Plan The municipality has a huge backlog of new and maintenance of access roads. Financial resources are limited for the municipality to eradicate this backlog. The municipality purchased a set of machineries to construct and maintain its access roads. Machines purchased were: 2 graders, 1 roller, 3 tipper trucks, 1 excavator, 1 lowed, 1 TLB and a water cart. These machines are used to construct some new roads as well as maintenance.

T3.7.1

Gravel Road Infrastructure Kilometers				
	Total gravel roads	**New gravel roads constructed**	**Gravel roads upgraded to tar**	**Gravel roads graded/maintained**
2015/16	47.1km	12.7km	4km	30.4km
2016/17	43.5km	23.7km	4km	28km
2017/18	48.1km	48.1km	0km	0km
				T 3.7.2

Tarred Road Infrastructure Kilometers					
	Total tarred roads	**New tar roads**	**Existing tar roads re-tarred**	**Existing tar roads re-sheeted**	**Tar roads maintained**
2015/16	10km	4km	N/A	N/A	6km
2016/17	4km	4km	N/A	N/A	6km
2017/18	0km	0km	N/A	N/A	14km
T 3.7.3					

Cost of Construction/Maintenance R' 000						
	Gravel			**Tar**		
	New	**Gravel – Tar**	**Maintained**	**New**	**Re-worked**	**Maintained**
2015/16	23 550 000	22 000 000	1 550 000	22 000 000	N/A	1 550 000
2016/17	26 193 693	3 721 325	5 736 924	3 721 325	N/A	5 736 924.60
2017/18	33 168 588	6 761 494	R0.00	3 632 256	N/A	3 500 000
T 3.7.4						

Road Service Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2016/17**		**Year 2017/18**			**Year 1**	**Year 3**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators		***Previous Year**		***Previous Year**	***Current Year**		***Current Year**	***Current Year**	***Following Year**
(i)	**(ii)**	**(iii)**	**(iv)**	**(v)**	**(vi)**	**(vii)**	**(viii)**	**(ix)**	**(x)**
Service Objective xxx									
Elimination of gravel roads in townships	Kilometers of gravel roads tarred (Kilometers of gravel road remaining)	4kms gravel roads tarred	4kms gravel roads tarred	12.7kms gravel roads tarred	0kms gravel roads tarred	0kms gravel roads tarred	Baseline (45kms gravel roads remaining)	2kms gravel roads tarred	2kms gravel roads tarred
Development of municipal roads as required	642.7kms of municipal roads developed	43,5kms	43.5kms	43.5 kms	28.7kms	48.1 kms	28.7kms	42.1 kms	42.1 kms
									T 3.7.6

Employees: Road Services					
Job Level	Year 2016/17	Year 2017/18			
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
0 - 3	40	40	40	0	0%
4 - 6	1	1	1	0	0%
7 - 9	7	7	7	0	0%
10 - 12	4	5	4	1	80%
13 - 15	2	3	2	1	66%
16 - 18	1	1	1	0	0%
19 - 20	-	-	-	-	0%
Total	55	57	55	2	41%

T3.7.7

Financial Performance Year 2017/18: Road Services					R'000
Details	Year 2016/17	Year 2017/18			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	51 667	50 113	50 113	46 060	8%
Expenditure:					
Employees	10 462	12 472	10 747	10 897	15%
Repairs and Maintenance	2 857	3 850	2 150	1 940	89%
Other	6 145	8 056	22 696	1 228	27%
Total Operational Expenditure	19 465	24 378	35 593	14 065	27%
Net Operational Expenditure	32 202	25 735	14 520	31 995	-43%

T 3.7.8

Capital Expenditure Year 2017/18: Road Services R' 000					
Capital Projects	**Year 2017/18**				
	Budget	**Adjustment Budget**	**Actual Expenditure**	**Variance from original budget**	**Total Project Value**
Total All					
THABA BOSIU ACCESS ROAD MIG	0	950	904	-95%	
MAPFONTEIN ACCESS ROAD	0	465	371	-80%	
NCHOLU ACCESS ROAD CRR	0	0	0	0%	
NGCWENGANE BOMVINI CONSTRUCTION	2 000	2 330	2 428	-96%	
MABHELENI ACC ROAD	1 593	1 543	1 167	28%	
KHAUE ACCESS ROAD	949	949	917	3%	
MANNGOPENG AR CONSTRUCTION	2 000	2000	1 297	35%	
GUDLINTABA	3 178	3 178	2 633	17%	
MOUNTAIN VIEW INTERNAL STREETS	9 999	6 761	7 159	42%	
MSUKENI ACCESS ROAD	200	200	0	100%	
EPHIPHANY ACCESS ROAD	200	200	0	100%	
NOMGAVU ACCESS ROAD	200	200	0	100%	
BUTSULA VIA TAUNG ACCESS ROAD	1 450	1 450	1 373	5%	
VIKINDUKU ACCESS ROAD	1 417	2 329	2 309	-38%	
MALUTI INTER STREETS PH3	999	999	449	55%	
MATATIELE INTERNAL ROAD PHASE 2	260	2 160	1 690	-66%	
SIJOKA ACCESS ROAD	3 632	3 632	2 824	22%	
MEHLOLOANENG AR	817	817	375	54%	
KAMORATHABATSHEPISONG AR WARD03 38KM	344	344	0	100%	
MANASE ARWARD 02 24KM	220	220	199	10%	
ZAZINGENI MAZIZINI AR	5 723	5 044	3 795	38%	
SELOANE AR WARD24 44KM	458	458	0	100%	

SANDFONTEIN AR WARD 26 58KM	440	440	0	100%	
AFSONDERING SPORTS FIELD	0	708	424	-60%	
THABA BUSIU	0	0	0	0%	
MAPFONTEIN	0	0	43 923	0%	
SIPHOLA TO AFSONDERING AR MIG	0	742	532	-72%	
NCHOLU ACCESS ROAD	0	700	558	-84%	
SIGOGA AR MIG	0	1 244	829	-67%	
HARRY GWALA PARK ACCESS ROAD MIG	0	745	0	0%	
FIVA TO RHOLWENI ACCESS ROAD MIG	0	889	709	-80%	
					T 3.7.9

COMMENT ON THE PERFORMANCE OF ROADS OVERALL:

The following are the two largest capital projects:

Mountain View Internal Streets –This is a 2km upgrading of gravel road to surfaced road in ward 20.This project was constructed within allocated budget. This project provided jobs to 19 local people both males and females with youth dominating in the employment ratio. The programme of works was closely monitored through frequent site meetings and visits were conducted and as such the project was completed within allocated time frame.

Two local SMME's were appointed to undertake concrete works up to the value of R613 295 under supervision and monitoring of main contractor**.** The main contractor together with the consultants also orientated the SMME's on contracts management and equipping them on how to price documents, compile Health and Safety file and quality assurance measures. The SMME's were also advised on financial aspects of running a project.

The road was excavated and spoil material was dumped in an approved commercial source. Pioneer layer of 500mm in average was constructed using commercially sourced rock to achieve stability to allow underground water to percolate through and the road was lined with both stormwater pipes and subsoil water drainage system. All layer works were commercially sourced and the hot –mix asphalt was used as a wering course and was laid by an asphalt road paver.

EPWP policies were applied on the project as all employed labourers had signed contracts, had relevant PPE's and habit able office for over-night security was provided.

• Sijoka AR –This is a 6,5km upgrading of a virgin road to a surfaced road using an alternative method of surfacing with a product called Polymer. It is situated in ward 10 and it is starting from R56 into the Sijoka village. There is an issue of poor quality of works with kerbing and layer-works, and the contractor has been

instructed to demolish those areas and reconstruct at his own cost. This will occur in the 2018/19 financial and the project will be completed on the 30th of June 2019.

• Zazingeni AR –This is a 6,5km upgrading of a virgin road to a gravel road in ward 04.

These are multiyear projects and the targets will be met within approved budget as stated above in the Project Value column. There were variances in the allocated budgets for the year under review because of delays in finalisation of designs for the projects.

The municipality had constructed 48.1km of gravel access roads during the financial year. We had assisted Department of Roads and Transport with materials to patch potholes in the road from Matatiele to Maluti.

T3.7.10

3.8. Transport (Including vehicle licensing and public bus operation)

INTRODUCTION TO TRANSPORT

• Matatiele Local Municipality does not provide any public transport; however, it does have one bus terminal and one minibus taxi terminal. There are also other two minibus/minibus taxi terminal operations on private ranks owned by retail businesses.

• Matatiele Local Municipality maintain its two transport terminals and cleans the other terminals on retail business premises. Matatiele LM supports all the above transport terminals by recognising the transport association operating in the premises, having regular meeting with them regarding their operations and law enforcement and lastly providing concurrency for their members operating licences.

Matatiele Local Municipality operates a Registering and Licensing Authority and a under the agency of the Department of Transport

T3.8.1

Municipal Bus Service Data					
		Year 2016/17	**Year 2017/18**		**Year 1**
	Details	**Actual No.**	**Estimate No.**	**Actual No.**	**Estimate No.**
1	Passenger journeys	N/A	N/A	N/A	N/A
2	Seats available for all journeys	N/A	N/A	N/A	N/A
3	Average Unused Bus Capacity for all journeys	N/A	N/A	N/A	N/A
4	Size of bus fleet at year end	N/A	N/A	N/A	N/A
5	Average number of Buses off the road at any one time	N/A	N/A	N/A	N/A

6	Proportion of the fleet off road at any one time	N/A	N/A	N/A	N/A
7	No. of Bus journeys scheduled	N/A	N/A	N/A	N/A
8	No. of journeys cancelled	N/A	N/A	N/A	N/A
9	Proportion of journeys cancelled	N/A	N/A	N/A	N/A
					T 3.8.2

Transport Service Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2016/17**		**Year 2017/18**			**Year 1**	**Year 3**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators **(i)**	**(ii)**	***Previous Year (iii)**	**(iv)**	***Previous Year (v)**	***Current Year (vi)**	**(vii)**	***Current Year (viii)**	***Current Year (ix)**	***Following Year (x)**
Service Objective									
Improve Road traffic safety and access to traffic licensing services	Registering and Licensing of vehicles				Register and/or License 8228 vehicles by 30 June 2018	9064 vehicles registered and licensed by 30 June 2018.	Register and/or License 8228 vehicles by 30 June 2018		
Improve Road traffic safety and access to traffic licensing services	Vehicle Roadworthy Testing				Test 1200 vehicles for roadworthy by 30 June 2018	1450 vehicles tested by 30 June 2018.	Test 1200 vehicles for roadworthy by 30 June 2018		

T 3.8.3

Employees: Transport Services					
Job Level	Year 2016/17	Year 2017/18			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
0 - 3	-	-	-	-	-
4 - 6	-	-	-	-	-
7 - 9	0	1	1	0	100%
10 - 12	7	9	9	0	100%
13 - 15	0	1	1	0	100%
16 - 18	-	-	-	-	-
19 - 20	-	-	-	-	-
Total	7	11	11	0	100%

T3.8.4

Financial Performance Year 2017/18: Transport Services					
Details	R'000 Year 2016/17	Year 2017/18			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue		4 299	4 299	4 327	-1%
Expenditure:					
Employees		12 750	12 970	12 897	-1%
Repairs and Maintenance		399	399	343	14%
Other		1 231	1 191	514	60%
Total Operational Expenditure		14 380	14 560	13 754	-24%
Net Operational Expenditure		-10 081	-10 261	-9 427	-24%

T 3.8.5

Capital Expenditure Year 2017/18: Transport Services R' 000					
Capital Projects	**Year 2017/18**				
	Budget	**Adjustment Budget**	**Actual Expenditure**	**Variance from original budget**	**Total Project Value**
Total All					
TRAFFIC MANAGEMENT SYSTEM SOFWARE	200	250	0	80%	
MOTOR CYCLE TESTING EQUIPMENT		50	0	0%	
PRINTERS X 3	120	120	0	100%	
PUBLIC SAFETY CANOPY	39	39	15	62%	
LAPTOPS X3	105	105	64	39%	

T 3.8.6

COMMENT ON THE T PERFORMANCE OF TRANSPORT OVERALL:

Except for public transport, which Matatiele LM does not provide, the performance on the municipality on the transport related services has been consistently good. Personnel challenges have all been mitigated by secondment.

T3.8.7

3.9. Waste water (storm water drainage)

INTRODUCTION TO STORMWATER DRAINAGE

The municipality is responsible for maintenance, upgrading and installation of storm water facilities in its three towns i.e. Matatiele, Cedarville, and Maluti towns with its employees under Projects, Operations and Maintenance Unit. The municipality purchases materials to improve storm water drainage which includes concrete pipes and kerbs. Our own TLB is used to install and upgrade storm water drainage. We had managed to install 307.5m of stormwater drainage in this financial year.

T3.9.1

Storm water Infrastructure Kilometers				
	Total Storm water measures	**New storm water measures**	**Storm water measures upgraded**	**Storm water measures maintained**
2015/16	1.3km	0.5km	0.5km	1.2km
2016/17	5.4km	0.1km	0.3km	5km
2017/18	0.3km	0.3km	0	3km
T 3.9.2				

Cost of Construction/Maintenance R' 000			
	Storm water Measures		
	New	**Upgraded**	**Maintained**
2015/16	350 000	350 000	150 000
2016/17	800 000	180 000	20 000
2017/18	700 000	0	0
T 3.9.3			

Storm water Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2016/17**		**Year 2017/18**			**Year 1**	**Year 3**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators **(i)**	**(ii)**	***Previous Year** **(iii)**	**(iv)**	***Previous Year** **(v)**	***Current Year** **(vi)**	**(vii)**	***Current Year** **(viii)**	***Current Year** **(ix)**	***Following Year** **(x)**
Service Objective xxx									
Replace existing storm water pipes	Meters of pipes installed	400m	300m	400m	307,5m	307.5m	400m	400m	300m
Installation of kerning	Meters of kerning	1000m	1020m	1000m	2069.4m	2069.4m	2000m	1000m	3000m
									T 3.9.5

Employees: Road Services					
Job Level	Year 2016/17	Year 2017/18			
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
0 - 3	40	40	40	0	0%
4 - 6	1	1	1	0	0%
7 - 9	7	7	7	0	0%
10 - 12	4	5	4	1	80%
13 - 15	2	3	2	1	66%
16 - 18	1	1	1	0	0%
19 - 20	-	-	-	-	0%
Total	55	57	55	2	41%
					T3.7.7

Financial Performance Year 2017/18: Storm water Services					R'000
Details	Year 2016/17	Year 2017/18			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	120	125	100	95	-32%
Expenditure:					
Employees	125	244	250	248	2%
Repairs and Maintenance	25	244	250	248	2%
Other	45	244	250	248	2%
Total Operational Expenditure	195	732	750	744	2%
Net Operational Expenditure	75	607	650	649	6%
					T 3.9.7

Capital Expenditure Year 2017/18: Storm water Services R' 000					
Capital Projects	**Year 2017/18**				
	Budget	**Adjustment Budget**	**Actual Expenditure**	**Variance from original budget**	**Total Project Value**
Total All	N/A	N/A	N/A	N/A	N/A
Project A	N/A	N/A	N/A	N/A	N/A
Project B	N/A	N/A	N/A	N/A	N/A
Project C	N/A	N/A	N/A	N/A	N/A
Project D	N/A	N/A	N/A	N/A	N/A
T 3.9.8					

COMMENT ON THE PERFORMANCE OF STORMWATER DRAINAGE OVERALL:

The storm-water drainage in all towns has reached its life span. It requires major repairs and a storm-water management plan is planned to be developed in the next financial year. The municipality maintains and upgrades storm water using its own TLB. The storm water drainage concrete pipes are purchased through SCM processes and are constructed with our own TLB and internal staff. In this financial year, we had managed to construct 307.5m of new pipes.

T3.9.9

Component C: Planning and development

3.10. Planning

INTRODUCTION TO PLANNING AND DEVELOPMENT

Opportunities

- Legislation to guide development is available(policies, bylaws, land use scheme, Spatial dev. framework)
- municipal land available for proposed developments
- rural town that has potential for growth
- infrastructure available (roads, water, electricity, facilities etc.) though they need maintenance and increase
- Strategic location and access (R56, pass-way through to Kokstad- KZN and Lesotho
- Act advocating for planning both in rural and urban areas
- Challenges
- Limited municipal land for disposal- size, mountainous and vast wetlands hinder development/use of land
- Limited municipal land for disposal and development- size, mountainous, vast wetlands that limit the use of land
- Land disputes
- Inadequate social facilities- health, police, post offices, banks higher education institutions and other government offices/services
- No planning in rural areas resulting into improper use of land e.g. encroachment of settlements into high agricultural potential areas
- shortage of housing (med- high income)
- Noncompliance to planning laws (development without permission)
- Depletion of natural resources- wetlands, vegetation,-(encroachment and grazing).

T3.10.0

INTRODUCTION TO PLANNING

1. Planning and surveying of residential and commercial townships (it is an on-going project but it is still at planning stage
2. Processing of land development applications (consolidation, rezoning and special consent, Removal of restrictions) - applications are processed within a turnaround time and no applications were returned in the current year.
3. Processing of land development applications (Land administration)- disposal of Municipal land- the land applications are processed but not all of them get approved, however disposal processes take longer due to the fact that there are many processed involved before the final disposal such as advertising for public comments, rezoning, valuation etc.

T3.10.1

Applications for Land Use Development						
Detail	**Formalization of Townships (Establishment- Municipal projects)**		**Rezoning**		**Built Environment (consolidation, subdivision, special consent, Removal of restrictions)**	
	Year 2016/17	**Year 2017/18**	**Year 2016/17**	**Year 2017/18**	**Year 2016/17**	**Year 2017/18**
Planning application received Planning application received **()**	4	4	4	4	9	9 (3 subdivisions and 6 special consent)
Determination made in year of receipt	0	0	4	4	8	9
Determination made in following year			1	0		
Applications withdrawn	0	0	0	0	0	0
Applications outstanding at year end			1	0	0	0
T 3.10.2						

Planning Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2016/17**		**Year 2017/18**			**Year 1**	**Year 3**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators **(i)**	**(ii)**	***Previous Year** **(iii)**	**(iv)**	***Previous Year** **(v)**	***Current Year** **(vi)**	**(vii)**	***Current Year** **(viii)**	***Current Year** **(ix)**	***Following Year** **(x)**
Service Objective									
Determine planning application within a reasonable timescale	Ensure compliance to legislation, adopted policies and plans.	N/A	N/A	N/A	Processing of 15 rezoning & public open space disclosure applications by 30 June 2018	No processing of rezoning and closure of open spaces was done by 30 June 2018.	N/A	N/A	N/A
	Ensure compliance to legislation, adopted policies and plans.	N/A	N/A	N/A	100% Processing of Municipal land lease and disposal applications within 60 days of receipt	14 applications processed (received Jul, Oct, Nov, Dec 2017) 8 applications acknowledged (Jan, Feb, Mar, Apr, May, Jun 2018)	N/A	N/A	N/A

T 3.10.3

Employees: Planning Services					
Job Level	Year 2016/17	Year 2017/18			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
0 - 3					
4 - 6					
7 - 9					
10 - 12	3	3	3	0	
13 - 15	1	1	1	0	
16 - 18	1	1	1	0	
19 - 20					
Total					
T 3.10.4					

Financial Performance Year 2017/18: Planning Services R'000					
Details	Year 2016/17	Year 2017/18			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	19	116	324	72	11%
Expenditure:					
Employees	1 878	2 468	2 468	10 897	13%
Repairs and Maintenance	0	69	39	1 940	108%
Other	1 129	625	942	1 228	-127%
Total Operational Expenditure	3 007	3 162	3 451	14 065	-24%
Net Operational Expenditure	-2 988	-3 046	-3 127	- 13 993	-27%
T 3.10.5					

Capital Expenditure Year 2017/18: Planning Services R' 000					
Capital Projects	Year 2017/18				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All					
COMPUTER SOFTWARE ACCUMULATED AMORTIZATION : AMORTIZATION	0	0	29	29%	
PLANNING GIS EQUIPMENT	0	99	46	76%	
					T 3.10.6

COMMENT ON THE PERFORMANCE OF PHYSICAL PLANNING OVERALL:

Development Planning does not have the Capital projects/ budget. All the activities fall within the operational budget and these projects are in the IDP and SDBIP and they were implemented according to the approved budget, however it be noted that some of them (planning and surveying of municipal land for residential, commercial establishments are a multi-year projects so they are ongoing. Other projects such as processing of applications (land disposals, rezoning, and subdivision, advertising signage's etc. were operational, there was no need for budget and applications received were processed.

T3.10.7

3.11 LOCAL ECONOMIC DEVELOPMENT (INCLUDING TOURISM AND MARKET PLACES)

INTRODUCTION TO ECONOMIC DEVLOPMENT

Matatiele area is predominantly rural and the dominant economic activities in rural areas include subsistence agriculture, informal wood processing, retail business, informal trading (spas a shops), cultural and eco-tourism activities, and construction activity, which includes building schools and social service facilities such as health clinics. The objectives of Matatiele LED Strategy is to capacitate the Matatiele Local Municipality in carrying out its LED mandate, develop a strategic implementation plan that outlines the strategies and activities that the promotion of economic facilitate the creation of an enabling framework for private and public sector investment, promotion of economic development and growth.

Provide an overall economic assessment of Matatiele in order to identify sector or areas of high economic potential and to highlight those that require intervention, identify and estimate the cost of projects that will potentially contribute to the improvement of both Matatiele economic future and qualify within the municipal area. Provide guidelines for implementing LED Projects in Matatiele Local Municipality and for promoting and evaluating them. Matatiele LED Unit is supporting SMMEs and Cooperatives to alleviate poverty and reduce unemployment.

T3.11.1

Economic Activity by Sector

R '000

Sector	**Year 2015/16**	**Year 2016/17**	**Year 2017/18**
Agric, forestry and fishing	N/A	N/A	N/A
Mining and quarrying	N/A	N/A	N/A
Manufacturing	N/A	N/A	N/A
Wholesale and retail trade	N/A	N/A	N/A
Finance, property, etc.	N/A	N/A	N/A
Govt, community and social services	N/A	N/A	N/A
Infrastructure services	N/A	N/A	N/A
Total	N/A	N/A	N/A

T 3.11.2

Economic Employment by Sector			Jobs
Sector	**Year 1 No.**	**Year 2016/17 No.**	**Year 2017/18 No.**
Agric, forestry and fishing	N/A	N/A	N/A
Mining and quarrying	N/A	N/A	N/A
Manufacturing	N/A	N/A	N/A
Wholesale and retail trade	N/A	N/A	N/A
Finance, property, etc.	N/A	N/A	N/A
Govt, community and social services	N/A	N/A	N/A
Infrastructure services	N/A	N/A	N/A
Total	N/A	N/A	N/A
			T 3.11.3

Financial Performance Year 2017/18: Local Economic Development Services					R'000
Details	**Year 2016/17**	**Year 2017/18**			
	Actual	**Original Budget**	**Adjustment Budget**	**Actual**	**Variance to Budget**
Total Operational Revenue	1 060	1 125	1 500	548	37%
Expenditure:					
Employees	3 174	3 602	3 662	2 498	5%
Repairs and Maintenance	6 456	141	141	55	50%
Other	6 456	7 340	5 894	547	46%
Total Operational Expenditure	9 630	11 083	9 697	3 100	30%
Net Operational Expenditure	-8 570	-9 958	-8 197	-2 552	-29%
					T 3.11.9

Capital Expenditure Year 2017/18: Economic Development Services R' 000					
Capital Projects	**Year 2017/18**				
	Budget	**Adjustment Budget**	**Actual Expenditure**	**Variance from original budget**	**Total Project Value**
Total All	20	20	15	25%	
FURNITURE & EQUIPMENT	20	20	15	25%	

T 3.11.10

COMMENT ON LOCAL JOB OPPORTUNITIES:

The Chain stores are the biggest employers in Matatiele, especially in Matatiele Town. Commercial farms also employ many people. In the rural areas, the government is the biggest formal employer in rural areas of Matatiele. Local Economic Development Unit also assist in creating jobs opportunities through supporting SMMES and Co-operatives and create a conducive environment. Matatiele Local Municipality creates temporal jobs through Local Economic Development projects and funded projects.

The Tourism Sector and informal trading contributes to job creation in Matatiele and surrounding village. The informal trading or street trading employed more 250 jobs for street traders in Matatiele. The tourism sector also creates job opportunities for local people. Further analysis of sector contributions to the economy reveals that the agricultural and manufacturing sectors come sixth and seventh respectively.

T3.11.4

Jobs Created during Year 2017/18 by LED Initiatives (Excluding EPWP projects)				
Total Jobs created / Top 3 initiatives	**Jobs created** **No.**	**Jobs lost/displaced by other initiatives** **No.**	**Net total jobs created in year** **No.**	**Method of validating jobs created/lost**
Total (all initiatives)				
Year 2014/15	950	50	950	Data base that we get on revised statistics S.A yearly
Year 2015/16	1200	80	1200	Data base that we get on revised statistics S.A yearly
Year 2016/17	1285	135	1150	Local Economic Development unit reports
Initiative A (2017/18) **Retail Sector**	250	30	220	Eastern Cape state of the province address
				T 3.11.5

Job creation through EPWP* projects		
Details	**EPWP Projects** **No.**	**Jobs created through EPWP projects** **No.**
Year 2015/16	2	390
Year 2016/17	2	390
Year 2017/18	4	410
		T 3.11.6

Local Economic Development Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2016/17**		**Year 2017/18**			**Year 1**	**Year 3**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators **(i)**	**(ii)**	***Previous Year (iii)**	**(iv)**	***Previous Year (v)**	***Current Year (vi)**	**(vii)**	***Current Year (viii)**	***Current Year (ix)**	***Following Year (x)**
Training of SMMEs and Cooperatives in poultry management	26	N/A	N/A	N/A	26	26	26	26	30
Training of SMMEs/ Cooperatives in Supply Chain Management Process	52	N/A	N/A	N/A	52	52	52	52	52
Training of SMMEs and Cooperatives in Sewing management	26	N/A	N/A	N/A	26	26	26	26	30
Training of SMME Project Management	15	15	17	N/A	N/A	N/A	N/A	N/A	N/A
Training of SMME IN Business Management	15	15	18	N/A	N/A	N/A	N/A	N/A	N/A
Training of SMME in	10	10	12	N/A	N/A	N/A	N/A	N/A	N/A

Local Economic Development Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2016/17**		**Year 2017/18**			**Year 1**	**Year 3**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators **(i)**	**(ii)**	***Previous Year** **(iii)**	**(iv)**	***Previous Year** **(v)**	***Current Year** **(vi)**	**(vii)**	***Current Year** **(viii)**	***Current Year** **(ix)**	***Following Year** **(x)**
Financial Management									
T 3.11.7									

Employees: Local Economic Development Services					
Job Level	**Year 2016/17**	**Year 2017/18**			
	Employees **No.**	**Posts** **No.**	**Employees** **No.**	**Vacancies (fulltime equivalents)** **No.**	**Vacancies (as a % of total posts)** **%**
0 - 3	0	0	0	0	
4 - 6	1	1	1	0	
7 - 9	0	0	0	0	
10 - 12	4	4	4	0	
13 - 15	0	0	0	0	
16 - 18	2	2	2	0	
19 - 20	0	0	0	0	
Total	7	7	14	13	
T 3.11.8					

Financial Performance Year 2017/18: Local Economic Development Services					R'000
Details	**Year 2016/17**	**Year 2017/18**			
	Actual	**Original Budget**	**Adjustment Budget**	**Actual**	**Variance to Budget**
Total Operational Revenue	2,796	1 423	1 730	1 060	-63%
Expenditure:					
Employees	3,300	5 287	4 132	3 174	-38%
Repairs and Maintenance	4,889	53	53	0	0%
Other	6,743	5 256	7 049	6 456	-9%
Total Operational Expenditure	14,932	10 596	11 236	9 630	-17%
Net Operational Expenditure	-12,136	-9 173	-9 506	-8 570	-11%
.					*T 3.11.9*

Capital Expenditure Year 2017/18: Economic Development Services					R' 000
Capital Projects	**Year 2017/18**				
	Budget	**Adjustment Budget**	**Actual Expenditure**	**Variance from original budget**	**Total Project Value**
Total All	8 695	8 695	7 195	-17.25%	
Furniture & equipment	50	50	3	-80%	
Matatiele fresh produce market	2 000	2 000	2 000	0%	
Poultry abattoir	2 200	2 200	2 200	53%	
Silo facility	2 500	2 500	2 500	100%	
					T 3.11.10

COMMENT ON LOCAL ECONOMIC DEVELOPMENT PERFORMANCE OVERALL:

Matatiele Fresh Produce Market and Silo Facility are the main anchor projects that Matatiele Local Municipality has invested a lot on especially on hard infrastructure , the main objectives of the above mentioned projects are to create food security and to alleviate poverty in rural areas of Matatiele by encouraging emerging farmers to enhance production at a local level, especially fresh vegetables and grin production, these projects are forming part of Matatiele farmer production support unit that is linked to the Agri-Parks programme which is called rural industrialisation programme in simple terms.

There is also a value chain that is happening in these anchor projects like training and processing. SMMEs are beneficiaries to the initiatives that Matatiele Local Municipality has initiated like Tourism events and funding programme for local SMMEs.

T3.11.11

Component D: Community & Social services

3.12. Libraries; archives; Museums; Galleries; Community facilities; other (theatres, Zoos, ETC)

INTRODUCTION TO PUBLIC AMENITIES: LIBRARIES; ARCHIEVES; MUSEUMS; GALLERIES; COMMUNITY FACILITIES

The Public Amenities are facilities designed for community use for purposes educational, recreational /leisure, ceremonial and professional use (meetings and conferences). Key 3 service delivery priorities (a) Community development (b) Encourage and support literacy (c) Provision of recreational facilities.

In ensuring continuous utilisation of our service. A Public Amenities Plan has been developed to guide and ensure efficient administration, maintenance and management of Public Amenities. Improved relations with our Stakeholders (i.e. main users of our facilities) in order to improve and better our services.

T3.12.1

SERVICE STATISTICS FOR LIBRARIES; ARCHIVES; MUSEUMS; GALLERIES; COMMUNITY FACILITIES; OTHER (THEATRES, ZOOS, ETC)

Sports facilities are used 11 months a year, the 1 month is normally affected by off-season
Swimming pool is open during our swimming season October to April of each year.
Libraries are accessed by, pensioners, youth, scholars and professionals for internet access and study space, though scholars are not utilising this service as expected.

Museum takes pleasure in receiving school visits, scholars for research purposes and tourists.
Community Halls on month to month basis are frequently used for workshops, conferences, meetings, wedding functions, entertaining events, youth are the least users of the community halls.
Two Blocks of Public Toilets stationed in 2 busiest taxi ranks in Matatiele town, this is an ablution facility for all members of the community in town for different purposes.

T3.12.2

Libraries; Archives; Museums; Galleries; Community Facilities; Other Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2016/17**		**Year 2017/18**			**Year 1**	**Year 3**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators **(i)**	**(ii)**	***Previous Year** **(iii)**	**(iv)**	***Previous Year** **(v)**	***Current Year** **(vi)**	**(vii)**	***Current Year** **(viii)**	***Current Year** **(ix)**	***Following Year** **(x)**
Service Objective									
Plan, design and provide a sustainable human capital establishment.	Renovate One Cedarville library by 30 June 2018.	N/A	N/A	N/A	Renovate One Cedarville library by 30 June 2018.	One (1) Library renovated in Cedarville by 30 June 2018 by Onrsus Trading Enterprises.			
Plan, design and provide a sustainable human capital establishment.	Install 3 air conditioners in Matatiele (1), Cedarville (1) and Maluti (1) libraries by 30 June 2018.	N/A	N/A	N/A	Install 3 air conditioners in Matatiele (1), Cedarville (1) and Maluti (1) libraries by 30 June 2018.	(3) Aircons have been installed at Matatiele, Cedarville and Maluti Libraries by 30 June 2018 Aircons (2) in Maluti and Matatiele libraries were supplied and installed by Amamayeza Roads and Earthworks at R29, 500.00. The third aircon for Cedarville			

						library was included in the specification for renovation of the Cedarville library by Onrsus Trading Enterprises Pty (ltd) at R160, 990.00 which was paid from another segment/vote.			
Plan, design and provide a sustainable human capital establishment.	Procure 150 academic books by 30 June 2018.	N/A	N/A	N/A	Procure 150 academic books by 30 June 2018.	Procurement 150 academic books by 30 June 2018 did not take place.			
									T 3.12.3

Employees: Libraries; Archives; Museums; Galleries; Community Facilities; Other					
Job Level	Year 2016/17	Year 2017/18			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
0 - 3			11	1	
4 - 6			-	-	
7 - 9			2	2	
10 - 12			1	1	
13 - 15			-	-	
16 - 18			1	1	
19 - 20			-	-	
Total			15	5	

T 3.12.4

Financial Performance Year 2017/18: Libraries; Archives; Museums; Galleries; Community Facilities; Other					R'000
Details	Year 2016/17	Year 2017/18			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	0	0	10	41	410%
Expenditure:					
Employees	0	0	0	0	0
Repairs and Maintenance	0	0	142	144	100%
Other	0	0	825	230	28%
Total Operational Expenditure	0	0	967	374	39%
Net Operational Expenditure	0	0	-957	-333	35%

T 3.12.5

Capital Expenditure Year 2017/18: Libraries; Archives; Museums; Galleries; Community Facilities; Other R' 000					
Capital Projects	**Year 2017/18**				
	Budget	**Adjustment Budget**	**Actual Expenditure**	**Variance from original budget**	**Total Project Value**
Total All					
FURNITURE EQUIPMENT GRANT	0	160	82	0	
LIBRARY VEHICLE GRANT	0	500	0	0	
T 3.12.6					

3.13. Cemeteries' and Crematoriums

INTRODUCTION TO CEMETORIES & CREMATORIUMS
The municipality has three (3) cemeteries located in Maluti, Matatiele and Cedarville towns; ward 1, 19 & 26 respectively. The rest are situated in the rural areas. Grass cutting and other maintenance are being conducted regularly. The digging of graves is done in-house. The municipality supports Indigent communities, through provision of free graves where needed. The challenge is that there will soon be a shortage of burial site and additional land will be required to meet the high demand in the municipality.
T3.13.1

SERVICE STATISTICS FOR CEMETORIES & CREMATORIUMS
Matatiele Local Municipality services 3 cemeteries in wards 1, 19 and 26. Service provider is appointed for the maintenance and digging of graves. We bury about +- 88 people annually in these cemeteries as many others prefer to be buried in their homesteads rather than urban areas. Have allocated land for Muslim burials. There are no crematoriums currently in Matatiele.
T3.13.2

Cemeteries and Crematoriums Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2016/17**		**Year 2017/18**			**Year 1**	**Year 3**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators		***Previous Year**		***Previous Year**	***Current Year**		***Current Year**	***Current Year**	***Following Year**
(i)	**(ii)**	**(iii)**	**(iv)**	**(v)**	**(vi)**	**(vii)**	**(viii)**	**(ix)**	**(x)**
Service Objective									
Cemetery management	To provide adequate cemetery services and management	Outsource grave digging services	Digging of graves was done in-house using municipal plant	To provide adequate cemetery services and management By 30 June 2017	Digging of graves, Grass cutting and cleaning of 3 existing Cemeteries in Wards 1,19 & 26 by 30 June 2018	Cleaning of all 3 cemeteries was done and digging of graves in Maluti (Ward 1), Cedarville (Ward 26) and Matatiele (Ward 19) was done by 30 June 2018.	N/A	N/A	N/A
T 3.13.3									

Employees: Cemeteries and Crematoriums					
Job Level	2014/15	2015/16			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
0 - 3	-	-	-	-	-
4 - 6	-	-	-	-	-
7 - 9	1	1	1	0	0%
10 - 12	-	-	-	-	-
13 - 15	-	-	-	-	-
Total	1	1	1	0	0%
T 3.13.4					

3.14 Child Care; Aged Care; Social Programmes

INTRODUCTION TO CHILD CARE; AGED CARE; SOCIAL PROGRAMMES

At the centre of the response to the challenges faced by the vulnerable groups in our municipality, is the creation of mechanisms and systems that:

- Mitigate or reduce the impact of vulnerability;
- Build the capacity to withstand or cope with the conditions of vulnerability; and
- Addressing or tackling of the root causes of vulnerability such as poverty, poor governance, discrimination, inequality poor access and inadequate resources and livelihoods.
- Through the multi-sectorial partnerships and collaborated efforts, we have been able to contribute positively to the achievement of our democratic government strategic objectives of:
- Creating opportunities for young people to be empowered, to make informed decisions freely, take actions based on these decisions and accept responsibility.
- Improving the skills and capacity levels of women within our communities.
- Improving the livelihood of people with disabilities by creating opportunities for them and ensuring their integration in the broader society.
- Improving the live hood of the older persons and celebrate their positive contributions in the development of our families and society in general.
- Creating positive development of our children in an environment that enhances ensures positive development in healthy balanced families.

T3.14.1

SERVICE STATISTICS FOR CHILD CARE

In 2017/2018 the Child Care programmes coordinated by the municipality reached 10 out of the 26 Wards through cluster arrangements. There were 10 000 out of 27 000 Children under 15 reached through programmes by Department of Social Development, NGOs and the municipality.

T3.14.2

Child Care; Aged Care; Social Programmes Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2016/17**		**Year 2017/18**			**Year 1**	**Year 3**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators		***Previous Year**		***Previous Year**	***Current Year**		***Current Year**	***Current Year**	***Following Year**
(i)	**(ii)**	**(iii)**	**(iv)**	**(v)**	**(vi)**	**(vii)**	**(viii)**	**(ix)**	**(x)**
Empowered youth	4 information sharing programmes on substance abuse, teenage pregnancy and career education	Coordinate 09 Youth information sharing sessions by 30th June 2016	20 information sharing sessions conducted; sport against crime on 08 August 2016 at Ward 06, job preparedness & business awareness workshop on 15 August 2016 at Ward 26 and on 16 August 2016 at Ward 20, Scarce skills related information sharing for in-school youth in Ward 15 and on 03 November 2016 at Ward 08. In in Mangolong Community Hall-Ward 23 on 09/02/2017 and in June: 15 Wards; Wards 2, 6,7,8,12,13,15,16,17,19,20,22,24,26 and 3	4 information sharing programmes on substance abuse, teenage pregnancy and career education covering 4 Wards by June 20187	4 information sharing programmes on substance abuse, teenage pregnancy and career education covering 4 Wards by June 2018	8 sessions conducted as of: 11 September in Ward 17, 13 September in Ward 09, 15 September at Tholang S.S.S, on 18 September, on 18 September at Maluti College, on 19 September in Ward 05 and on 20 September in Ward 23.	6 information sharing programmes on substance abuse, teenage pregnancy and career education covering 4 Wards by June 2019	8 information sharing programmes on substance abuse, teenage pregnancy and career education covering 4 Wards by June 2020	6 information sharing programmes on substance abuse, teenage pregnancy and career education covering 4 Wards by June 2021

Child Care; Aged Care; Social Programmes Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2016/17**		**Year 2017/18**			**Year 1**	**Year 3**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators **(i)**	**(ii)**	***Previous Year** **(iii)**	**(iv)**	***Previous Year** **(v)**	***Current Year** **(vi)**	**(vii)**	***Current Year** **(viii)**	***Current Year** **(ix)**	***Following Year** **(x)**
						Facilitation for Matatiele Youth to attended district girls camp 27-29 Nov Youth info session held on 17 Nov at Ward 4 Pre Matric exam prayer held on 19 October			
Availability of Sports, arts, cultural and	Sport, arts, cultural or edutainment programmes	5 Empowerment Programmes for	1. Edutainment sets procured for 4 ECDCs: 4 ECDCs assisted, quarter 1: Liqalabeng Pre-	2 sport, arts or cultural programm	2 sport, arts or cultural programm	U-19 Steve Tswete games held on 16 September 2017 at	2 Empowerment Programme	5 Empowerment Programme	5 Empowerment Programme

Child Care; Aged Care; Social Programmes Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2016/17**		**Year 2017/18**			**Year 1**	**Year 3**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators		***Previous Year**		***Previous Year**	***Current Year**		***Current Year**	***Current Year**	***Following Year**
(i)	**(ii)**	**(iii)**	**(iv)**	**(v)**	**(vi)**	**(vii)**	**(viii)**	**(ix)**	**(x)**
edutainment programmes for children and youth		children by June 2016	school, Q2: Keabetsoe Pre-school,Q3: qhobosheaneng Pre-school and Q4 St Annes Pre-school 2. SALGA/Steve Tswete local games were held on 13 August 2016 at North end stadium, District games were held on 22 October 2016 at Mt Frere and provincial games were held from 29 November to 02 December 2016 in Port Elizabeth.	es by 30 June 2017	es by 30 June 2018	North end stadium and Provincial Steve Tshwete Games held on 28 Nov – 1 Dec in East London Established children forums at Sive Special School on 15 February 2018 and on 19 February 2018 at Maluti	s for children by June 2019	s for children by June 2020	s for children by June 2021

Child Care; Aged Care; Social Programmes Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2016/17**		**Year 2017/18**			**Year 1**	**Year 3**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators **(i)**	**(ii)**	***Previous Year (iii)**	**(iv)**	***Previous Year (v)**	***Current Year (vi)**	**(vii)**	***Current Year (viii)**	***Current Year (ix)**	***Following Year (x)**
						Place of safety. Hosted 1 children's council at Maluti Social Development, Place of safety on 21 June 2018			
Skilled youth	2 Bursary Holders, 20 students registered with HIL, 1 Matric Awards ceremony	Award 2 Bursaries, register 20 students with IHL 1 and register Matric Awards ceremony	36 students assisted with a registration fee to tertiary institution Facilitated payment of 6 bursary students' school fees An award ceremony was held on 21 January 2016 at Civic Centre.	4 empowerment programmes for youth by 30 June 2017	3 skills empowerment programmes for youth by 30 June 2018	Matric awards ceremony on 1 February 2018 at Civic centre Hosted Girl Learner Indaba on	4 skills empowerment programmes for youth by 30 June 2019	3 skills empowerment programmes for youth by 30 June 2020	4 skills empowerment programmes for youth by 30 June 2021

Child Care; Aged Care; Social Programmes Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2016/17**		**Year 2017/18**			**Year 1**	**Year 3**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators **(i)**	**(ii)**	***Previous Year** **(iii)**	**(iv)**	***Previous Year** **(v)**	***Current Year** **(vi)**	**(vii)**	***Current Year** **(viii)**	***Current Year** **(ix)**	***Following Year** **(x)**
						16 March 2018 at Town hall Youth indaba held on 28-29 July 2017			
Empowered women and elderly	Conduct 8 information sharing programmes on women and elderly related issues	Conduct 08 Information sharing programmes on issues affecting women and senior citizens and 1 golden games' event by 30 June 2016	Information sharing programmes on issues affecting women and senior citizen were held as follows:22 march 2017 ward 25, 28 March 2017 ward 14, 30 March 2017 ward 25, 14 march 2017 ward 21, 23 June 2017 ward 17, 24 May 2017, 18 May 2017 ward 06, 14 May 2017 ward 19, 12 April 2017 ward 12, 05 August 2016 ward 08, 25 August 2016 ward 06, 24 August 2016 ward 12, 28	6 Information sharing programmes on issues affecting women and senior citizens and 1 golden games' event by 30 June 2017	6 Information sharing programmes on issues affecting women and senior citizens and 1 golden games' event by 30 June 2018	Conducted 6 information sharing as follows: at ward 20 on the 05 April 2018 and 01 June 2018 at ward 20 14 March 2017 at ward 21 Mvenyane; on the 22 March 2017 ward	7 Information sharing programmes on issues affecting women and senior citizens and 1 golden games' event by 30 June 2019	8 Information sharing programmes on issues affecting women and senior citizens and 1 golden games' event by 30 June 2020	9 Information sharing programmes on issues affecting women and senior citizens and 1 golden games' event by 30 June 2021

Child Care; Aged Care; Social Programmes Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2016/17**		**Year 2017/18**			**Year 1**	**Year 3**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators		***Previous Year**		***Previous Year**	***Current Year**		***Current Year**	***Current Year**	***Following Year**
(i)	**(ii)**	**(iii)**	**(iv)**	**(v)**	**(vi)**	**(vii)**	**(viii)**	**(ix)**	**(x)**
			November 2016 ward 15, 16 November 2016 ward 25 and 08 December 2016 ward 20. 1 golden games' event was held on the 27 October 2016 at Thandanani stadium.			03 Masakala and on the 28 March 2017 at ward 14 Mariazell Golden Games held on 8 Nov at Ward 8			
	Assess, assist and monitor 04 women/elderly led projects	06 projects to be visited for assessment, assistance and monitoring by 30 June 2017	Projects assessed: Zizamele project on the 13 September 2016, Itikeng 10 May 2017 ward 09, Makabongwe project 25 October 2016, Mazizini Project 25 January 2017, Creative Network project 27 March 2017, 17 May 2017 ward 03, Ntataise project 06 March 2017 and	06 projects visited for assessment, assistance and monitoring by 30 June 2017	06 projects to be visited for assessment, assistance and monitoring by 30 June 2018	Projects for assessment as follows: Banoyolo elderly project at ward 12 on the 17 April 2018, mookodi old age organizatio	04 projects to be visited for assessment, assistance and monitoring by 30 June 2019	05 projects to be visited for assessment, assistance and monitoring by 30 June 2020	06 projects to be visited for assessment, assistance and monitoring by 30 June 2021

Child Care; Aged Care; Social Programmes Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2016/17**		**Year 2017/18**			**Year 1**	**Year 3**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators **(i)**	**(ii)**	***Previous Year** **(iii)**	**(iv)**	***Previous Year** **(v)**	***Current Year** **(vi)**	**(vii)**	***Current Year** **(viii)**	***Current Year** **(ix)**	***Following Year** **(x)**
			Retshepile project25 April 2017 ward 08. Assisted project: Creative network ward 18 27 March 2017, Itikeng ward 09 26 January 2017, Zizamele ward 10, Ntataise ward 01 20 June 2017, Sonwabise Project ward 03 21 June 2017and Makabongwe ward 20 27 June 2017			n at ward 01 on the 03 May 2018, Retshepile old age organization on the 10 May 2018 and Vukuzakhe Project on the 12 June 2018. Assisted 01 project as follows: 28 June 2018 at ward 18 creative network. Visited 04 projects for assessment			

Child Care; Aged Care; Social Programmes Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2016/17**		**Year 2017/18**			**Year 1**	**Year 3**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators **(i)**	**(ii)**	***Previous Year** **(iii)**	**(iv)**	***Previous Year** **(v)**	***Current Year** **(vi)**	**(vii)**	***Current Year** **(viii)**	***Current Year** **(ix)**	***Following Year** **(x)**
						as follows: Banoyolo elderly project at ward 12 on the 17 April 2018, mookodi old age organization at ward 01 on the 03 May 2018, Retshepile old age organization on the 10 May 2018 and Vukuzakhe Project on the 12 June 2018.			

Child Care; Aged Care; Social Programmes Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2016/17**		**Year 2017/18**			**Year 1**	**Year 3**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators **(i)**	**(ii)**	***Previous Year** **(iii)**	**(iv)**	***Previous Year** **(v)**	***Current Year** **(vi)**	**(vii)**	***Current Year** **(viii)**	***Current Year** **(ix)**	***Following Year** **(x)**
Emerging PWDs entrepreneurs	20 PWDs trained on different skills	20 people with disabilities to trained on different skills by 30 June 2016	35 Persons with Disabilities were assessed and 13 PWD's accepted at Enoch Sontonga centre to be trained in different skills (sewing, woodwork and welding). The training is for 6 months, they will graduate in December 2016. 12 people graduated different skills (wood-work, welding and sewing) 11 people graduated different skills (wood-work, welding and sewing) on the 29 June 2017	Conduct 4 PWDs advocacy programmes by 30 June 2017	Conduct 4 PWDs advocacy programmes by 30 June 2018	Held Disability forum meeting on the 19 March 2018 where rights and responsibilities of the forum were discussed Visited 04 projects for monitoring as follows: Phalang project ward 14 on the 24 April 2018, Itikeng poultry	Conduct 5 PWDs advocacy programmes by 30 June 2019	Conduct 6 PWDs advocacy programmes by 30 June 2020	Conduct 6 PWDs advocacy programmes by 30 June 2021

Child Care; Aged Care; Social Programmes Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2016/17**		**Year 2017/18**			**Year 1**	**Year 3**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators **(i)**	**(ii)**	***Previous Year** **(iii)**	**(iv)**	***Previous Year** **(v)**	***Current Year** **(vi)**	**(vii)**	***Current Year** **(viii)**	***Current Year** **(ix)**	***Following Year** **(x)**
						project at ward 09 on the 25 April 2018, Basadi bayayiketsetsa project at ward 02 on the 26 April 2018 and ntataise old age at ward 01 on the 14 June 2018 12 PWDs trained as off: 2 on woodwork and carpentry			

Child Care; Aged Care; Social Programmes Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2016/17**		**Year 2017/18**			**Year 1**	**Year 3**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators **(i)**	**(ii)**	***Previous Year** **(iii)**	**(iv)**	***Previous Year** **(v)**	***Current Year** **(vi)**	**(vii)**	***Current Year** **(viii)**	***Current Year** **(ix)**	***Following Year** **(x)**
						Mobilized 5 Youth PWDs be trained at Ikhwezi Lokusa on different skills Mobilized 5 Youth PWDs for driver's license skill			
Multi sectorial HIV response	8 HIV/AIDS programmes	8 HIV/AIDS response programmes coordinated by 30 June 2016	6 HCT campaign were done in different areas targeting different people. For youth an HCT campaign was done in Ingwe FET Maluti, for construction people HCT was conducted in Maluti	8 HIV/AIDS response programmes coordinated by 30 June 2017	8 HIV/AIDS response programmes coordinated by 30 June 2018	World AIDS Day held on 7 Dec 2017 at Chibini hall Condom week was conducted	8 HIV/AIDS response programmes coordinate	10 HIV/AIDS response programmes coordinate	12 HIV/AIDS response programmes coordinate

Child Care; Aged Care; Social Programmes Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2016/17**		**Year 2017/18**			**Year 1**	**Year 3**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators **(i)**	**(ii)**	***Previous Year** **(iii)**	**(iv)**	***Previous Year** **(v)**	***Current Year** **(vi)**	**(vii)**	***Current Year** **(viii)**	***Current Year** **(ix)**	***Following Year** **(x)**
			targeting Sivivana Construction workers, HCT Conducted for LGBTI. Lastly other campaigns were conducted in rural areas targeting different aged group. HCT campaigns conducted in Wards1, 20, 19 & 26 Sports Heroes walk against AIDS conducted on Dec 6th 2016. Condom week commemoration 15, 16 and 17 February 2017. Candle light memorial day at ward 24 25 May 2017 and TB day at ward 03 05 April 2017			in ward 07 at Sifolweni village on the 28 February 2018 4 LAC meetings held as off: LAC replaced by PLHIV summit on 29 August 2017 LAC held on 7 Nov in Maluti LAC meeting	d by 30 June 2019	d by 30 June 2020	d by 30 June 2021

Child Care; Aged Care; Social Programmes Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2016/17**		**Year 2017/18**			**Year 1**	**Year 3**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators **(i)**	**(ii)**	***Previous Year** **(iii)**	**(iv)**	***Previous Year** **(v)**	***Current Year** **(vi)**	**(vii)**	***Current Year** **(viii)**	***Current Year** **(ix)**	***Following Year** **(x)**
			3 LAC meetings held as off: 21 September 2016. The purpose of the meeting was to afford the stakeholders to report on their previous quarter's activities and their plan for the coming quarter. LAC meeting held at Council Chamber in October 2016, 16 March 2017 and 28 June 2017.			was conducted on the 31 January 2018 LAC meeting was held on 17 May 2018 at council chamber Preparations made for IACT training scheduled to be conducted from 18 to 22 Sept at Ward 8			

Child Care; Aged Care; Social Programmes Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2016/17**		**Year 2017/18**			**Year 1**	**Year 3**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators **(i)**	**(ii)**	***Previous Year** **(iii)**	**(iv)**	***Previous Year** **(v)**	***Current Year** **(vi)**	**(vii)**	***Current Year** **(viii)**	***Current Year** **(ix)**	***Following Year** **(x)**
						Two HIV support group were assisted with working tool: thusanang & Masilakhe support group 1 Fubane support group was assisted with 2 first aid kit and seedlings			
T 3.14.3									

Employees: Child Care; Aged Care; Social Programmes					
Job Level	Year 2016/17	Year 2017/18			
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
0 - 3	-	-	-	-	-
4 - 6	-	-	-	-	-
7 - 9	-	-	-	-	-
10 - 12	3	4	3	1	25%
13 - 15	-	-	-	-	-
16 - 18	1	1	1	0	0%
19 - 20	-	-	-	-	-
Total	4	5	4	1	20%
T 3.14.4					

Financial Performance Year 2017/18: Child Care; Aged Care; Social Programmes					
Details	Year 2016/17	Year 2017/18			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	0	2 780	0	0	0%
Expenditure:					
Employees	16 070	3 601	3 369	3 252	10%
Repairs and Maintenance	18	255	275	273	-10%
Other	2 756	2 856	2 836	1 912	30%
Total Operational Expenditure	0	6 712	6 479	5 437	20%
Net Operational Expenditure	0	-3 932	6 479	5 437	-140%
T 3.14.5					

Capital Expenditure Year 2017/18: Child Care; Aged Care; Social Programmes					
Capital Projects	Year 2017/18				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	619	239	125		
Laptops	39	39	27	30%	
Audio Visual Screens	200	580	98	18%	
Advertising signboards	0	0	0	0%	
Electronic billboards	380	0	0	0%	
T 3.14.6					

COMMENT ON THE PERFORMANCE OF CHILD CARE; AGED CARE; SOCIAL PROGRAMMES OVERALL:

Laptops: All three Senior Officer within the Special Programmes unit were to upgrade their laptops. This was done in order to boost their productivity and effectiveness. Two out of three laptops were purchased for the Youth & Children Officer and Gender and Elderly Officer. This was due to the delays in the recruitment process of the HIV & PWD Senior Officer. The Officer has since been hired and a new laptop will be purchased for her.

Audio Visual screens: The target was to procure 3 audio visual screens for all municipal offices. This was done in order to showcase the opportunities that exist within and outside the municipality for designated groups. Two screens were procured and the remaining amount was to be adjusted onto the electronic billboard budget.

Advertising signboards: no budget resulted to no action. The project will be budgeted for in FY2018/19. Electronic billboard: The aim of the electronic billboard is to spread educational messages about teenage pregnancy, substance abuse, HIV & AIDS etc. The project was advertised twice in FY17/18 and was irresponsive. The plan is to utilize street advertising poles and make use of the existing outdoor billboards to achieve to share critical messages with the communities.

T3.14.7

Component E: Environmental protection

3.15. Pollution control

INTRODUCTION TO POLLUTION CONTROL

The programmes on pollution control; biodiversity and landscape; and coastal protection are done by ANDM and DEA.

SERVICE STATISTICS FOR POLLUTION CONTROL									
Pollution Control Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2017/18**		**Year 1**			**Year 2**	**Year 3**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators **(i)**	**(ii)**	***Previous Year** **(iii)**	**(iv)**	***Previous Year** **(v)**	***Current Year** **(vi)**	**(vii)**	***Current Year** **(viii)**	***Current Year** **(ix)**	***Following Year** **(x)**
Service Objective xxx									
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
T 3.15.3									

Employees: Pollution Control					
Job Level	Year 2016/17	Year 2017/18			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
0 - 3	N/A	N/A	N/A	N/A	N/A
4 - 6	N/A	N/A	N/A	N/A	N/A
7 - 9	N/A	N/A	N/A	N/A	N/A
10 - 12	N/A	N/A	N/A	N/A	N/A
13 - 15	N/A	N/A	N/A	N/A	N/A
16 - 18	N/A	N/A	N/A	N/A	N/A
19 - 20	N/A	N/A	N/A	N/A	N/A
Total	N/A	N/A	N/A	N/A	N/A
					T 3.15.4

Financial Performance Year 2017/18: Pollution Control R'000					
Details	Year 2016/17	Year 2017/18			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	N/A	N/A	N/A	N/A	N/A
Expenditure:	N/A	N/A	N/A	N/A	N/A
Employees	N/A	N/A	N/A	N/A	N/A
Repairs and Maintenance	N/A	N/A	N/A	N/A	N/A
Other	N/A	N/A	N/A	N/A	N/A
Total Operational Expenditure	N/A	N/A	N/A	N/A	N/A
Net Operational Expenditure	N/A	N/A	N/A	N/A	N/A
					T 3.15.5

Capital Expenditure Year 2017/18: Pollution Control R' 000					
Capital Projects	**Year 2017/18**				
	Budget	**Adjustment Budget**	**Actual Expenditure**	**Variance from original budget**	**Total Project Value**
Total All	N/A	N/A	N/A	N/A	N/A
Project A	N/A	N/A	N/A	N/A	N/A
Project B	N/A	N/A	N/A	N/A	N/A
Project C	N/A	N/A	N/A	N/A	N/A
Project D	N/A	N/A	N/A	N/A	N/A
					T 3.15.6

3.16. Bio-Diversity; Landscape (incl. Open Space); and other (e.g. Coastal protection)

The Matatiele Local Municipality is the presiding authority over 4800 ha of Nature Reserve; viz. Mountain Lake and Wilfred Bauer. The Reserve boasts with an array of Grassland Biome wildlife which include Burch ell's Zebra, Blue Wildebeest, Red Hartebeest, Blesbok, Mountain & Common Reedbuck, as well as other small vertebrates and invertebrates' species.

The reserves were established in 2007 as means to preserve the mountain water catchment and rare escarpment biodiversity which was previously threatened by human activities.

The Municipality has over 41 560 ha of wetlands feeding the upper Umzimvubu catchment. Local NGO's in partnership with the District & Local Municipality and the Maloti Drakensberg Transfrontier Programme (MDTP) are working together in various programmes that assist in restoring the natural grassland landscape. Some of the Rangeland management/ restoration processes includes; Alien Plant Clearing, Erosion Control, ongoing Community Awareness Programme and Fire management strategies.

Component F: Health

3.17. Clinics

Department of Health is the custodian of clinics in Matatiele.

Service Data for Clinics					
	Details	**Year 2015/16**	**Year 2016/17**		**Year 2017/18**
		Actual No.	**Estimate No.**	**Actual No.**	**Estimate No.**
1	Average number of Patient visits on an average day	N/A	N/A	N/A	N/A
2	Total Medical Staff available on an average day	N/A	N/A	N/A	N/A
3	Average Patient waiting time	N/A	N/A	N/A	N/A
4	Number of HIV/AIDS tests undertaken in the year	N/A	N/A	N/A	N/A
5	Number of tests in 4 above that proved positive	N/A	N/A	N/A	N/A
6	Number of children that are immunised at under 1 year of age	N/A	N/A	N/A	N/A
7	Child immunisation s above compared with the child population under 1 year of age	N/A	N/A	N/A	N/A
T 3.17.2					

Clinics Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2017/18**		**Year 1**			**Year 2**	**Year 3**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators **(i)**		***Previous Year** **(iii)**	**(iv)**	***Previous Year** **(v)**	***Current Year** **(vi)**	**(vii)**	***Current Year** **(viii)**	***Current Year** **(ix)**	***Following Year** **(x)**
Service Objective xxx									
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
T 3.17.3									

Employees: Clinics					
Job Level	**Year 2016/17**	**Year 2017/18**			
	No.	**No.**	**No.**	**No.**	**%**
0 - 3	N/A	N/A	N/A	N/A	N/A
4 - 6	N/A	N/A	N/A	N/A	N/A
7 - 9	N/A	N/A	N/A	N/A	N/A
10 - 12	N/A	N/A	N/A	N/A	N/A
13 - 15	N/A	N/A	N/A	N/A	N/A
16 - 18	N/A	N/A	N/A	N/A	N/A
19 - 20	N/A	N/A	N/A	N/A	N/A
Total	N/A	N/A	N/A	N/A	N/A
T 3.17.4					

Financial Performance Year 2017/18: Clinics R'000					
Details	**Year 2016/17**	**Year 2017/18**			
	Actual	**Original Budget**	**Adjustment Budget**	**Actual**	**Variance to Budget**
Total Operational Revenue	N/A	N/A	N/A	N/A	N/A
Expenditure:	N/A	N/A	N/A	N/A	N/A
Employees	N/A	N/A	N/A	N/A	N/A
Repairs and Maintenance	N/A	N/A	N/A	N/A	N/A
Other	N/A	N/A	N/A	N/A	N/A
Total Operational Expenditure	N/A	N/A	N/A	N/A	N/A
Net Operational Expenditure	N/A	N/A	N/A	N/A	N/A
					T 3.17.5

Capital Expenditure Year 2017/18: Clinics R' 000					
Capital Projects	**Year 2017/18**				
	Budget	**Adjustment Budget**	**Actual Expenditure**	**Variance from original budget**	**Total Project Value**
Total All	N/A	N/A	N/A	N/A	N/A
Project A	N/A	N/A	N/A	N/A	N/A
Project B	N/A	N/A	N/A	N/A	N/A
					T 3.17.6

3.18. Ambulance Services

The Department of Health is the custodian of the Ambulance Services.

Ambulance Service Data					
	Details	**Year 2015/16**	**Year 2016/17**		**Year 2017/18**
		Actual No.	**Estimate No.**	**Actual No.**	**Estimate No.**
1	Number of patients taken to medical facilities during the year	N/A	N/A	N/A	N/A
2	Average time from emergency call to arrival at the patient - in urban areas	N/A	N/A	N/A	N/A
3	Average time from emergency call to arrival at the patient - in rural areas	N/A	N/A	N/A	N/A
4	Average time from emergency call to the transportation of patient to a medical facility - in urban areas	N/A	N/A	N/A	N/A
5	Average time from emergency call to the transportation of patient to a medical facility - in rural areas	N/A	N/A	N/A	N/A
6	No. ambulance	N/A	N/A	N/A	N/A
7	No. paramedics	N/A	N/A	N/A	N/A
					T 3.18.2

Ambulances Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2016/17**		**Year 2017/18**			**Year 1**	**Year 3**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators		***Previous Year**		***Previous Year**	***Current Year**		***Current Year**	***Current Year**	***Following Year**
(i)	**(ii)**	**(iii)**	**(iv)**	**(v)**	**(vi)**	**(vii)**	**(viii)**	**(ix)**	**(x)**
Service Objective xxx									
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
									T 3.18.3

Employees: Ambulances					
Job Level	Year 2016/17	Year 2017/18			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
0 - 3	N/A	N/A	N/A	N/A	N/A
4 - 6	N/A	N/A	N/A	N/A	N/A
7 - 9	N/A	N/A	N/A	N/A	N/A
10 - 12	N/A	N/A	N/A	N/A	N/A
13 - 15	N/A	N/A	N/A	N/A	N/A
16 - 18	N/A	N/A	N/A	N/A	N/A
19 - 20	N/A	N/A	N/A	N/A	N/A
Total	N/A	N/A	N/A	N/A	N/A
T 3.18.4					

Financial Performance Year 2017/18: Ambulances R'000					
Details	Year 2016/17	Year 2017/18			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	N/A	N/A	N/A	N/A	N/A
Expenditure:	N/A	N/A	N/A	N/A	N/A
Employees	N/A	N/A	N/A	N/A	N/A
Repairs and Maintenance	N/A	N/A	N/A	N/A	N/A
Other	N/A	N/A	N/A	N/A	N/A
Total Operational Expenditure	N/A	N/A	N/A	N/A	N/A
Net Operational Expenditure	N/A	N/A	N/A	N/A	N/A
T 3.18.5					

Capital Expenditure Year 2017/18: Ambulances R' 000					
Capital Projects	**Year 2017/18**				
	Budget	**Adjustment Budget**	**Actual Expenditure**	**Variance from original budget**	**Total Project Value**
Total All	N/A	N/A	N/A	N/A	N/A
Project A	N/A	N/A	N/A	N/A	N/A
Project B	N/A	N/A	N/A	N/A	N/A
					T 3.18.6

3.19. Health Inspection; Food and Abattoir Licensing and Inspection; etc.

The health inspections are done by Alfred Nzo district municipality.

SERVICE STATISTICS FOR HEALTH INSPECTION, Etc.

Health Inspection and Etc. Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2015/16**		**Year2016/17**			**Year 2017/18**	**Year 2018/19**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators **(i)**	**(ii)**	***Previous Year** **(iii)**	**(iv)**	***Previous Year** **(v)**	***Current Year** **(vi)**	**(vii)**	***Current Year** **(viii)**	***Current Year** **(ix)**	***Following Year** **(x)**
Service Objective xxx									
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

SERVICE STATISTICS FOR HEALTH INSPECTION, Etc.

Health Inspection and Etc. Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2015/16**		**Year2016/17**			**Year 2017/18**	**Year 2018/19**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators **(i)**	**(ii)**	***Previous Year (iii)**	**(iv)**	***Previous Year (v)**	***Current Year (vi)**	**(vii)**	***Current Year (viii)**	***Current Year (ix)**	***Following Year (x)**
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
T 3.19.3									

Employees: Health Inspection and Etc.					
Job Level	**Year 2015/16**	**Year 2016/17**			
	Employees **No.**	**Posts** **No.**	**Employees** **No.**	**Vacancies (fulltime equivalents)** **No.**	**Vacancies (as a % of total posts)** **%**
0 - 3	N/A	N/A	N/A	N/A	N/A
4 - 6	N/A	N/A	N/A	N/A	N/A
7 - 9	N/A	N/A	N/A	N/A	N/A
10 - 12	N/A	N/A	N/A	N/A	N/A
13 - 15	N/A	N/A	N/A	N/A	N/A
16 - 18	N/A	N/A	N/A	N/A	N/A
19 - 20	N/A	N/A	N/A	N/A	N/A

Employees: Health Inspection and Etc.					
Job Level	Year 2015/16	Year 2016/17			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
Total	N/A	N/A	N/A	N/A	N/A
T 3.19.4					

Financial Performance Year 2017/18: Health Inspection and Etc. R'000					
Details	**Year 2016/17**	**Year 2017/18**			
	Actual	**Original Budget**	**Adjustment Budget**	**Actual**	**Variance to Budget**
Total Operational Revenue	N/A	N/A	N/A	N/A	N/A
Expenditure:	N/A	N/A	N/A	N/A	N/A
Employees	N/A	N/A	N/A	N/A	N/A
Repairs and Maintenance	N/A	N/A	N/A	N/A	N/A
Other	N/A	N/A	N/A	N/A	N/A
Total Operational Expenditure	N/A	N/A	N/A	N/A	N/A
Net Operational Expenditure	N/A	N/A	N/A	N/A	N/A
T 3.19.5					

Capital Expenditure Year 2017/18: Health Inspection and Etc. R' 000					
Capital Projects	**Year 2017/18**				
	Budget	**Adjustment Budget**	**Actual Expenditure**	**Variance from original budget**	**Total Project Value**
Total All	N/A	N/A	N/A	N/A	N/A
Project A	N/A	N/A	N/A	N/A	N/A
Project B	N/A	N/A	N/A	N/A	N/A
Project C	N/A	N/A	N/A	N/A	N/A
Project D	N/A	N/A	N/A	N/A	N/A
T 3.19.6					

Component G: Security and Safety

INTRODUCTION TO SECURITY AND SAFETY

The Public Safety Unit of Matatiele Local Municipality consists of four sub-units namely:
1. Fire Station and Disaster Management Services
2. Traffic and Law Enforcement Services
3. Licensing Services
The service area covers 26 wards which includes Matatiele CBD and both Maluti and Cedarville suburban areas.

T3.20.0

3.20. Police

INTRODUCTION TO POLICE

Matatiele Local Municipality has an established Traffic and Law Enforcement Service. Under the service, by-Law enforcement and traffic law enforcement services are provided. The department runs two traffic law enforcement shifts per day and on straight shift by-law enforcement shift:
• Road Safety Education campaigns are conducted,
• Traffic control at peak traffic hours is done,
• Traffic Laws and Regulations are enforced and
• Municipal By-Law are enforced.

T3.20.1

Traffic Police Service Data					
	Details	**Year 2016/17**	**Year 2017/18**		**Year 1**
		Actual No.	**Estimate No.**	**Actual No.**	**Estimate No.**
1	Number of road traffic accidents during the year	0	0	66	62
2	Number of by-law infringements attended	0	100	49	50
3	Number of police officers in the field on an average day	16	16	16	16
4	Number of police officers on duty on an average day	22	22	22	22

T3.20.2

Police Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2016/17**		**Year 2017/18**			**Year 1**	**Year 3**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators **(i)**	**(ii)**	***Previous Year** **(iii)**	**(iv)**	***Previous Year** **(v)**	***Current Year** **(vi)**	**(vii)**	***Current Year** **(viii)**	***Current Year** **(ix)**	***Following Year** **(x)**
Service Objective									
Improve Road traffic safety and access to traffic licensing services	Reduction of Road Traffic crashes by 5% year on year	5% reduction of MVA	5% reduction of MVA	5% reduction of MVA	5% reduction of MVA	5% reduction of MVA	5% reduction of MVA	5% reduction of MVA	5% reduction of MVA

T 3.20.3

Employees: Police Officers					
Job Level	**Year 2016/17**	**Year 2017/18**			
Police Administrators	**Employees No.**	**Posts No.**	**Employees No.**	**Vacancies (fulltime equivalents) No.**	**Vacancies (as a % of total posts) %**
Chief Police Officer & Deputy	2	2	2	0	0%
Other Police Officers					
0 - 3					0%
4 - 6					0%
7 - 9	13	13	13	0	0%
10 - 12	10	12	10	2	16%
13 - 15					0%
16 - 18					%
19 - 20					%
Total	25	27	25	2	7%
.					*T 3.20.4*

Financial Performance Year 2017/18: Transport Services					
Details	**R'000**				
	Year 2016/17	**Year 2017/18**			
	Actual	**Original Budget**	**Adjustment Budget**	**Actual**	**Variance to Budget**
Total Operational Revenue		4 299	4 299	4 327	-1%
Expenditure:					
Employees		12 750	12 970	12 897	-1%
Repairs and Maintenance		399	399	343	14%
Other		1 231	1 191	514	60%
Total Operational Expenditure		14 380	14 560	13 754	-24%
Net Operational Expenditure		-10 081	-10 261	-9 427	-24%
					T 3.20.5

Capital Expenditure Year 2017/18: Transport Services R' 000					
Capital Projects	**Year 2017/18**				
	Budget	**Adjustment Budget**	**Actual Expenditure**	**Variance from original budget**	**Total Project Value**
Total All					
Traffic Management system software	200	250	0	80%	
MOTOR CYCLE TESTING EQUIPMENT		50	0	0%	
PRINTERS X 3	120	120	0	100%	
PUBLIC SAFETY CANOPY	39	39	15	62%	
Laptops x3	105	105	64	39%	
T 3.20.6					

COMMENT ON THE PERFORMANCE OF POLICE OVERALL:

The overall performance of Matatiele Local Municipality's law enforcement unit has been good except for several service delivery protests experienced as a result of bad road conditions.

T.3.20.7

3.21 Fire

INTRODUCTION TO FIRE SERVICES

Municipality Local Municipality operates one fire station based in Matatiele CBD. The service consists of one platoon composed of four fire fighters and one supervisor. The crew also doubles as disaster officials for the institution disaster service.

For augment the service, the municipality collaborate with Alfred Nzo District Municipality and Work on Fire. Alfred Nzo district municipality operates a fire station and disaster management center at Maluti and Working on Fire has three operation bases, one in Matatiele CBD, one in Cedarville and one in Thaba Chicha.

T3.21.1

Metropolitan Fire Service Data					
	Details	**Year 2016/17**	**Year 2017/18**		**Year 1**
		Actual No.	**Estimate No.**	**Actual No.**	**Estimate No.**
1	Total fires attended in the year	0	0	102	50
2	Total of other incidents attended in the year	0	0	04	5
3	Average turnout time - urban areas	10	10	10	5
4	Average turnout time - rural areas	30	30	30	20
5	Fire fighters in post at year end	5	10	5	12
6	Total fire appliances at year end	1	3	1	3
7	Average number of appliance off the road during the year				
T 3.21.2					

Concerning T3.21.2

The average turnout time as shown on the table has been consistent throughout. This is because of the two terrain nature of Matatiele namely: urban and mostly tarred roads and rural, remote and gravel roads.

T3.21.2.1

Fire Service Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2016/17**		**Year 2017/18**			**Year 1**	**Year 3**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators **(i)**	**(ii)**	***Previous Year (iii)**	**(iv)**	***Previous Year (v)**	***Current Year (vi)**	**(vii)**	***Current Year (viii)**	***Current Year (ix)**	***Following Year (x)**
Service Objective									
Firefighting services	To establish 20km of fire breaks in Matatiele Nature Reserve	100%	100%	100%	100%	100% (104)	100%	100%	100%

T 3.21.3

Employees: Fire Services					
Job Level	**Year 2016/17**	**Year 2017/18**			
Fire Fighters / **Administrators**	**Employees** **No.**	**Posts** **No.**	**Employees** **No.**	**Vacancies (fulltime equivalents)** **No.**	**Vacancies (as a % of total posts)** **%**
Chief Fire Officer & Deputy	0	0	0	0	
Other Fire Officers	0	0	0	0	0
0 - 3	0	0	0	0	0%
4 - 6	0	0	0	0	0%
7 - 9	4	4	4	0	0%
10 - 12	1	1	1	0	0%
13 - 15					0%
16 - 18					0%
19 - 20					0%
Total	5	5	5	0	0%
T 3.21.4					

COMMENT ON THE PERFORMANCE OF FIRE SERVICES OVERALL:

The objective of Matatiele fire services is to improve provision of emergency services. Unfortunately due to lack of equipment, the overall performance of the municipality in this area has been unsatisfactory. The sub-unit has no rapid response vehicle and has only one fire engine that is not adequately equipped to deal with both the urban infrastructure and the rural terrain of Matatiele.

T3.21.7

3.22 Other (disaster management, animal licencing and control, control of public nuisances and other)

INTRODUCTION TO DISASTER MANAGEMENT, ANIMAL LICENCING AND CONTROL, CONTROL OF PUBLIC NUISANCES, ETC

1. Matatiele Local Municipality provides disaster risk management services under Alfred Nzo District Municipality's Disaster Management Centre in Maluti. In collaboration with the district municipality, disaster impact and risk is assessed and in collaboration public sector departments and other local based non-government organization, emergency relief is provided. Fire and disaster awareness campaigns are also conducted in collaboration the aforementioned parties.

2. Matatiele Local Municipality has 26 gazzetted by-laws. These by-laws are enforced daily on an ongoing basis.

T3.22.1

Disaster Management, Animal Licensing and Control, Control of Public Nuisances, Etc. Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2017/18**		**Year 1**			**Year 2**	**Year 3**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators **(i)**	**(ii)**	***Previous Year (iii)**	**(iv)**	***Previous Year (v)**	***Current Year (vi)**	**(vii)**	***Current Year (viii)**	***Current Year (ix)**	***Following Year (x)**
Service Objective									
Disaster Management Services	To provide immediate response when fire, disaster and accidents occur	100%		100%	100%	Conducted 16 fire and disaster awareness campaigns by 30 June 2018.	100%	100%	100%

T 3.22.3

COMMENT ON THE PERFORMANCE OF DISASTER MANAGEMENT, ANIMAL LICENCING AND CONTROL OF PUBLIC NUISANCES, ETC OVERALL:

Matatiele Local Municipality has not performed well on disaster management services due having no disaster management center of its own. Plans are in place to the disaster management center in place.

T3.22.7

Component H: Sport and Recreation

3.23. Sport and recreation

SERVICE STATISTICS FOR SPORT AND RECREATION

These services are done by DSRAC. The municipality owns sports fields and utilises them for Practices and Matches. Our sport facilities are utilised throughout the year for community members.

T3.23.1

Sport and Recreation Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2017/18**		**Year 1**			**Year 2**	**Year 3**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators **(I)**		***Previous Year** **(iii)**	**(iv)**	***Previous Year** **(v)**	***Current Year** **(vi)**	**(vii)**	***Current Year** **(viii)**	***Current Year** **(ix)**	***Following Year** **(x)**
	(ii)								
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

T 3.23.2

Employees: Sport and Recreation					
Job Level	**Year 2016/17**	**Year 2017/18**			
	Employees	**Posts**	**Employees**	**Vacancies (fulltime equivalents)**	**Vacancies (as a % of total posts)**
	No.	**No.**	**No.**	**No.**	**%**
0 - 3	N/A	N/A	N/A	N/A	N/A
4 - 6	N/A	N/A	N/A	N/A	N/A
7 - 9	N/A	N/A	N/A	N/A	N/A
10 - 12	N/A	N/A	N/A	N/A	N/A
13 - 15	N/A	N/A	N/A	N/A	N/A
16 - 18	N/A	N/A	N/A	N/A	N/A

T 3.23.3

Financial Performance Year 2017/18: Sport and Recreation R'000					
Details	**Year 2016/17**	**Year 2017/18**			
	Actual	**Original Budget**	**Adjustment Budget**	**Actual**	**Variance to Budget**
Total Operational Revenue	N/A	N/A	N/A	N/A	N/A
Expenditure:	N/A	N/A	N/A	N/A	N/A
Employees	N/A	N/A	N/A	N/A	N/A
Repairs and Maintenance	N/A	N/A	N/A	N/A	N/A
Other	N/A	N/A	N/A	N/A	N/A
Total Operational Expenditure	N/A	N/A	N/A	N/A	N/A
Net Operational Expenditure	N/A	N/A	N/A	N/A	N/A
					T 3.23.4

Capital Expenditure Year 2017/18: Sport and Recreation R' 000					
Capital Projects	**Year 2017/18**				
	Budget	**Adjustment Budget**	**Actual Expenditure**	**Variance from original budget**	**Total Project Value**
Total All	N/A	N/A	N/A	N/A	
Project A	N/A	N/A	N/A	N/A	N/A
Project B	N/A	N/A	N/A	N/A	N/A
					T 3.23.5

Component I: Corporate policy offices and other services

3.24. Executive and council

Financial Performance Year 2017/18: The Executive and Council R'000					
Details	**Year 2016/17**	**Year 2017/18**			
	Actual	**Original Budget**	**Adjustment Budget**	**Actual**	**Variance to Budget**
Total Operational Revenue	2 233	0	0	0	0%
Expenditure:					
Employees	24 203	21 393	2 590	21 303	0.03%
Repairs and Maintenance	12 503	270	270	119	56%
Other	12 503	6 178	24 982	3 904	0.1%
Total Operational Expenditure	36 706	278	27 841	253	0%

Net Operational Expenditure	34 473	-278	-27 841	253	-0%

T 3.24.5

Capital Expenditure Year 2017/18: The Executive and Council R' 000					
Capital Projects	**Year 2017/18**				
	Budget	**Adjustment Budget**	**Actual Expenditure**	**Variance from original budget**	**Total Project Value**
Total All					
TRAFFIC MANAGEMENT SYSTEM SOFWARE	0	250	0	0%	
OFFICE FURNUTURE EQUIPMENT	0	50	1	-0.02	
MOTOR CYCLE TESTING EQUIPMENT	0	50	0	0%	
PRINTERS X 3	0	120	0	0%	
PUBLIC SAFETY CANOPY	0	39	15	-0.4%	
LAPTOPS X3	0	105	64	-61%	
					T 3.24.6

3.25. Financial Services

Debt Recovery R' 000							
Details of the types of account raised and recovered	**2016/17**		**2017/18**			**2018/19**	
	Actual for accounts billed in year	**Proportion of accounts value billed that were collected in the year %**	**Billed in Year**	**Actual for accounts billed in year**	**Proportion of accounts value billed that were collected %**	**Estimated outturn for accounts billed in year**	**Estimated Proportion of accounts billed that were collected %**
Property Rates	25 919	71%	52 204	25 727	51%	25 727	51%
Electricity - B	47 493	95%	47 970	48 636	98%	48 626	98%
Electricity - C	-	-	-	-	-	-	-
Water - B	-	-	-	-	-	-	-
Water - C	-	-	-	-	-	-	-
Sanitation	-	-	-	-	-	-	-
Refuse	8 675	107%	8 482	9 450	88.6%	9 450	88.6%
Other	26 584	251%	19 517	35 367	180%	35 367	180%
T 3.25.2							

Financial Performance Year 2017/18: Financial Services R'000					
Details	Year 2016/17	Year 2017/18			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	216 790	271 773	212 175	232 576	0.18%
Expenditure:					
Employees	15 327	17 749	6 190	17 178	0.09%
Repairs and Maintenance		443	170	50	2.31%
Other	53 172	25 610	4 230	46 162	-4.86%
Total Operational Expenditure	68 499	438	10 591	51 204	-4.8%
Net Operational Expenditure	148 291	2 713	201 584	142 830	-0.70%
T 3.25.5					

Capital Expenditure Year 2017/18: Financial Services R' 000					
Capital Projects	Year 2017/18				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All					
FURNITURE OFFICE EQUIPMENT	51	50	0	102%	
Smart Metering	999	0	0	0%	
Laptops 3	75	0	0	0%	
FURNUTURE EQUIPMENT	143	0	0	0%	
BULK FILING CABINETS	300	0	0	0%	
REVALUATION COST			79 694		
T 3.25.6					

3.26. Human Resource Services

INTRODUCTION TO HUMAN RESOURCE SERVICES

INTRODUCTORY COMMENTS

The Municipality is required in terms of Basic Conditions of Employment Act and Regulations (Act 75 of 1997) and Labour Relations Act and its Regulations to conduct recruitment and selection processes in a transparent and fair manner. In addition The Municipality is required in terms of Basic Conditions of Employment Act and Regulations (Act 75 of 1997) and the South African Local Government Bargaining Council Main Collective Agreement. Furthermore the Labour Relations Act and its Regulations (Act 66 of 1995) stipulates that the municipality must conduct and implement a fair Labour Relations practices within the Municipality and to maintain employer and employee relations. Moreover the Municipality is required in terms of Skills Development Act and Regulations 97 of 1998 and Employment Equity Act to conduct skills audit and also to implement a comprehensive Skills Development Programme. The Municipality is required in terms of the Occupational Health and Safety Act (85 of 1993) and its Regulations

PRIORITIES

Priority: Recruitment and Selection, Labour/ Employee Relations Management, Human Resources Development and Occupational Health and Safety:

IMPACT: Attraction and retention of quality Human Capital, Sound maintenance and Satisfaction of employees. Sound maintenance of discipline in the workplace. Capacity building for employees and Councillors. Empowerment of youth for the communities. Healthy and Safe work environment

MEASURES TAKEN TO IMPROVE PERFORMANCE

Reviewed the Municipality's Employment Policy including the reviewal of the Staff Establishment / Organogram so as to be in line with the strategic needs of the Municipality and conducted recruitment and selection based on budgeted posts in the staff establishment. Membership of Employees to pension, retirement and provident Funds has been verified through submission of membership forms. Monthly capturing of leave days taken by employees on the system.

Reviewed Labour Relations Policy, developed a calendar of meetings for the Local Labour Forum as well as fostering the sitting of the Local Labour Forum and maintained discipline in the workplace in compliance with the South African Local Government Bargaining Council (SALGBC) collective agreement on disciplinary code and procedure. Conducted Skills Audit, Developed and implemented the Work Place Skills Plan, Developed and implemented Training Plan and offered financial Study Assistance to employees. Deployment of the services of the Health and Safety service provider

EFFICIENCIES ACHIEVED BY HR SERVICE

Advertisements have been issued and competent Staff have been employed so as to meet the objectives of the Municipality in terms of the Service Delivery and Budget Implementation Plan (SDBIP). All pension, retirement and provident fund contributions have been paid over and payment schedules reflecting deductions have been submitted on time. Correct annual leave balances on the system and salary advices / pay-slips. Local Labour Forum (LLF) is in place. Number of LLF meetings: Number of Disciplinary Hearings, Skills Programmes, Study Assistance, On the Job Training, Learnerships Offered to Employees and Councilors. Training Committee is in place. Establishment of Health and Safety Committee and Training of OHS Committee Members. Two employee Safety and wellness programmes were held and two awareness programmes

T3.26.1

SERVICE STATISTICS FOR HUMAN RESOURCE SERVICES

There was a total of four hundred and forty - six (446) members of the MLM that includes seven trainees (five under apprenticeship (Electrical), and two from Human Settlement (Graduate Interns) during and as at the end of the year under review.

Councillors – 51; Traditional Leaders – 10; Permanent – 274; Fixed – term Contract (Management + other) – 32; Temporary/Short–term – 09; Part-time Clerks – 26; Interns (MLM + Treasury) – 21; Other Trainees – 07; In-service Trainees – 16; **Total = 446.**

T3.26.2

Human Resource Services Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2016/17 2016/2017**		**Year 2017/18 2017/2018**			**Year 1**	**Year 3**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators		***Previous Year**		***Previous Year**	***Current Year**		***Current Year**	***Current Year**	***Following Year**
(i)	**(ii)**	**(iii)**	**(iv)**	**(v)**	**(vi)**	**(vii)**	**(viii)**	**(ix)**	**(x)**
Service Objective									
Approval of the staff establishment	Approval of the 2017/18 reviewed Staff Establishment by 30 June 2018.	Approval of a Staff Establishment by 30 June 2017	Staff establishment was approved on 28 April 2017. Placement process for thirty-five (35) positions (with warm bodies) were identified as displaced in terms of the staff establishment adopted in May 2016, and placement process was conducted and finalized in November 2016.	Approval of a Staff Establishment by 30 June 2017	Approval of the 2017/18 reviewed Staff Establishment by 30 June 2018.	Placement process for Forty -nine (49) positions *(with warm bodies)* were identified as displaced in terms of the staff establishment adopted in May 2017, and placement process was conducted and finalized on 31 July 2017. The strategic workshop of the Municipality was held on 4 – 8 February 2018 The reviewed Municipal Staff Establishment for the year 2018/2019 was presented to the LLF on 06 March,			

						Corporate Services STANCO on 18/04/2018, Exco on 20 & 25/04 and also to Council on 26/04/2018, and was adopted by Council, as per Resolution Number CR 350/26/04/2018.			
Training interventions	Twenty (20) training programmes coordinated by 30 June 2018.	Twenty (20) training programs to be rolled out by 30 June 2017	A total number of (24) Twenty-four training interventions were coordinated & implemented by 30 June 2017, as follows: 1. *Fleet Management - 15 -18/08/16, for 02.* 2. *General Conditions of Contract 2015 – 17 - 19/08/16, for 04.*	Twenty (20) training programs to be rolled out by 30 June 2017	Twenty (20) training programmes coordinated by 30 June 2018.	A total number of twenty-two (22) training interventions were coordinated and implemented by 30 June 2018 as follows: *-Risk Management Training – 28 Aug – 1 Sep 2017, for 02;* *-RPL – 28 Aug – 1 Sep 2017; for 10;* *-Compliance Management 18 Sep – 24 Nov 2017, for 01;* *-Examiner of DL – 5 Sep – 9 Sep 2017 (Upgrade), for 01;* *-Examiner of DL – 26 Sep – 24 Oct 2017, for 01;*			

			3. *ITIL Foundation – 30/08 – 02/09/16 for 05.* 4. *MFMP – from Sep for 01.* 5. *Project Management – 26 – 30/09/16, for 03.* 6. *Intro to payroll & payroll processing – 03 - 07/10/16 for 08.* 7. *Payroll admin & Co. parameters – 07 – 11/11/16 for 08.* 8. *Intro to computer training – 30/10 – 02/11/16, for 40 (Cllrs).* 9. *First Aid Training –*			*-MFMP – 3 July 2017* *-LLF (Employer component) Training – 29 - 30 August 2017, for 05;* *-Introduction to SAMTRAC – 2 – 6 Oct 2017, for 02;* *-Project Management – 2 - 4 Oct 2017, for 30;* *-Minute taking and Report writing – 15 – 17 Nov 2017, for 25* *-Performance Management – 6 - 7 Dec 2017, for 02;* *-Credit Control, Debt Collection – 15 -17 Nov 2017, for 03* *-ODETDP – 5 -9 Feb 2018, for 01;* *-ID Cable Spiking Course -9- 10 April 2018, for 03;* *- Cable fault finding – 13 – 14 March 2018, for* *-Introduction to SAMTRAC – 21 –*			

			28/11 – 02/12/16, for 14. *10. Certificate in Dev. Finance – 10 – 20/10/16, for 01.* *11. Cleaning & Hygiene – 05 – 07/12/16, for 18.* *12. Personnel Admin – 23 – 27/01/17 for 04.* *13. GRAB – 20 – 24/02/17.* *14. MFPM – from 06 Mar 2017, for 10.* *15. Customer Care – 08 – 10/03/17, for 09.* *16. Plumbing – 20/03 – 07/04/17, for 02.*			*25/05/2018 –for 03;* *-Examiner of Motor Vehicle – for 01;* *-Online Course on Compliance Management – for 01* *-Construction Road works – for 10;* *-GCC – 25 to 26 April 2018 for 05;* *- Performance Management on 13-14 June 2018 for 02; and* *- Local Labour Forum Training on 25-26 June 2018 for 16;*			

			17. *Munsoft – 27-31/03/17, for 03.* 18. *MPAC Training – 24 – 25/04/17, for 13.* 19. *Risk based IT – 11 – 12/05/17, for 02.* 20. *Operational Reg. High Voltage System – 05 – 09/06/17, for 03.* 21. *Bid Committee training – 19 – 23/06/17, for 30.* 22. *Occupational Health & Safety – 28 – 30/06/17, for 14.* 23. *Multi – Skilled training, for 01.*						

			ODETDP, twelve months certificate for 01.						
Wellness programmes events	Conduct Two (2) wellness & Fitness Programmes Events by 30 June 2018	Conduct two (2) wellness programs events by 30 June 2017	Two (2) wellness and safety days held as follows: 07 Oct 2016 and 17 Mar 2017.	Conduct two (2) wellness programs events by 30 June 2017	Conduct Two (2) wellness & Fitness Programmes Events by 30 June 2018	Two (2) wellness and fitness programmes Events were held as follows: - *13 October 2017, &* *16 March 2018*			
Preparation and submission of the Annual Work Place Skills Plan to LGSETA	Development of one WSP (2018/19) and Submission of WSP to Local Government. SETA by 30 April 2018.	Approval of WSP and Submission to Local Government SETA by 30 April 2017.	The approved WSP was compiled and submitted to Local Government SETA on the 28th day of April 2017.	Approval of WSP and Submission to Local Government SETA by 30 April 2017.	Development of one WSP (2018/19) and Submission of WSP to Local Government. SETA by 30 April 2018.	Consultation with the stakeholders in respect of annual WSP, through circulation of Skills Audit forms was done on 29 March 2018. 2018/19 Workplace Skills Plan (WSP) and Annual Training Report (ATR) for 2017/2018 were Developed, presented to the Training Committee members on 25 April 2018 & submitted to Local Government			

						SETA on 30 April 2018.			
									T 3.25.3

Employees: Human Resource Services					
Job Level	Year 2016/17	Year 2017/18			
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
0 - 3	0	0	0	0	0%
4 - 6	0	0	0	0	0%
7 - 9	2	3	3	0	0%
10 - 12	6	9	8	1	11%
13 - 15	0	0	0	0	0%
16 - 18	1	1	1	0	0%
19 - 20	0	0	0	0	0%
Total	09	13	12	1	08%

T3.26.4

Financial Performance Year 2017/18: Human Resource Services R'000					
Details	Year 2016/17	Year 2017/18			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	181	300	300	300	0%
Expenditure:					
Employees	3 524	5 053	3 853	3 774	0.3%
Repairs and Maintenance		279	180	110	0.9%
Other	4 281	6 320	6 639	4 958	0.2%
Total Operational Expenditure	6 005	11 653	10 672	88	1.08%
Net Operational Expenditure	-5 824	-11 353	-10 372	2	1.09%

T 3.26.5

Capital Expenditure Year 2017/18: Human Resource Services R' 000					
Capital Projects	**Year 2017/18**				
	Budget	**Adjustment Budget**	**Actual Expenditure**	**Variance from original budget**	**Total Project Value**
Total All					
Furniture Equipment	0	69	69	21	70%

T 3.26.6

3.27. Information and Communication Technology (ICT) services

INTRODUCTION TO INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) SERVICES

The Matatiele Local Municipality identified projects to address challenges pertaining to (i) Provision of ICT Governance and management, (ii) Provision of information security, (iii) provision of user and application support, (iv) Provision of ICT infrastructure and Data Centre Management, (v) provision of (vi) ICT equipment and tools of trade and Provision of Records management and archiving.

The municipality is using its internal human resources to continue the implementations of ICT Governance and Management framework. There were four policy framework documents that were identified and developed to address ICT governance and management. In the issues of information and network security, the current status remains as all information leaving of entering the municipality is protected. In an attempt to improve access to information, the municipality upgraded its website to include features such as compatibility to different technologies and device. The improvement of the current network was made through the establishment of computer network at new offices for Electricity and SCM Services Units. All these project were identified in the financial year under review, however planned for the following financial year as per the below table 3.27.3.

T3.27.1

ICT Services Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2016/17**		**Year 2017/18**			**Year 2018/19**	**Year 2019/20**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators **(i)**	**(ii)**	***Previous Year** **(iii)**	**(iv)**	***Previous Year (2016/17)** **(v)**	***Current Year (2017/18)** **(vi)**	**(vii)**	***Current Year (2017/18)** **(viii)**	***Current Year (2018/19)** **(ix)**	***Following Year (2019/20)** **(x)**
Service Objective: to acquire, manage and provide secure and accessible ICT services									
To provide effective and efficient ICT governance	Adoption of four (4) ICT Governance Policy Framework documents by 30 June 2017	Number of approved ICT governance framework by 30 June 2017	The four (4) ICT Governance Framework Documents were referred to Special Corporate Service StandCo in June 2017 for consideration for adoption in the subsequent year						
To provide effective and efficient ICT governance	Facilitation of (4) ICT Steering Committee meeting according to Calendar of Meetings by 30 June 2017	4 Steering Committee meetings by 30 June 2017	One (1) ICT Steering Committee was held 13 July 2016						

ICT Services Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2016/17**		**Year 2017/18**			**Year 2018/19**	**Year 2019/20**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators **(i)**	**(ii)**	***Previous Year** **(iii)**	**(iv)**	***Previous Year (2016/17)** **(v)**	***Current Year (2017/18)** **(vi)**	**(vii)**	***Current Year (2017/18)** **(viii)**	***Current Year (2018/19)** **(ix)**	***Following Year (2019/20)** **(x)**
To provide effective and efficient ICT governance	Review of File Plan, Registry, records and archive policy and adoption thereof by 30 June 2017	Number of approved policies by 30 June 2017	File Plan sent to Provincial Archives on the 13 March 2017 for approval and follow-ups made Registry, records and archive policy was referred to next meeting y Corporate Services Standing Committee on 20 April 2017						
Provision of ICT	Establishmen t of optical	Established optical fibre	Installation and	The project completed in					

ICT Services Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2016/17**		**Year 2017/18**			**Year 2018/19**	**Year 2019/20**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators **(i)**	**(ii)**	***Previous Year** **(iii)**	**(iv)**	***Previous Year (2016/17)** **(v)**	***Current Year (2017/18)** **(vi)**	**(vii)**	***Current Year (2017/18)** **(viii)**	***Current Year (2018/19)** **(ix)**	***Following Year (2019/20)** **(x)**
Network Infrastructure	Fibre Link between Civic Centre Offices and Traffic Offices	underground optical Fibre cable link between Traffic Offices and Main offices by 30 June 2017	commissioning of optical fibre link between Traffic Offices and Main Offices	March 2017, the optical Fibre link was commissioned on 27 February 2017					
Provision of ICT Network Infrastructure	To ensure user and application support	functional Surveillance Cameras and reliable surveillance data storage in the server room by 30 June 2017	Number of installed and configured Surveillance Cameras and establish surveillance data storage for surveillance Cameras as	7 new cameras and 3 relocated cameras were installed and configured by 28 June 2017					

ICT Services Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2016/17**		**Year 2017/18**			**Year 2018/19**	**Year 2019/20**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators **(i)**	**(ii)**	***Previous Year** **(iii)**	**(iv)**	***Previous Year (2016/17)** **(v)**	***Current Year (2017/18)** **(vi)**	**(vii)**	***Current Year (2017/18)** **(viii)**	***Current Year (2018/19)** **(ix)**	***Following Year (2019/20)** **(x)**
Provision of ICT equipment and tools of trade	To provide reliable equipment and tools of trade to all users	Provision of laptops to 62 members of council by 30 September 2016	Number of laptops procured for members of council	Sixty-two (62) laptops we procured for members of council of by 03 September 2016					
Provision of ICT equipment and tools of trade	To provide reliable equipment and tools of trade to all users	Secure a contract for provision cellular phones and mobile Data Cards for municipal officials by 31 December 2016	Secure contract for cellular phones and mobile Data Cards by 31 December 2016	The cellular phone contract was secured by 07 November 2016	N/A	N/A	Secure contract for cellular phones and mobile Data Cards by 31 October 2018	Maintain the Contract	Maintain the Contract
To provide reliable and efficient ICT services to	N/A	N/A	N/A	Procurement of one (1) Electronic Document	Number of EDMS procured by set date	Advertised in the first quarter and	Procure electronic document	Maintain Electronic Document	Maintain Electronic Document

ICT Services Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2016/17**		**Year 2017/18**			**Year 2018/19**	**Year 2019/20**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators **(i)**	**(ii)**	***Previous Year** **(iii)**	**(iv)**	***Previous Year (2016/17)** **(v)**	***Current Year (2017/18)** **(vi)**	**(vii)**	***Current Year (2017/18)** **(viii)**	***Current Year (2018/19)** **(ix)**	***Following Year (2019/20)** **(x)**
achieve optimal service delivery				Management System by 30 June 2018		The project is under budgeted Advertised again on 09/12/2017 and the advert closed on 29/12/2017 The Bid was re-advertised on Municipality official website on 16 February and closed on 05 March 2018	Management system	management system	management system

ICT Services Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2016/17**		**Year 2017/18**			**Year 2018/19**	**Year 2019/20**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators **(i)**	**(ii)**	***Previous Year** **(iii)**	**(iv)**	***Previous Year (2016/17)** **(v)**	***Current Year (2017/18)** **(vi)**	**(vii)**	***Current Year (2017/18)** **(viii)**	***Current Year (2018/19)** **(ix)**	***Following Year (2019/20)** **(x)**
To provide reliable and efficient ICT services to achieve optimal service delivery	**N/A**	**N/A**	**N/A**	Appointment of Service Provider to design, develop and host the municipality website by 30 June 2018	Appointed Service Provider by set date	The Service Provider for redesign, Develop and Host Municipal Official website was appointed on 20/02/2018 and The Municipality Manager Signed the SLA on 13/03/2018	Maintain the Website	Maintain the website	Advertise / renew contract
To provide reliable and efficient ICT services to achieve optimal service delivery	N/A	N/A	N/A	Upgrading internet line from 2Mbps to 10 Mbps by 30 June 2018	Upgraded internet line by set date	The internet link line was installed in 102 Main Street, Matatiele (municipality offices) and tested in on	N/A	N/A	N/A

ICT Services Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2016/17**		**Year 2017/18**			**Year 2018/19**	**Year 2019/20**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators **(i)**	**(ii)**	***Previous Year** **(iii)**	**(iv)**	***Previous Year (2016/17)** **(v)**	***Current Year (2017/18)** **(vi)**	**(vii)**	***Current Year (2017/18)** **(viii)**	***Current Year (2018/19)** **(ix)**	***Following Year (2019/20)** **(x)**
						23 January 2018 **And** The 10 Mbps internet line was installed, configured and test on 20/02/2018 **and** The redundant services were cancelled / terminated on 08/03/2018 **and** The close-up report was signed on 08/03/2018			

ICT Services Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2016/17**		**Year 2017/18**			**Year 2018/19**	**Year 2019/20**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators **(i)**	**(ii)**	***Previous Year** **(iii)**	**(iv)**	***Previous Year (2016/17)** **(v)**	***Current Year (2017/18)** **(vi)**	**(vii)**	***Current Year (2017/18)** **(viii)**	***Current Year (2018/19)** **(ix)**	***Following Year (2019/20)** **(x)**
To provide reliable and efficient ICT services to achieve optimal service delivery	**N/A**	**N/A**	**N/A**	Establishment of Computer network at (2) municipal offices - New Electricity and New SCM offices by 30 June 2018	Number of municipality offices with established computer network	The Computer Network was established in New SCM and Electricity Offices as well as Switch configuration and Testing. The Project completed on 03 May 2018	Provision for maintenance	Provision for maintenance	Provision for maintenance
To provide reliable and efficient ICT services to achieve optimal service delivery	**N/A**	**N/A**	**N/A**	Installation of Fibre Optic and Establishment of Computer Network at (1) municipal building - Fresh Produce Offices by 30 June 2018	Number of municipal buildings with installed Fibre optic and established of computer network by set date	The installation of Optic Fibre network, Network points, Access Points and switch and well as configuration and Testing	Provision for maintenance	Provision for maintenance	Provision for maintenance

ICT Services Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2016/17**		**Year 2017/18**			**Year 2018/19**	**Year 2019/20**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators **(i)**	**(ii)**	***Previous Year (iii)**	**(iv)**	***Previous Year (2016/17) (v)**	***Current Year (2017/18) (vi)**	**(vii)**	***Current Year (2017/18) (viii)**	***Current Year (2018/19) (ix)**	***Following Year (2019/20) (x)**
						were completed on 28 June 2018			
To provide reliable and efficient ICT services to achieve optimal service delivery	**N/A**	**N/A**	**N/A**	Install eight (8) access points to connect Maluti and Cedarville offices to the Main Municipal Office (102 main street) by 30 June 2018	Number wireless access points installed by set date	The Terms of Reference were presented on 20/11/2017 in BSC And The Specifications were sent and presented to SCM on 23 January 2018 And The bid advertisement was published on 09 February and closed on 19 February 2018 on	**N/A**	**N/A**	**N/A**

ICT Services Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2016/17**		**Year 2017/18**			**Year 2018/19**	**Year 2019/20**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators **(i)**	**(ii)**	***Previous Year** **(iii)**	**(iv)**	***Previous Year (2016/17)** **(v)**	***Current Year (2017/18)** **(vi)**	**(vii)**	***Current Year (2017/18)** **(viii)**	***Current Year (2018/19)** **(ix)**	***Following Year (2019/20)** **(x)**
						MLM Noticeboard and website. The Bid was re-advertised on notice board and MLM website on 14 March to 23 March 2018 And The project was re-advertised as attender on Daily Dispatch on 27 April to 27 May 2018			
T 3.27.3									

Employees: ICT Services					
Job Level	Year 2016/17 (2016/17)	Year 2017/18 (2017/18)			
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
0 - 3	0	0	0	0	0%
4 - 6	0	0	0	0	0%
7 - 9	0	0	0	0	0%
10 - 12	6	6	6	0	0%
13 - 15	0	0	0	0	0%
16 - 18	1	1	1	0	0%
19 - 20	0	0	0	0	0%
Total	7	7	1	0	0%

T3.27.4

Financial Performance Year 2017/18: ICT Services					
					R'000
Details	Year 2016/17	Year 2017/18			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	0	0	0	0	
Expenditure:					
Employees	3 823	3 179	2 939	2 839	8%
Repairs and Maintenance		99	39	38	156%
Other	2 976	6 177	6 102	5 447	10%
Total Operational Expenditure	6 799	9 456	9 082	8 516	
Net Operational Expenditure	-6 799	-9 456	-9 082	-8 516	-10%

T 3.27.5

Capital Expenditure Year 2017/18: ICT Services R' 000					
Capital Projects	Year 2017/18				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All					
Electronic Document System	200	200	0	1%	
Cameras	99	314	193	-30%	
UIFIED NETWORK	0	375	371	-99%	
ELECTRINIC TOOL TRADE	0	25	0	0%	
IT EQUIPMENT	0	25	469	-18%	
APS INSTALATION NETWORK TOWER	180	180	0	100%	
T 3.27.6					

COMMENT ON THE PERFORMANCE OF ICT SERVICES OVERALL:

The Municipality has performed fairly on ICT Capital Project such as Procurement of Electronic Document Management System as well as the Installation of Outdoor Access Points. The main objective of the EDMS was to institutionalize Electronic preservation of all municipality records while the installation of Outdoor access points was aimed at reducing operational cost for connecting all the remotes site of the Matatiele local Municipality. The main reason for failure to implement both projects is that both were advertised more than one occasion and remained non responsive. The recommendation at the end of the financial year is that the EDMS gets more budget allocation and the Outdoor Access points be abandoned for the following financial year.

The success in Capital projects was purely on establishment of computer Network at newly build offices for Electricity and Supply Chain Management Services Units as well as Legal Service Unit building. Both these projects completed on time. The main objective was to provide users with municipality network connectivity for both Computers and Telephone lines.

T3.27.7

3.28. Property; Legal; Risk Management and Procurement Services

INTRODUCTION TO PROPERTY; LEGAL; RISK MANAGEMENT AND PROCUREMENT SERVICES

Priorities: To Provide Legal Services and ensure Compliance with all relevant pieces of Legislation and agreements for the whole Municipality

Legal services ensured compliance with legislations with regards to all administrative actions taken by the municipality and ensuring that the Municipal interests regarding legal related matters are protected.

Development of the Procurement Plan to monitor and keep track of all the bids issued by municipality and also to ensure that they are awarded within the set targets.

T3.28.1

Property; Legal; Risk Management; and Procurement Services Policy Objectives Taken From IDP									
Service Objectives	**Outline Service Targets**	**Year 2016/17**		**Year 2017/18**			**Year 1**	**Year 3**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
Service Indicators **(i)**	**(ii)**	***Previous Year** **(iii)**	**(iv)**	***Previous Year** **(v)**	***Current Year** **(vi)**	**(vii)**	***Current Year** **(viii)**	***Current Year** **(ix)**	***Following Year** **(x)**
ensure compliance to legislation, adopted policies and plans	N/A	To have drafted and reviewed four (4) by-laws vetted by 30 June 2017	2 by laws were reviewed	To have drafted and reviewed four (4) by-laws vetted by 30 June 2017	Draft and review 2 by laws	2 by laws were reviewed	Draft and reviewed of 4 bylaws by 30 June 2018	N/A	N/A
	N/A	N/A	N/A	N/A	N/A	N/A	Review Litigation Management Strategy by 30 June 2018	N/A	N/A
	N/A	N/A	N/A	100% Enforcement of Notices received on Contravened by-laws by 30 June 2017	N/A	1 notice was enforced	N/A	N/A	N/A

provide effective legal drafting and contract management services for the Municipality	N/A	100% Vetting of contracts and Development of Contract register by 30 June 2017	17 contracts were vetted by June 2017	100% Vetting of contracts and Development of Contract register by 30 June 2017	100% drafted and vetted contracts by 30 June 2018	23 contracts were vetted	100% contracts drafted and vetted by 30 June 2018	N/A	N/A
provide an effective litigation services in defending the interests of the Municipality	N/A	12 monthly report on Administration and management of litigation cases against and or instituted by the municipality	12 monthly report on Administration and management of litigation cases against and or instituted by the municipality were compiled and presented	12 monthly report on Administration and management of litigation cases against and or instituted by the municipality	12 monthly report on Administration and management of litigation cases against and or instituted by the municipality	12 report were compiled and presented	12 Monthly reports on Administration and management of litigation cases against and instituted by the municipality by 30 June 2018	N/A	N/A
provide an effective litigation services in defending the interests of the Municipality	N/A	N/A	N/A	N/A	N/A	N/A	Appointment of Municipal Panel of Attorneys by 30 June 2018 compliance	N/A	N/A

83. Obtain Municipal Property registration and proof of ownership	N/A	N/A	N/A	N/A	N/A	N/A	Obtain 50 tittle Deeds for Municipal Properties in Matatiele town by 30 June 2018	N/A	N/A
									T 3.28.3

Employees: Legal; Risk Management; and Procurement Services					
Job Level	Year 2015/16	Year 2016/17			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
0 - 3	-	-	-	-	-
4 - 6	-	-	-	-	-
7 - 9	-	-	-	-	-
10 - 12	2	2	1	1	50%
13 - 15	-	-	-	-	-
16 - 18	1	1	0	0	0%
19 - 20	-	-	-	-	-
Total	3	3	1	1	33.330%
					T 3.28.4

COMMENT ON THE PERFORMANCE OF PROPERTY SERVICES OVERALL:

The Property; Legal; Risk Management and Procurement Services did not have capital projects for the financial year under review.

T3.28.7

Chapter Four: Organizational development performance (performance report part II)

Component A: Introduction to the Municipal personnel

4.1. Employee totals, turnover and vacancies

Employees					
Description	Year 2016/17	Year 2017/18			
	Employees No.	Approved Posts No.	Employees No.	Vacancies No.	Vacancies %
Water	0	0	0	0	0
Waste Water (Sanitation)	0	0	0	0	0
Electricity	20	22	20	2	10
Waste Management	14	14	11	3	27
Housing	06	07	06	01	16
Waste Water (Storm water Drainage)					
Roads	81	83	80	02	2.5
Transport					
Planning	04	05	04	01	25
Local Economic Development	05	08	05	03	60

Planning (Strategic & Regulatory)					
Local Economic Development					
Community & Social Services					
Environmental Protection	04	04	04	0	0
Health					
Security and Safety	46	41	41	05	12.1
Sport and Recreation					
Corporate Policy Offices and Other					
Totals	**180**	**184**	**171**	**15**	**152.6**

T 4.1.1

Vacancy Rate: Year 2017/18			
Designations	***Total Approved Posts** **No.**	***Vacancies (Total time that vacancies exist using fulltime equivalents)** **No.**	***Vacancies (as a proportion of total posts in each category)** **%**
Municipal Manager	1	0	0.00
CFO	1	0	0.00
Other S57 Managers (excluding Finance Posts)	15	0	0.00
Other S57 Managers (Finance posts)	0	0	0.00
Police officers	18	0	0.00
Fire fighters	04	0	0.00
Senior management: Levels 13-15 (excluding Finance Posts)	0	0	0.00
Senior management: Levels 13-15 (Finance posts)	4	0	0.00
Highly skilled supervision: levels 9-12 (excluding Finance posts)	133	11	8.27
Highly skilled supervision: levels 9-12 (Finance posts)	14	0	0.00
Total	**176**	**11**	8.27

T 4.1.2

Turn-over Rate			
Details	**Total Appointments as of beginning of Financial Year** **No.**	**Terminations during the Financial Year** **No.**	**Turn-over Rate***
Year 2015/16	29	24	83%
Year 2016/17	110	21	19%
Year 2017/18			
			T 4.1.3

Attempts to fill posts of Senior Management and highly skilled supervision posts	**Why are there no appropriate Internal staff to fill vacancies**	**Filling of section 57 posts**	**Reasons for turnover rate**	**Measures taken**
The Municipality has filled the positions of Senior Managers and Advertised the positions of three GMs: Economic Development & Planning (EDP); Corporate Services & Infrastructure Services.	N/A	The positions of General Manager: EDP was filled in the year under review, and the processes of filling the two positions of the General Managers: Corporate Services & Infrastructure Services were completed during the year under review.	N/A	The two appointed candidates to the positions of the General Managers: Corporate Services & Infrastructure Services assumed duties on 02 July 2018.
				T4.1.4

Component B: Managing the municipal workforce

INTRODUCTION TO MUNICIPAL WORKFORCE MANAGEMENT

Range and Emphasis of Workforce Management

Promoted Capacity building through Skills Development based on implementation of Workplace Skills Plan. Reviewed the Staff establishment. Budgeting for personnel costs.

Progress made in Policy Development

HR policies were reviewed, noted and adopted by the Municipal Council on 26 April 2016. Workplace skills plan for 2018/2019 was developed and submitted to LGSETA 0n 28 April 2018. Employment Equity Plan was reviewed.

Management Practices

Monthly Human Resources Management performance reports. Implementation of Staff Training programmes and recruitment of personnel. Implementation of Conditions of Services.

T4.2.0

4.2. Policies

HR Policies and Plans				
	Name of Policy	**Completed %**	**Reviewed %**	**Date adopted by council or comment on failure to adopt**
1	Employment Equity and Affirmative Action	100	100	October 2015
2	Human Capital & Retention Strategy	100	100	April 2018
3	Code of Conduct for employees	100	100	May 2017
4	Delegations, Authorization & Responsibility	100	100	Municipal Systems Act 32 of 2000 as Amended
5	Disciplinary Code and Procedures	100	100	SALGBC February 2018
6	Essential Services	100	100	SALGBC Main Collective Agreement
7	Employee Assistance / Wellness Policy	100	100	April 2018
8	Employment Equity	100	100	October 2015
9	Termination of Service	100	100	April 2018
10	Grievance Procedures	100	100	SALGBC Main Collective Agreement February 2018
11	Municipal HIV/Aids Policy	100	100	April 2018
12	Training and Development/Skills	100	100	April 2018
13	Task Job Evaluation	100	100	April 2018
14	Leave Management Policy	100	100	April 2018
15	Occupational Health and Safety	100	100	April 2018

HR Policies and Plans				
	Name of Policy	**Completed** **%**	**Reviewed** **%**	**Date adopted by council or comment on failure to adopt**
16	Housing Policy	100	100	April 2018
17	Subsistence and Travelling Policy	100	100	April 2018
18	Bereavement Policy	100	100	April 2018
19	Overtime, Under time and Flextime	100	100	April 2018
20	Labour Relations Policy	100	100	April 2018
21	Career and Succession planning	100	100	April 2018 Element of the Training & Development Policy -
22	Individual Performance Management Policy	100	100	April 2018
23	Employment policy	100	100	April 2018
24	Remuneration Policy	100	100	April 2018
25	Employee Relocation	100	100	April 2018
26	Sexual Harassment	100	100	April 2018
27	Smoking	100	100	April 2018
28	Human Capital Retention Strategy	100	100	April 2018
29	Organizational Establishment	100	100	April 2018
30	Occupational health Safety	100	100	April 2018
31	Other:	100	100	April 2018
32	Leave encashment policy	100	100	April 2018
33	Standby Allowance	100	100	April 2018
Use name of local policies if different from above and at any other HR policies not listed.				*T 4.2.1*

COMMENT ON WORKFORCE POLICY DEVELOPMENT:

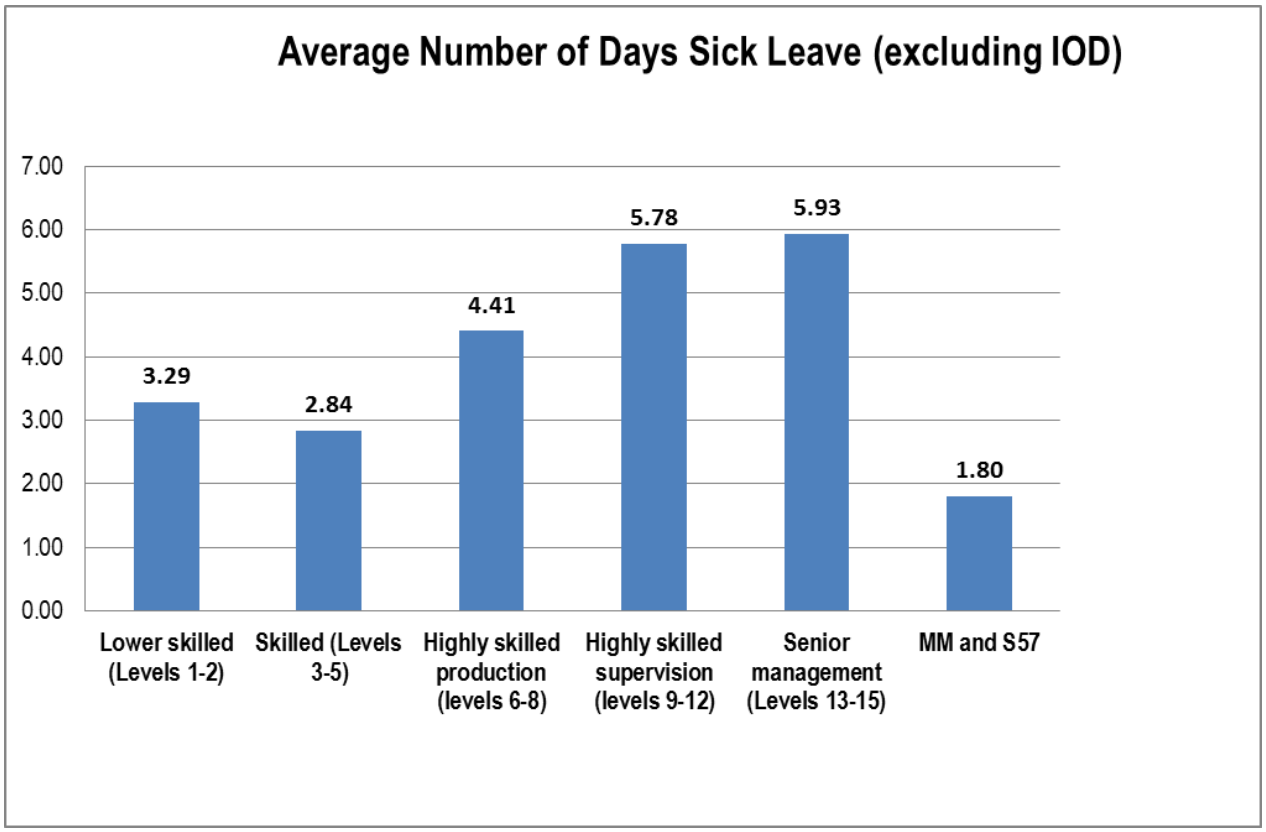
32 Policies were reviewed in April 2018. Training and Development initiatives were put in place the formulation of annual Workplace Skills Plan. The skills gaps as well as identified training needs were documented after conducting the Skills Audit. The annual Workplace Skills Plan was then formulated in response to the identified Skills gaps and training needs. The Workplace Skills Plan was implemented as approved in line with the provided training budget

T4.2.1.1

4.3. Injuries, sickness and suspensions

Number and Cost of Injuries on Duty					
Type of injury	**Injury Leave Taken Days**	**Employees using injury leave No.**	**Proportion employees using sick leave %**	**Average Injury Leave per employee Days**	**Total Estimated Cost R'000**
Required basic medical attention only	0	0	0%	0	0
Temporary total disablement					
Permanent disablement					
Fatal					
Total	0	0	0%	0	0
					T 4.3.1

Number of days and Cost of Sick Leave (excluding injuries on duty)						
Salary band	**Total sick leave Days**	**Proportion of sick leave without medical certification %**	**Employees using sick leave No.**	**Total employees in post* No.**	***Average sick leave per Employees Days**	**Estimated cost R' 000**
Lower skilled (Levels 1-2)	237	8%	30	72	3.29	85421
Skilled (Levels 3-5)	156	5%	13	55	2.84	84166
Highly skilled production (levels 6-8)	304	8%	40	69	4.41	240479
Highly skilled supervision (levels 9-12)	393	11%	44	68	5.78	374556
Senior management (Levels 13-15)	178	3%	15	30	5.93	344993
MM and S57	9	0%	2	5	1.80	38247
Total	**1277**	**6%**	**144**	**299**	4.27	**1167862**
						T 4.3.2



T4.3.3

COMMENT ON INJURY AND SICK LEAVE:

There Municipal Human Resources unit generates reports on a monthly basis pertaining to sick leave periods as well as injury on duty. All personnel records pertaining to sick leave and injury on duty are filed in the personnel files of employees.

The Municipality is constantly monitoring instances of injury on duty as well as taking of sick leave by its employees. In the year under review, the Municipality has been implementing a pro-active Health and Safety programme aimed at reducing and curtailing instances of injury on duty as well as suffering from a work related sickness. There is also an OHS Committee that oversees the safe working conditions of employees within the Municipality. Furthermore, the Municipality holds a Wellness Day and awareness's in each quarter of the financial year.

T4.3.4

4.4. Performance awards

Performance Rewards By Gender					
Designations	**Beneficiary profile**				
	Gender	**Total number of employees in group**	**Number of beneficiaries**	**Expenditure on rewards Year 1 R' 000**	**Proportion of beneficiaries within group %**
Lower skilled (Levels 1-2)	Female	-	-	-	-
	Male	-	-	-	-
Skilled (Levels 3-5)	Female	-	-	-	-
	Male	-	-	-	-
Highly skilled production (levels 6-8)	Female	-	-	-	-
	Male	-	-	-	-
Highly skilled supervision (levels 9-12)	Female	-	-	-	-
	Male	-	-	-	-
Senior management (Levels 13-15)	Female	11	6	R365 171.86	54.55%
	Male	8	1	R64 178.07	12.5%
MM and S57	Female	-	-	-	-
	Male	5	3	R320 141.50	60%
Total		24	10	R749 491. 43	127.05%
Has the statutory municipal calculator been used as part of the evaluation process?					Yes
					T 4.4.1

COMMENT ON PERFORMANCE REWARDS:

The Municipal Manager, Managers directly accountable to the Municipal Manager and Middle Managers were assessed on their performance in accordance with the Performance Management System Regulations and Municipal Individual Performance Management Policy. This allowed the Municipality to identify under and over performance by the Managers. Where over performance was identified, a performance bonus was allocated in line with the percentages as per the Performance Management System Policy. In 2016/2017, seven Middle Managers and three senior managers were rewarded however, the percentage bonus payable varied per individual Manager.

T4.4.1.1

Component C: Capacitating the municipal workforce

4.5. Skills development and training

Skills Matrix														
Management level	**Gender**	**Employees in post as at 30 June Year 2017/18**	**Number of skilled employees required and actual as at 30 June Year 2017/18**											
			Learnerships			**Skills programmes & other short courses**			**Other forms of training**			**Total**		
		No.	**Actual: End of Year 2016/17**	**Actual: End of Year 2017/18**	**Year 2017/18 Target**	**Actual: End of Year 2016/17**	**Actual: End of Year 2017/18**	**Year 2017/18 Target**	**Actual: End of Year 2016/17**	**Actual: End of Year 2017/18**	**Year 2017/18 Target**	**Actual: End of Year 2016/17**	**Actual: End of Year 2017/18**	**Year 2017/18 Target**
MM and s57	Female		0	0	0	0	0	0	0	0	0	0	0	0
	Male		2	0	0	3	1	0		1	0	5	2	0
Councillors, senior officials and managers	Female		4	8	0	14	10	0	2	1	0	22	21	0
	Male		3	4	0	11	4	0	1	0	0	14	8	0
Technicians and associate professionals*	Female		0	0	0	7	21	0	3	1	0	10	22	0
	Male		1	1	0	10	17	0	1	1	0	12	19	0
Professionals	Female		3	0	0	29	9	0	1	6	0	33	15	0
	Male		1	0	0	8	35	0	0	0	0	9	35	0
Sub total	Female		7	5	0	50	40	0	6	7	0	40	64	0
	Male		4	8	0	32	57	0	2	1	0	65	58	0
Total		0	25	26	0	164	194	0	16	19	0	210	244	0
T 4.5.1														

Financial Competency Development: Progress Report*						
Description	A. Total number of officials employed by municipality (Regulation 14(4)(a) and (c))	B. Total number of officials employed by municipal entities (Regulation 14(4)(a) and (c)	Consolidated: Total of A and B	Consolidated: Competency assessments completed for A and B (Regulation 14(4)(b) and (d))	Consolidated: Total number of officials whose performance agreements comply with Regulation 16 (Regulation 14(4)(f))	Consolidated: Total number of officials that meet prescribed competency levels (Regulation 14(4)(e))
Financial Officials						
Accounting officer	1	0	0	0	0	0
Chief financial officer	1	0	0	0	0	0
Senior managers	3	0	0	0	0	0
Any other financial officials	39	0	0	0	0	0
Supply Chain Management Officials						
Heads of supply chain management units	1	0	0	0	0	0
Supply chain management senior managers	0	0	0	1	1	1
TOTAL	**45**	**0**	**0**	**1**	**1**	**1**
T 4.5.2						

Skills Development Expenditure R'000										
Management level	Gender	Employees as at the beginning of the financial year	Original Budget and Actual Expenditure on skills development Year 1							
			Learnerships		Skills programmes & other short courses		Other forms of training		Total	
		No.	Original Budget	Actual	Original Budget	Actual	Original Budget	Actual	Original Budget	Actual
MM and S57	Female	1	300 000.00	300 000.00	1 500 000.00	1 467 941.87	400 000.00	346 000.00	1	300 000.00
	Male	5							5	
Legislators, senior officials and managers	Female	23			1 500 000.00	1 467 941.87	400 000.00	346 000.00	23	
	Male	33			1 500 000.00	1 467 941.87	400 000.00	346 000.00	33	
Professionals	Female	11			1 500 000.00	1 467 941.87	400 000.00	346 000.00	11	
	Male	8			1 500 000.00	1 467 941.87	400 000.00	346 000.00	8	
Technicians and associate professionals	Female	37			1 500 000.00	1 467	400 000.00	346 000.00	37	

Skills Development Expenditure R'000										
Management level	Gender	Employees as at the beginning of the financial year	Original Budget and Actual Expenditure on skills development Year 1							
			Learnerships		Skills programmes & other short courses		Other forms of training		Total	
		No.	Original Budget	Actual	Original Budget	Actual	Original Budget	Actual	Original Budget	Actual
						941.87				
	Male	34			1 500 000.00	1 467 941.87	400 000.00	346 000.00	34	
Clerks	Female	32			1 500 000.00	1 467 941.87	400 000.00	346 000.00	32	
	Male	41			1 500 000.00	1 467 941.87	400 000.00	346 000.00	41	
Service and sales workers	Female	17			1 500 000.00	1 467 941.87	400 000.00	346 000.00	17	
	Male	21			1 500 000.00	1 467 941.87	400 000.00	346 000.00	21	
Plant and machine operators and assemblers	Female	1			1 500 000.00	1 467	400 000.00	346 000.00	1	

Skills Development Expenditure R'000										
Management level	Gender	Employees as at the beginning of the financial year	Original Budget and Actual Expenditure on skills development Year 1							
			Learnerships		Skills programmes & other short courses		Other forms of training		Total	
		No.	Original Budget	Actual	Original Budget	Actual	Original Budget	Actual	Original Budget	Actual
						941.87				
	Male	19			1 500 000.00	1 467 941.87	400 000.00	346 000.00	19	
Elementary occupations	Female	32			1 500 000.00	1 467 941.87	400 000.00	346 000.00	32	
	Male	76			1 500 000.00	1 467 941.87	400 000.00	346 000.00	76	
Sub total	Female	153			1 500 000.00	1 467 941.87	400 000.00	346 000.00	153	
	Male	233			1 500 000.00	1 467 941.87	400 000.00	346 000.00	233	
Total										
										*R
T4.5.3										

COMMENT ON SKILLS DEVELOPMENT AND RELATED EXPENDITURE AND ON THE FINANCIAL COMPETENCY REGULATIONS:

The training plan is always key so as to know how much money is required for the implementation, nonetheless departments normally fail comply and bring forward their training needs as to draft the plan, they only need training when they are in receipt of the invites which results to be a pain to them when they are being informed that only trainings which are on the .plan will be implemented.

T4.5.4

Component D: Managing the Workforce Expenditure

INTRODUCTION TO WORKFORCE EXPENDITURE

IMPORTANCE OF MANAGING WORKFORCE EXPENDITURE

Matatiele Local Municipality is keeping workforce expenditure below 30% of the total operating budget of the Municipality. Reduction of negative impacts of salary costs on service delivery obligations of the Municipality. Municipality controls salary increments through a multi-year collective agreement on salary increases for the Local Government sector. There are sufficient management controls and tools for controlling expenditure on workforce (e.g. overtime pre-authorization forms and overtime claim forms).

PRESSURE TO OVERSPEND

Ever growing need for additional Human Capital to the Municipal Departments. There is limited control over overtime expenditure due to unforeseeable service delivery challenges. Payment of market related salaries as well as attraction and retention of Human Capital with scarce skills. Retention strategy has the potential of pushing up the workforce expenditure due to the demands of the Labour Market.

HOW SPENDING IS CONTROLLED

By reviewing the Municipal Staff Establishment on an annual basis, inserting proposed and budgeted for positions and ensuring that all posts are contained in the staff establishment. All posts are budgeted for before they are filled. Overtime, stand-by and shift allowances are budgeted for with more emphasis being put on essential services employees. Non-essential services employees are rewarded for overtime by means of time off. To ensure that all overtime pre-authorization forms and overtime claims are approved by authorized persons.

OBTAINING VALUE FOR MONEY FROM WORKFORCE EXPENDITURE

Municipality recruited skilled labour, performed capacity building, rolled out Individual Performance Management and ensuring that it is cascaded even to the lower levels within the Municipality i.e.: from Management to employees at TASK Grade 7. Monthly management reports are prepared as part and parcel of continual monitoring and evaluation of workforce expenditure.

T4.6.0

4.6. Employee expenditure

COMMENT ON WORKFORCE EXPENDITURE

The trend of workforce expenditure is showing a sharp increase on a year to year basis. In 2017/2018 newly created and vacant positions were filled in. Furthermore, there was a general increase of salaries which was implemented at the commencement of the financial year and increase of staff based on the approved organogram. In 2016/2017 FY there was an enormous filling of vacancies as well as the annual general salary increase in the entire local government. The workforce expenditure has been on steady increase as a result of the Municipality's state of transition from being a relatively small Municipality.

T4.6.1.1

Number Of Employees Whose Salaries Were Increased Due To Their Positions Being Upgraded		
Beneficiaries	**Gender**	**Total**
Lower skilled (Levels 1-2)	Female	Nil
	Male	Nil
Skilled (Levels 3-5)	Female	Nil
	Male	Nil
Highly skilled production (Levels 6-8)	Female	Nil
	Male	Nil
Highly skilled supervision (Levels9-12)	Female	Nil
	Male	Nil
Senior management (Levels13-16)	Female	Nil
	Male	Nil
MM and S 57	Female	Nil
	Male	Nil
Total		0

T 4.6.2

Employees Whose Salary Levels Exceed The Grade Determined By Job Evaluation				
Occupation	**Number of employees**	**Job evaluation level**	**Remuneration level**	**Reason for deviation**
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A

T 4.6.3

Employees appointed to posts not approved

Department	Level	Date of appointment	No. appointed	Reason for appointment when no established post exist
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A

T 4.6.4

COMMENT ON UPGRADED POSTS AND THOSE THAT ARE AT VARIANCE WITH NORMAL PRACTICE:

There are no employees that are being paid above the determined TASK Grade of the post. Most positions within the Municipal Organisational Structure have been graded at the District Evaluation Committee however the results have not yet been implemented. There are no employees appointed on non-approved posts.

T4.6.5

DISCLOSURES OF FINANCIAL INTERESTS

The Matatiele Local Municipality employees and its Councillors are not conducting any business with the Council. Their signed Declaration of Interest forms are filed in their personnel files.

T4.6.6

Chapter five: Financial performance

Component A: statement of financial performance

5.1. Statements of Financial Performance

Reconciliation of Table A1 Budget Summary

Description	Year 2017/18											Year 2016/17			
R thousands	**Original Budget**	**Budget Adjustments** (s28 and s31 of the MFMA)	**Final adjustments budget**	**Shifting of funds** (s31 of the MFMA)	**Virement** (Council approved policy)	**Final Budget**	**Actual Outcome**	**Unauthorized expenditure**	**Variance**	**Actual Outcome as % of Final Budget**	**Actual Outcome as % of Original Budget**	**Reported unauthorized expenditure**	**Expenditure authorized in terms of section 32 of MFMA**	**Balance to be recovered**	**Restated Audited Outcome**
	1	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**	**11**	**12**	**13**	**14**	**15**
Financial Performance															
Property rates	52 204	52 204	52 204			52 204	(7 756)		85%	15%	15 %	**0**	0	0	0
Service charges	55 899	56 453	56 453			55 899	7 460		86%	13%	13 %	0	0	0	0
Investment revenue	5 600	5 600	5 600			5 600	995		82%	18%	18 %	0	0	0	0
Transfers recognized - operational	193 512	194 800	198 800			193 512	1 130		97%	0%	0%	0	0	0	0

Other own revenue	13 891	13 647	13 647			13 891	667		96%	0%	0%	0	0	0	0
Total Revenue (excluding capital transfers and contributions)	321 107	322 704	322 704			321 107	2 497		98%	0%	0%	0	0	0	0
Employee costs	105 526	99 646	99 646			105 526	1 704		104%	0%	0%	0	0	0	0
Remuneration of Councillors	17 504	17 504	17 504			17 504	(136)		99%	0%	0%	0	0	0	0
Debt impairment	0	0	0			0	0		0	0	0	0	0	0	0
Depreciation & asset impairment	14 222	14 222	14 222			14 222	2 198		85%	15%	15 %	0	0	0	0
Finance charges	0	0	0			0	0		0	0	0	0	0	0	0
Materials and bulk purchases	50 981	49 771	49 771			50 981	4 461		93%	1%	1%	0	0	0	0
Transfers and grants	820	263	263			820	0		311%	0	0	0	0	0	0
Other expenditure	132 023	141 296	141 296			132 023	7 414		88%	1%	1%	0	0	0	0
Total Expenditure	321 076	322 702	322 702			321 076	15 640		95%	0%	0%	0	0	0	0
Surplus/(Deficit)															
Transfers recognized - capital	137 144	137 144	137 144			137 144	17 688		87%	13%	13 %	0	0	0	0
Contributions recognized - capital & contributed assets	33 565	38 602	38 602			33 565	0		86%	0	0	0	0	0	0
Surplus/(Deficit) after capital transfers & contributions	170 739	176 227	176 227			170 739	4 544		94%	02%	02 %	0	0	0	0
Share of surplus/ (deficit) of associate	170 739	176 227	176 227			170 739	4 544		94%	02%	02 %	0	0	0	0
Surplus/(Deficit) for the year															

Capital expenditure & funds sources														
Capital expenditure	170 658	176 226	176 226			170 658	48 469		69%	28%	28 %	**0**	0	0	0
Transfers recognized - capital															
Public contributions & donations															
Borrowing															
Internally generated funds	33 565	38 602	38 602												
Total sources of capital funds						33 565	6 918		69%	21%	21 %	**0**	0	0	0
Cash flows															
Net cash from (used) operating	184 961	166 304	166 304			184 961	(73 415)		67%	40%	40 %	**0**	0	0	0
Net cash from (used) investing	(170 708)	(161 080)	(161 080)			(170 708)	(7 363)		101%	04%	04 %	**0**	0	0	0
Net cash from (used) financing															
Cash/cash equivalents at the year end	14 252	5 224	5 224			14 252			272%	0	0	**0**	0	0	0

T 5.1.1

Notes
3 = sum of Colum 1 and
2
2 represents movements in original budget to get to final adjustment budget (including shifting of funds)
Virements must offset each other so that
virements in Total Expenditure equals zero

6 = sum of column 3, 4
and 5
8 does not necessarily equal the difference between 9 and 8 because
overspending is not the only reason for unauthorized expenditure
9 = 7 - 6
10 = (7/6)*100
11 = (9/1)*100
14 = 13 - 12
15 in revenue equals Audited
Outcome plus funds actually
recovered
15 in expenditure equals Audited
Outcome less funds actually
recovered
15 in Cash Flow equals Audited
Outcome plus funds recovered

This schedule must be part of the financial statements of the municipality (all other schedules, A2 - A7, should form part of the annexures to the financial statements. These schedules do not directly form part of the audit opinion)

Financial Performance of Operational Services R '000						
Description	**Year 2016/17**	**Year 2017/18**			**Year 2017/18 Variance**	
	Actual	**Original Budget**	**Adjustments Budget**	**Actual**	**Original Budget**	**Adjustments Budget**
Operating Cost						
Water	0	0	0	0		
Waste Water (Sanitation)	0	0	0	0		
Electricity	52 066	61 399	60 864	5 473		
Waste Management	19 160	22 257	21 358	2 975		
Housing	4 222	0	0	0		
Component A: sub-total	75 448	83 656	82 222	8 448		
Waste Water (Storm water Drainage)						
Roads	19 465	19 465	19 465	2 677		
Transport						
Component B: sub-total	19 465	34 223	34 073	2 677		
Planning	3 007	16 073	17 491	387		
Local Economic Development	9 630					
Component B: sub-total	12 637	16 073	17 491	387		
Planning (Strategic & Regulatory)	0	0	0	0		
Local Economic Development	0	0	0	0		
Component C: sub-total	0	0	0	0		
Community & Social Services	18 844	1 948	2 963	(1 016)		
Environmental Protection		0	0	0		
Health		0	0	0		
Security and Safety		14 631	14 141	237		
Sport and Recreation	149	0	0	0		
Corporate Policy Offices and Other	721	0	0	0		

Financial Performance of Operational Services R '000						
Description	**Year 2016/17**	**Year 2017/18**			**Year 2017/18 Variance**	
	Actual	**Original Budget**	**Adjustments Budget**	**Actual**	**Original Budget**	**Adjustments Budget**
Component D: sub-total		16 579	17 104	-779		
Total Expenditure						
In this table operational income is offset against operational expenditure leaving a net operational expenditure total for each service as shown in the individual net service expenditure tables in chapter 3. Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual. *T 5.1.2*						

5.2. Grants

Grant Performance R' 000						
Description	**Year 2016/17**	**Year 2017/18**			**Year 2017/18 Variance**	
	Actual	**Budget**	**Adjustments Budget**	**Actual**	**Original Budget (%)**	**Adjustments Budget (%)**
Operating Transfers and Grants						
National Government:						
Equitable share	185 808	207 642	207 642	170 266		
Municipal Systems Improvement	0	0				
Department of Water Affairs	0	0				
Levy replacement	0	0				
Other transfers/grants [insert description]						
Municipal Infrastructure grants	50 088	59 690				
Integrated national Electrification Grants	800	41 160	1 625			
Provincial Government:						
Health subsidy	0	0				
Housing	0	0				
Ambulance subsidy	0	0				
Sports and Recreation	0	0				
Other transfers/grants [insert description]	0	0	4 974			
District Municipality:						
[insert description]						
Other grant providers:						
Finance Municipal Grants						
Expanded public Works Programme	**1 700 2 780**	**0**	**653**			
[insert description]						
Total Operating Transfers and Grants						

T 5.2.1

Grants Received From Sources Other Than Division of Revenue Act (Dora)						
Details of Donor	**Actual Grant Year 2016/17**	**Actual Grant Year 2017/18**	**Year 2017/18 Municipal Contribution**	**Date Grant terminates**	**Date Municipal contribution terminates**	**Nature and benefit from the grant received, include description of any contributions in kind**
Parastatals						
A - "Project 1"						
A - "Project 2"						
B - "Project 1"						
B - "Project 2"						
Foreign Governments/Development Aid Agencies						
A - "Project 1"						
A - "Project 2"						
B - "Project 1"						
B - "Project 2"						
Private Sector / Organizations						
A - "Project 1"						
A - "Project 2"						
B - "Project 1"						
B - "Project 2"						
T 5.2.3						

5.3. Asset management

INTRODUCTION TO ASSET MANAGEMENT
Council adopted the Fixed Assets Management policy together with other budget related policies for the financial year 2016/2017 in May 2016.
Management and maintenance of an asset is stipulated in the policy with the lifespan on each category of Assets.
T5.3.1

TREATMENT OF THE THREE LARGEST ASSETS ACQUIRED YEAR 2017/18				
Asset 1				
Name	COUNCIL CHAMBERS			
Description	Construction of Council Chambers			
Asset Type	LAND AND BUILDINGS			
Key Staff Involved	Building control and human settlements			
Staff Responsibilities	Management and monitoring of the project			
	Year -3	Year 2015/16	Year 2016/17	Year 2017/18
Asset Value			R3 122 429,84	R16 497 265.01
Capital Implications	Multi-year project funded by CRR			
Future Purpose of Asset	Offices			
Describe Key Issues	Municipal offices for Councilors and Management			
Policies in Place to Manage Asset	YES			
Asset 2				
Name	Rural Electrification			
Description	Electrification Projects			
Asset Type	Infrastructure			
Key Staff Involved	electricity units			
Staff Responsibilities	Management of projects and monitoring of consultants and contractors			
	Year -3	Year 2015/16	Year 2016/17	Year 2017/18
Asset Value			R 69 038 908.00	R66 646 537.43
Capital Implications	Multi-year project funded by DOE			
Future Purpose of Asset	All Matatiele Municipality wards to have electricity			
Describe Key Issues	Installation of Electricity			
Policies in Place to Manage Asset	YES			
Asset 3				
Name	ACCESS ROADS			
Description	Construction of Access roads			
Asset Type	Infrastructure			
Key Staff Involved	Project Management and Maintenance Unit			

TREATMENT OF THE THREE LARGEST ASSETS ACQUIRED YEAR 2017/18				
Staff Responsibilities	Management of projects and monitoring of consultants and contractors.			
	Year -3	Year 2015/16	Year 2016/17	Year 2017/18
Asset Value			R17 106 161.98	R32 328 285.49
Capital Implications	Projects funded by MIG			
Future Purpose of Asset	Provision of Access Roads to communities			
Describe Key Issues	Target for Construction of Access roads			
Policies in Place to Manage Asset	YES			
T 5.3.2				

COMMENT ON ASSET MANAGEMENT:

All the municipal assets acquired are recorded and updated in the Fixed Assets Register with the most and highest assets under Infrastructure Assets.

T5.3.3

Component B: Spending against capital budget

5.6. Source of finance

Capital Expenditure - Funding Sources: Year 2016/17 to Year 2017/18 R' 000							
Details		**Year 2016/17**	**Year 2017/18**				
		Actual	**Original Budget (OB)**	**Adjustment Budget**	**Actual**	**Adjustment to OB Variance (%)**	**Actual to OB Variance (%)**
Source of finance							
	External loans		0	0	0		
	Public contributions and donations		0	0	0		
	Grants and subsidies	119 568	308 492	0	0		
	Other	19 261	13 860	0	0		
Total		**138 829**					
Percentage of finance							
	External loans	0	0	0	0		
	Public contributions and donations	0	0	0	0		
	Grants and subsidies						
	Other						
Capital expenditure							
	Water and sanitation						
	Electricity						
	Housing						
	Roads and storm water						
	Other						
Total							
Percentage of expenditure							
	Water and sanitation						
	Electricity						
	Housing						
	Roads and storm water						
	Other						
T 5.6.1							

5.7. Capital spending on 5 largest projects

Capital Expenditure of 5 largest projects* R' 000					
Name of Project	Current: Year 2017/18			Variance: Current Year 2017/18	
	Original Budget	Adjustment Budget	Actual Expenditure	Original Variance (%)	Adjustment variance (%)
COUNCIL CHEMBERS	30 000	24 690	16 497	55%	
Thotaneng Chera Mahareng Electrification	15 500	12 186	11 041	37%	
Nyaniso Bubesi B Nkalweni E Electrification	13 601	13 001	12 804	6%	
Maphokoma Zikhali Electrification	12 113	8 308	-8 112	-48%	
MOUNTAIN VIEW INTERNAL STREETS	9 999	6 761	7 159	42%	
T 5.7.1					

5.8. Basic service and infrastructure Backlogs – Overview

INTRODUCTION TO BASIC SERVICE AND INFRASTRUCTURE BACKLOGS						
Infrastructure Services Categories	**Municipal Baseline (Total HH)**	**Access To Date**	**Access To Date (%)**	**Backlog To Date**	**Backlog To Date (%)**	**Universal Access Target (Comments)**
Electricity	56 872	36 562	64%	20 311	35.7 %	Connect at least 4062 HH per annum
Roads	927.53	675.1	73%	252.43	27%	Construct at least 40km per annum
Refuse Removal	56 872	8128	14%	48 744	86%	Collect refuse removal in 16256 households per annum
Community Halls	250	41	16%	209	84%	Construct at least 5 community halls per annum
Sports Facilities	31	5	16%	26	84%	Construct at least 5 sports facilities per annum
						T5.8.1

Component C: Cash flow management and investments

5.9. Cash flow

Cash Flow Outcomes R'000				
Description	**Year 2016/17**	**Current: Year 2017/18**		
	Audited Outcome	**Original Budget**	**Adjusted Budget**	**Actual**
CASH FLOW FROM OPERATING ACTIVITIES				
Receipts		121 474	111 907	7 703
Ratepayers and other				
Government - operating			885	171
Government - capital		363 921	330 812	15 018
Interest		5 600	5 134	1 681
Dividends				
Payments		(306 034)	(282 434)	(97 347)
Suppliers and employees				
Finance charges				
Transfers and Grants				(641)
NET CASH FROM/(USED) OPERATING ACTIVITIES	–	184 961	166 304	(73 415)
CASH FLOWS FROM INVESTING ACTIVITIES				
Receipts				
Proceeds on disposal of PPE		0	0	0
Decrease (Increase) in non-current debtors		0	0	0
Decrease (increase) other non-current receivables		0	0	0
Decrease (increase) in non-current investments		0	0	0
Payments				
Capital assets		(170 708)	(161 080)	(7 363)
NET CASH FROM/(USED) INVESTING ACTIVITIES	–	**(170 708)**	**(161 080)**	**(7 363)**
CASH FLOWS FROM FINANCING ACTIVITIES				
Receipts				
Short term loans		0	0	0
Borrowing long term/refinancing		0	0	0
Increase (decrease) in consumer deposits		0	0	0
Payments				
Repayment of borrowing		0	0	0
NET CASH FROM/(USED) FINANCING ACTIVITIES	–	–	–	–
NET INCREASE/ (DECREASE) IN CASH HELD	–	–	–	–
Cash/cash equivalents at the year begin:				–

Cash/cash equivalents at the year-end:		**14 252**	**5 224**	–
Source: MBRR A7				*T 5.9.1*

5.10. Borrowing and investments

No borrowing of funds for 2017/18 financial year.

5.11. Public Private Partnerships

There were no contracts undertaken during the year through PPP.

Component D: Other Financial matters

5.12. Supply Chain Management

SUPPLY CHAIN MANAGEMENT

The Supply Chain Management of Matatiele Local Municipality has been implemented in terms of Chapter 11 of Municipal Finance Management Act No.56 of 2003; SCM Regulations of 2005; and relevant MFMA circulars set out required processes and guidance manuals to help ensure that SCM arrangements provide appropriate goods and services, offer best value for money and minimize the opportunities for fraud and corruption. The Supply Chain Management Policy was reviewed in May 2017.

The purpose of reviewing SCM Policy was to ensure a re-alignment with the legal framework and delegation of systems. And to provide an effective SCM system.
Secondly, Supply chain processes affect both the speed and efficient service delivery of a municipality. Speed and efficiency factors cost money, so it is very important to strike a balance between being highly efficient and adhering to cost reduction strategies as adopted by the municipality.

An effective SCM system helps accomplish the following:

- Managing contractual obligations to assure a continuous supply and avoid a service company's delivery disruptions.
- Strengthening supplier relations for systematic synergy with suppliers and different lines of service delivery.
- Municipal Expenditure management to assure procurement happens through the right suppliers and reduces costs.
- Managing risk and compliance to abide by institutional as well as treasury specific regulations and compliances.
- Establishing a single comprehensive supplier view and deriving insightful procurement analytics. Procurement threshold for 2017/18 financial year and amount spend are as follows:
    - Procurement above R 200 000 amounted in excess of R125 million (Estimates is based on the fact that some projects were awarded on an "as and when" basis over a period not exceeding 3 years).
    - Procurement through deviation from supply chain management processes amounted to R 6,366,738.81

Description	Required Minimum Competency Level (Head of SCM)	Total Number of SCM Official	No of Supply Chain Officials who meet the pre-scribed competency level	No of Supply Chain Officials who don't	Remarks by Auditors General
Higher Education Qualification	At least NQF Level 5 or National Diploma: Public Finance Management and Administration	1	1	0	Position was filled by official who meet that the pre-scribed

					competency level
Work-Related Experience	Minimum of – a) 4 years of which at least 1 year must be at middle management level and at least 3 years at any level in a role related to be position of the official b) 6 years at any level in the role related to the position of the official.	1	1	0	Position was filled by official who meet that the pre-scribed competency level
Competency Area					
Supply Chain Management	116353				

T5.12.1

5.13. GRAP compliance

GRAP COMPLIANCE

Matatiele Local Municipality implements the requirements of GRAP wherein the Annual Financial Statements are prepared in accordance with GRAP standards.

The accounting policy also augment the application of GRAP standards when compiling financial information and reports in compliance with all requirements of MFMA and its regulations. It is rather compulsory for all municipalities to successfully comply with GRAP since the migration phase from the old reporting standards. Any transgressions from the standards are reported by the Auditor General South Africa in their yearly audit cycles and as result municipalities are compelled to develop and adopt internal controls to address findings. The Internal Audit also plays a huge role in raising red flags in preparation for the annual audits by AGSA.

Municipal Finance Management Act (MFMA) dictates processes and procedures to be undertaken by municipalities in conjunction with GRAP standards when reporting to Management, Council, external stakeholders such as Provincial and National Treasury as well as AGSA so as to achieve uniform reporting. During 2017/18 financial year, Matatiele Local Municipality accordingly implemented all the applicable statutes including GRAP and to that effect the audit report did not have major internal control deficiencies with the exception of the qualification paragraph in terms of the audit opinion.

T5.13.1

Chapter Six: Auditor General Audit Findings

Component A: Auditor general opinion of financial statements

6.1. Auditor general reports financial year 2016/17

Auditor-General Report on Service Delivery Performance: Year 2017/18*: 2016/2017	
Status of audit report**	**Qualified Audit Opinion**
Non-Compliance Issues	**Remedial Action Taken**
Material misstatements in the annual performance report	
Expenditure and disclosure items	
	T 6.1.2

Component B: Auditor general opinion 2017/18

6.2. Auditor general report year 2017/18

Auditor-General Report on Financial Performance Year 2017/18*	
Status of audit report: 2017/2018	**Unqualified Audit Opinion**
Non-Compliance Issues	**Remedial Action Taken**
Materiel impairments Receive from non-exchange transection	
Materiel impairments Receive from exchange transection	
Materiel impairments Property Plant and equipment	
Restatement of corresponding figures	
Irregular Expenditure	
Undisclosed Notes	
Unaudited Supplementary information	
Material misstatements in the annual performance report	

Amended SDBIP not consistent with the reported strategic objectives in annual performance report.	
Indicators on the amended SDBIP were not included in the Annual Performance Report	
Targets in the amended SDBIP different on those that are in the Annual Performance Report.	
Planned target do not specify the period or deadline for delivery.	
Target on the SDBIP were not measurable.	
The reported target on the Annual Performance Report do not agree with the supporting document.	
	T 6.1.1

APPENDICIES

APPENDIX A – COUNCILLORS; COMMITTEE ALLOCATION AND COUNCIL ATTENDANCE

Councillors, Committees Allocated and Council Attendance					
Council Members	**Full Time / Part Time** **FT/PT**	**Committees Allocated**	***Ward and/ or Party Represented**	**Percentage Council Meetings Attendance** %	**Percentage Apologies for non-attendance** %
Cllr. Nomasomi Mshuqwana	F/T	Council, Rules and Orders	PR	100%	-
Cllr. Momelezi Mthetheleli Mbedla	F/T	EXCO	PR	100%	-
Cllr. Sonwabile Mngenela	F/T	Whippery Committee, Rules & Orders	PR	100%	-
Cllr. Nomonde Abegail Nkukhu	F/T	EXCO, Economic Development & Planning	PR	99%	1%
Cllr. Matshepo Cecelia Setenane	F/T	EXCO, Infrastructure Services, Rules & Orders	PR	100%	-
Cllr. Nonzwakazi Ngwanya	F/T	EXCO, Budget & Treasury Office	PR	98%	2%
Cllr. Shumikazi Mary-Jane Mzozoyana	P/T	EXCO, SPU & Communications	Ward 01	97%	3%
Cllr. Thembeka Dyantyi	F/T	EXCO, Corporate Services	Ward 20	97%	3%
Cllr. Sicelo Class Maphasa	P/T	EXCO, Community Services	Ward 23	100%	-
Cllr. Sibongiseni Baba	P/T	Municipal Public Accounts Committee	Ward 14	97%	3%
Cllr. Iris Ntlokomeleng Maketela	P/T	Women's Caucus, SPU & Communications	PR	97%	3%
Cllr. Mokhameleli Elias Motloli	P/T	Public Participation & Petitions Committee	Ward 12	97%	3%
Cllr. Polelo Alfred Mohale	P/T	Budget & Treasury, EDP	PR	99%	1%
Cllr. Nobuhle Beauty Nkomo	P/T	Municipal Public Accounts Committee	PR	3%	97%
Cllr. Winnie Khopiso Leballo	P/T	Corporate Services, Rules & Orders	PR	98%	2%
Cllr. Noma-Roma Cornelia Ludidi-Mzonke	P/T	SPU & Communications	PR	97%	3%
Cllr. Nombulelo Albertina Ganya	P/T	Public Participation & Petitions Committee	PR	96%	4%
Cllr. Fikile Prudence Libaziso	P/T	MPAC	Ward 02	95%	5%

Councillors, Committees Allocated and Council Attendance					
Council Members	**Full Time / Part Time** **FT/PT**	**Committees Allocated**	***Ward and/ or Party Represented**	**Percentage Council Meetings Attendance** %	**Percentage Apologies for non-attendance** %
Cllr. Mdibanisi Johannes Mtoto	P/T	Economic Development & Planning	Ward 03	99%	1%
Cllr. Nonceba Preticia Xaki	P/T	Community Services	Ward 04	98%	2%
Cllr. Thabo Patrick Likobela	P/T	SPU & Communications	Ward 05	100%	-
Cllr. Sikhumbuzo Vikwa	P/T	Public Participation & Petitions Committee	Ward 06	96%	4%
Cllr. Cyprian Ntlantla Sithole	P/T	Budget & Treasury	Ward 07	97%	3%
Cllr. Paulos Tlhoriso Hloele	P/T	MPAC	Ward 08	100%	-
Cllr. Nontlantla Ignatia Makhube	P/T	Budget & Treasury	Ward 09	98%	2%
Cllr. Cynthia Nokwanda Sambane	P/T	Community Services	Ward 10	97%	3%
Cllr. Alice Ntaoleng Mpopo	P/T	Economic Development & Planning, Public Participation & Petitions Committee	Ward 11	100%	-
Cllr. Francina Shale	P/T	Infrastructure Services	Ward 13	98%	2%
Cllr. Nofihli Moshoeshoe	P/T	MPAC	Ward 15	100%	-
Cllr. Lungisani Elias Nkamba	P/T	Community Services	Ward 16	99%	1%
Cllr. Xolani Mnconywa	P/T	Economic Development & Planning	Ward 17	100%	-
Cllr. Patrick Zolile Bono	P/T	Infrastructure Services	Ward 18	98%	2%
Cllr. Joey Graham Van Wyhe	P/T	Corporate Services, Budget & Treasury	Ward 19	100%	-
Cllr. Christopher Lulamile Nxesi	P/T	Infrastructure Services	Ward 21	98%	2%
Cllr. Hazel Mncedi Mdingi	P/T	Infrastructure Services	Ward 22	98%	2%
Cllr. Ernest Kabelo Sephuhle	P/T	Corporate Services, Budget & Treasury	Ward 24	100%	-
Cllr. Nomfusi Sylvia Nomzwakhe Paula	P/T	Infrastructure Services	Ward 25	96%	4%
Cllr. Thabiso Levy Mohoto	P/T	MPAC	Ward 26	100%	-
Cllr. Kenneth Charles Biggs	P/T	Budget & Treasury, Rules & Orders	PR	95%	5%

Councillors, Committees Allocated and Council Attendance					
Council Members	**Full Time / Part Time** **FT/PT**	**Committees Allocated**	***Ward and/ or Party Represented**	**Percentage Council Meetings Attendance** %	**Percentage Apologies for non-attendance** %
Cllr. Wonga Bongekile Potwana	P/T	Corporate Services, Infrastructure Services	PR	95%	5%
Cllr. Tselane Felicia Mohatla	P/T	Community Services, SPU & Communications, Economic Development & Planning	PR	97%	3%
Cllr. Tholang Molefe	P/T	MPAC	PR	98%	2%
Cllr. Joseph Mabula		Community Services, Infrastructure Services	PR	94%	6%
Cllr. Wele Clement Mdolomba	P/T	Community Services, Economic Development & Planning, Infrastructure Services	PR	98%	2%
Cllr. Thobeka Constance Mshuqwana-Galo	P/T	MPAC	PR	95%	5%
Cllr. Sibamba-Ngazibini Mgolombane	P/T	Corporate Services, Budget & Treasury, Rules & Orders	PR	97%	3%
Cllr. Nozuko Njobe	P/T	Community Services, SPU & Communications, Budget & Treasury, Public Participation & Petitions Committee	PR	95%	5%
Cllr. Mzwamadoda Stanford Booi	P/T	EXCO, Infrastructure Services, Rules & Orders	PR	95%	4%
Cllr. Leonard Tumo Mothapa	P/T	Budget & Treasury	PR	97%	3%
Cllr. Nomakhephu Mosebetsane	P/T	Community Services, SPU & Communications, Public Participation & Petitions Committee	PR	97%	3%
Cllr. Lebohang Ezekiel Stuurman	P/T	Corporate Services, Rules & Orders	PR	97%	3%
					T A

APPENDIX B – COMMITTEE AND COMMITTEE PURPOSE

Committees (other than Mayoral / Executive Committee) and Purposes of Committees	
Municipal Committees	**Purpose of Committee**
Municipal Public Accounts Committee (MPAC)	To review and examine: ➢ The Financial Statements of the Municipality and its entities; ➢ The Audit Reports on the Financial Statements of the Municipality and its entities; ➢ Any Reports issued by the AG on the affairs of the Municipality and its entities; ➢ Any other Financial Statements or Reports referred to the Committee by the Council; ➢ The Mayor's Quarterly Reports on the implementation of budget, the Service Delivery and Budget Implementation Plan (SDBIP) and the financial state of affairs of the Municipality; ➢ The Mid-Year Budget and Assessment Reports; ➢ The Annual Report of the Municipality and its entities; and ➢ Any information relating to personnel, books of accounts, records, assets and liabilities of the Council and any other source of information that may be required for the purpose of fulfilling its mandate.
Audit Committee	➢ To assist Council and Management in fulfilling their oversight and management responsibilities for the financial reporting process, the system of internal control over financial reporting, the audit process, performance audit, the municipality's compliance with laws and regulations and the code of conduct. ➢ To perform an oversight function over the functioning of the Municipality in terms of the triple E business management principles, namely, efficiency, economically and effectiveness. ➢ To monitor and enforce compliance with the all internal control measures and performance requirements of the Municipality. ➢ To oversee and monitor the broader performance management systems and processes of the Municipality. ➢ To account to the Executive Committee and Council for execution of its duties in terms of submitting reports and its recommendations. ➢ To hold regular meetings on a regular basis to discharge its responsibilities in terms of its broader mandate and Charter requirements.

Committees (other than Mayoral / Executive Committee) and Purposes of Committees	
Municipal Committees	**Purpose of Committee**
Rules and Order Committee	➢ Provide governance and oversight role to the activities and functions of the Council, its sub-structures as well as other functionaries in relation functioning of the Municipality as a whole. ➢ Review of the Council meeting proceedings and related functions of which it is responsible for and make recommendations in respect of items brought before this Committee to Council.
Municipal Budget and Finance Standing Committee	➢ To provide governance and oversight role to the activities and functions of the Chief Financial Officer (CFO). ➢ To review of the departmental activities and make recommendations in respect of items brought before this Committee to the Executive Committee (EXCO).
Community Services Standing Committee	➢ To provide governance and oversight role to the activities and functions of the General Manager: Community Services. ➢ To review of the departmental activities and make recommendations in respect of items brought before this Committee to the Executive Committee (EXCO).
Corporate Services Standing Committee	➢ To provide governance and oversight role to the activities and functions of the General Manager: Corporate Services. ➢ To preview of the departmental activities and make recommendations in respect of items brought before this Committee to the Executive Committee (EXCO).
Economic Development and Planning Standing Committee	➢ To provide governance and oversight role to the activities and functions of the General Manager: Economic Development and Planning. ➢ To review of the departmental activities and make recommendations in respect of items brought before this Committee to the Executive Committee (EXCO).
Special Programmes Unit Standing Committee	➢ To provide governance and oversight role to the activities and functions of the Municipal Manager in relation to Special Programs and Communication Services. ➢ To review of the departmental activities and make recommendations in respect of items brought before this Committee to the Executive Committee (EXCO).
Infrastructure Services Standing Committee	➢ To provide governance and oversight role to the activities and functions of the General Manager: Infrastructure Services.

Committees (other than Mayoral / Executive Committee) and Purposes of Committees	
Municipal Committees	**Purpose of Committee**
	➢ To review of the departmental activities and make recommendations in respect of items brought before this Committee to the Executive Committee (EXCO).

APPENDIX C –THIRD TIER ADMINISTRATIVE STRUCTURE

Third Tier Structure	
Directorate	**Director/Manager (State title and name)**
Directorate: Corporate Services	General Manager: Corporate Services – Mr. Xolo
	Manager: Human Resources Management – Ms. Z. Mbhele
	Manager: Administrative Support and Public Amenities - Ms. K. Blignaut
	Manager: Information Communication and Technology – Mr. T. Raleting
Municipal Manager's Officer	Municipal Manager: Dr. D.C.T. Nakin
	Manager: Communication & SPU – Ms. O. Gwanya
	Manager: IDP and M&E – Ms. N. Sicwebu
	Manager: Internal Audit – Ms. U. Mdlankomo
	Manager: Legal Services – Ms. TP. Motaung
Directorate: Infrastructure Services	General Manager: Infrastructure Services – Ms. Ndwandwe
	Manager: PO&MM – Ms. N. Ntloko
	Manager: Human Settlement & Building Control – Mr. T. Mfene
	Manager: Electricity – Mr. Z. Gqamane
Directorate: Community Services	General Manager: Community Services – Mr. SM. Mbedla
	Manager: Environmental and Solid Waste Management – Ms. L. Leeu
	Manager: Public Safety - Mr. A. Moabi
	Manager: Public Participation and Council Services – Mr. N. Sello
Directorate: BTO	CFO – Mr. L. Ndzelu
	Manager: Budget Planning & Investment – Mr. K. Mehlomakulu
	Manager: SCM – Ms. O. Mgwebi
	Manager: Revenue & Expenditure Management – Ms. N. Majova

Third Tier Structure	
Directorate	**Director/Manager (State title and name)**
	Manager: Financial Reporting and Assets Management – Mr. S. Fokazi
Directorate: EDP	General Manager: EDP - Ms. T. Ntsalla
	Manager: Planning and Development – Ms. T. Matela
	Manager: LED – Mr. V. Ndaba
	T C

APPENDIX D – FUNCTIONS OF MUNICIPALITY / ENTITY

Municipal / Entity Functions		
MUNICIPAL FUNCTIONS	**Function Applicable to Municipality (Yes / No)***	**Function Applicable to Entity (Yes / No)**
Constitution Schedule 4, Part B functions:		
Air pollution	No	N/A
Building regulations	Yes	N/A
Child care facilities	No	N/A
Electricity and gas reticulation	Yes	N/A
Firefighting services	Yes	N/A
Local tourism	Yes	N/A
Municipal airports	No	N/A
Municipal planning	Yes	N/A
Municipal health services	No	N/A
Municipal public transport	No	N/A
Municipal public works only in respect of the needs of municipalities in the discharge of their responsibilities to administer functions specifically assigned to them under this Constitution or any other law	Yes	N/A
Pontoons, ferries, jetties, piers and harbours, excluding the regulation of international and national shipping and matters related thereto	No	N/A
Stormwater management systems in built-up areas	Yes	N/A
Trading regulations	Yes	N/A
Water and sanitation services limited to potable water supply systems and domestic waste-water and sewage disposal systems	No	N/A
Beaches and amusement facilities	No	N/A
Billboards and the display of advertisements in public places	Yes	N/A
Cemeteries, funeral parlors and crematoria	Yes	N/A
Cleansing	Yes	N/A
Control of public nuisances	Yes	N/A
Control of undertakings that sell liquor to the public	Yes	N/A
Facilities for the accommodation, care and burial of animals	Yes	N/A
Fencing and fences	Yes	N/A
Licensing of dogs	No	N/A
Licensing and control of undertakings that sell food to the public	Yes	N/A
Local amenities	Yes	N/A
Local sport facilities	Yes	N/A
Markets	No	N/A
Municipal abattoirs	No	N/A
Municipal parks and recreation	No	N/A
Municipal roads	Yes	N/A
Noise pollution	No	N/A
Pounds	Yes	N/A
Public places	Yes	N/A
Refuse removal, refuse dumps and solid waste disposal	Yes	N/A
Street trading	Yes	N/A
Street lighting	Yes	N/A
Traffic and parking	Yes	N/A

Municipal / Entity Functions		
MUNICIPAL FUNCTIONS	**Function Applicable to Municipality (Yes / No)***	**Function Applicable to Entity (Yes / No)**
Constitution Schedule 4, Part B functions:		
**** If municipality: indicate (yes or No); * If entity: Provide name of entity***		*T D*

APPENDIX E – WARD REPORTING

Functionality of Ward Committees					
Ward Name (Number)	**Name of Ward Councilor and elected Ward committee members**	**Committee established (Yes / No)**	**Number of monthly Committee meetings held during the year**	**Number of monthly reports submitted to Speakers Office on time**	**Number of quarterly public ward meetings held during year**
1.	Cllr. Shumikazi Mary-Jane Mzozoyana **WARD COMMITTEES**: .Langa Yolisa Morai Sophia Tenene Nthofela Dwili Sindiswa Mlandu Avuyile Lepheana Makhothatso Mocheso Mpho Maphela Toka Mdibaniso Khonzaphi Skhafungana Xolani	Yes	1	1	1
2.	Cllr. Fikile Prudence **WARD COMMITTEES** Mokhele Mathakane Makabelo Moeti Skhafungana Noxolani Moso Fumane Makie Gcwabe Bulelwa Xorhile Mzwandile Phamotse Buthelezi Gidi Nomandla Rhigala Phumlile	Yes	8	15	7

	Maphela Nkeletseng				
3.	Cllr M.J Mtoto **WARD COMMITTEES** Mangobe Thapelo Mnika Mercy Mraushe Kwanele Matsepe Nontsikelelo Korjas Phumzile Marongo Nothozama Motitimi Rorisang Bomvana Nocawe Makatisi Novusumzi Qheya Yoliswa	Yes	7	13	6
4.	Cllr. Nonceba Preticia Xaki **WARD COMMITTEE** Ntsheare Mpho Phoko Kubutoana Lekhoana Nyakallo Nzeleni Nontsikelelo Seshea Nontsikelelo Mokoatle Molebedi Kumuwenda Felleng Matsopa Thabang Brown Ntombizodwa Mfundisi Zanele	Yes	9	12	3
5.	Cllr. Thabo Patrick Lekobela **WARD COMMITTEES** Nomlala Nomvula Noqeda Mandisa Mpande Nombongo Letsoisa Thabang Magqinda Mamokoena Mbele Nothobile Pasekile Ngciva Majili Mazeka Sihle Nongwadi Phumzile Jona Nomsa	Yes	6	12	6
6.	Cllr. Sikhumbuzo Vikwa **WARD COMMITTEES** Vusumzi Mbangwa Paulina Ramatladi Litlhare Nthoba Matumelo Sekhothu Matshidiso Lepedi Nombuliso Khalala Matiisetso Koloko Kholeka Mnyameni Mamtolo Lugedeni Lindelwa Langeni	Yes	8	12	4

7.	Cllr. Cyprian Ntlantla Sithole **WARD COMMITTEES** Xathwana Mborwana Gibixhego Nosikhona Jojo Margaret Jojo Nolingisa Macala Simangele Magwetshwana Nomasonto Mtshayelo Lindelwa Mthendele Noxolo Ndaleni Silindile Tyhali	Yes	7	11	4
8.	Cllr. Paulos Tlhoriso Hloele **WARD COMMITTEES** Mookho Koloko Sejabafi Lesapo Moeketsi Dalane Zamicebo Phambaniso Khotsofalang Moroana Disebo Tsoeu Victoria Kula Victor Mohlala Puseletso Mabaleka Mamatsela Faro	Yes	3	7	4
9	Cllr. Nontlantla Ignatia Makhube **WARD COMMITTEES** Zithulele Matabane Xolisile Njomle Matshepiso Shelile Sizwe Ndzimande Nolindelo Manake Madodomzi Gxathwane Mablane Ndungane Mthokozisi Sthephula Patience Buyiswa Ngqweqwe Nomaphelo Nduku	Yes	8	13	5
10.	Cllr. Cynthia Nokwanda Sambane **WARD COMMITTEES** Nothembelani Fisani Nomaxabiso Madikane Mvuyisi Masela Mthobeli Ndzwangu Andile Qolo Mabindisa Nomthetheli Vukile Ntlokwana ManzoloThembeka Shumi Thembeni Msizi Ndawoyonke Ngoma	Yes	9	13	4
11.	Cllr Mokhameleli, Elias Motloli	Yes	10	13	3

	WARD COMMITTEES Howard Mohodi Macaswell Tamane Mphathiswa Mphathiswa Nomzwenkosi Ntsontso Sandile Facu Diketso Taoana Majosefa Nkoko Lungile Siphamla Zamuxolo Nqothe Nomenelisi Mabindisa				
12.	Cllr. Alice Ntaoleng Mpopo **WARD COMMITTEES** Dieketseng Matee Thato Rapotlo Nomawethu Hlathuka Nomzamo Mcaciso .Nnete Mpopo Kabelo Nkholise Bonang Ntsane .Sindiswa Lepheana Moselantja Rankhakile Moholobela Posholi	Yes	11	15	4
13.	Cllr. Francina Shale WARD COMMITTEES Mpho Motsetsoana Sello Sepolo Skhafungana Nomzwandile(Nomzwakhe Nomzuvukile Pina Ntahleng Marae Nthateng Spaere Lekhetho Tenza Temolo Ntsolo Mokoae Tekete Mamakhooa Kali	Yes	8	13	5
14.	Cllr Sibongiseni Baba **WARD COMMITTEES** Moselantja Matumane Buntubunzima Mfulana MahlatsinyanaTokelo Mahloane Moqabanyi Molefe Tlaleng Isac Mangoajane Leanya Teboho Molefe Matsoloane Lebenya Mapalla Ntlou Bataung Khofu	Yes	6	11	5
15.	Cllr. Mofihli Moshoeshoe	Yes	12	23	11

	WARD COMMITTEE Thuso Lebenya Mbulelo Desemele Telang Morai Banele Ngqanga Mamorapeli Hoffman Noncedile Baba Macingwane Nosajini Magcina Ndlela .Mamamello Hoffman Makabelo Moqokama				
16.	Cllr. Lungisani Elias Nkamba **WARD COMMITTEES** Relebohile Sopoli Motlalepula Makamole Ngqwangi Pumla Andreas Motete Mathabo Lekena Dineo Lekhatlanya Mapasa Mokoena Sibongile Masiu Baholo Mokoqama Mankhobo Bolofo	Yes	8	12	4
17.	Cllr Xolani Mnconywa **WARD COMMITTEES** Manelisi Mawundu .Xoliswa Matungana Gcobokazi Peter Zolani Ndawo Nobabini Mbangeni Ntombovuyo Thene Mthetheleli Mtwa Thobani Lupalule Mzawupheli Sibindi Nosicelo G. Jozi	Yes	6	13	7
18.	Cllr. Patrick Zolile Bono **WARD COMMITTEES** Eusebia Nyokana Nonkazimlo Mabutyana .Makhaya Tuswa Zanele Ndlela Ntombentsha Mgijima Nosidima Zamisa Lungiswa Dinana Winnie Sipika Mzwandile Mlobeli Xolisile Nyamakaz	Yes	12	23	11
19	Cllr. Joey Graham Van Whye **WARD COMMITTEES**	Yes	12	23	11

	Nazir Schaik Lubanga TK David Jackson Winston Harper Pakama Evans Collen Morrison Nosisa Kotelana Chetty Jaydeen Myers Gerald Nikho Ndleleni				
20	Cllr. Thembeka Dyantyi **WARD COMMITTEES** Ntsikelelo Dingindlela Marry Mokhesi Rorisang Moorosi Noluthando Mswazi Yandiswa Dayele Nosipho Makaluza Thaka Lekena Bathandwa Nobekwa Nozuko Kakaza Zamicebo Njobe	Yes	11	20	9
	Cllr. Christopher Lulamile Nxesi **WARD COMMITTEES** Nomfundiso Maqashalala Thembelani Nkomazana Nantombi Khathangana Fezile Njeje Xolani Novukela Fikiswa Xaki Momelezi Mnethu Yoliswa Njeje Ongeziwe Mavathulana Neziswa Klaas	Yes	8	8	0
22	Cllr. Hazel Mncedi Mdingi **WARD COMMITTEES** Farrent Genda Phatheka Cezula Nkanyiso Mamfengu Thembikosi Bekezulu Novile Mzilikazi Nomthandazo Manjingolo Nontlantsi Gege Athabile Magugu .Liyolo Kraai Faniswa Nyamakazi	Yes	7	13	6
23	Cllr. Sicelo Class Maphasa **WARD COMMITTEES** Tembeka Sinxotho	Yes	11	18	7

	Tlhalefo Pitiri Thembalethu Memela Masupuli Kakole Portia Juqu Motseki Mokhachane Tsebiso Mokaloba Mbobo Viwe Diaboea Ramangoele Thembisile Matshingana				
24	Cllr. Ernest Kabelo Seputle **WARD COMMITTEES** Moses Letele .Buyisile Ndyalivane Simangele Sholoko Bothata Selela Thokozile Mahase Nodalikhaya Mbobo	Yes	11	22	11
25	Cllr. Nomfusi Sylvia Nomzwakhe Paula **WARD COMMITTEES** Mokoto Motsamai Lebina Moshoeshoe Marorisang Lekhula Malephoto Pilipili .Khothatso Sekhosana Lucky Khakane Nkhekhe Mathaba Nombulelo Gcali Bongiwe Lepheana Mita Mhlauli	Yes	6	12	6
26	Cllr. Thabiso Levy Mohoto **WARD COMMITTEES** Marie Van Wyk Xoliswa .Patience Ngwanya Zenzele Mkhotwana Sophie Marais Sizwe Vowana Thobeka Mgilana Noloyiso Booi Zamuxolo Mboqoka Gretta Mfene Busiswa Ndevu	Yes	11	19	8

APPENDIX F – WARD INFORMATION

Ward Title: Ward Name (Number)			
Capital Projects: Seven Largest in Year 2017/18 (Full List at Appendix O)			
			R' 000
No.	**Project Name and detail**	**Start Date**	**Total Value**
1	Construction of Council Chambers	3/6/2017	21,354,321.74
2	SMART GRID METERING	7/3/2015	14,048,673.46
3	Substation	1/9/2015	36,017,954.91
4	Construction of Sijoka Access road	1/25/2017	9,495,630.51
5	Electrification of 510 Households in Zikhalini & Maphookong Villages	9/11/2017	9,450,776.76
6	Mountan view internal street	2/28/2018	7,607,659.21
7	Electrification of 347 Households in Nyaniso-Nkalweni Village	12/6/2017	6,752,949.14
			T F.1

Basic Service Provision					
Detail	**Water**	**Sanitation**	**Electricity**	**Refuse**	**Housing**
Households with minimum service delivery	N/A	N/A			
Households without minimum service delivery	N/A	N/A			
Total Households*					
Houses completed in year					
Shortfall in Housing units					
**Including informal settlements*					*T F.2*

Top Four Service Delivery Priorities for Ward (Highest Priority First)		
No.	**Priority Name and Detail**	**Progress During Year 2017/18**
1.	Electricity	Funding for rural electrification sourced
2.	Roads	Some Access roads constructed by own municipal plant
3.	Water	Alfred Nzo District Municipality function
4.	Sanitation	Alfred Nzo District Municipality function
		T F.3

APPENDIX G – RECOMMENDATION OF THE MUNICIPAL AUDIT COMMITTEE 2017/18

Municipal Audit Committee Recommendations		
Date of Committee	**Committee recommendations during Year 2017/18**	**Recommendations adopted (enter Yes) If not adopted (provide explanation)**
29 January 2018	1. That the Audit Committee recommends that at all times management responds speedily to all findings made and implements remedial steps suggested in the reports.	
	2. That the Audit Committee further disappointingly notes the regression of municipality from clean audit to qualified opinion in the 2016/2017 financial year. The audit committee notes the strategy and mechanisms presented by management to improve the situation in the 2017/2018 financial year. It will benefit municipality that the strategy addresses all findings raised by external auditors and also focuses on those areas of repeat findings. The strategy should also spell out mechanics of self-monitoring and evaluation to ensure that implementers operate within the plan. Frequent reporting by management to the Audit Committee on the progress on activities of the 2017/2018 turn-around strategy is suggested.	
	That the Audit Committee will report further to the Council on its activities for quarters 1, 2, 3 and 4 of the 2017 / 2018 Financial Year after 30 June 2018. The Committee humbly requests Council to note the contents of this report and accept same.	
30 October 2017	The Audit Committee will report further to the Council on its activities for quarters 1, 2, 3 and 4 of the 2017 / 2018 Financial Year after 30 June 2018. The Committee humbly requests Council to note the contents of this report and accept same.	
		T G

APPENDIX H – LONG TERM CONTRACTS AND PUBLIC PRIVATE PARTNERSHIP (PPP)

The municipality did not have any Long Term Contracts and Public Private Partnership (PPP) in the year under review.

APPENDIX I - MUNICIPAL ENTITY/ SERVICE PROVIDER PERFORMANCE SCHEDULE

Municipal Entity/Service Provider Performance Schedule									
Name of Entity & Purpose	**(a) Service Indicators**	**Year 2017/18**		**Year 1**			**Year 2**	**Year 3**	
		Target	**Actual**	**Target**		**Actual**	**Target**		
	(b) Service Targets	***Previous Year**		***Previous Year**	***Current Year**		***Current Year**	***Current Year**	***Following Year**
(i)	**(ii)**	**(iii)**	**(iv)**	**(v)**	**(vi)**	**(vii)**	**(viii)**	**(ix)**	**(x)**
Parallex Consulting	Vat recovery	Recovery of VAT from SARS on behalf of the municipality.	Good	Recovery of VAT from SARS on behalf of the municipality.	Recover VAT from SARS on behalf of the municipality.	Good	N/A	N/A	N/A
MUNSOFT	Financial System	Provision of municipal financial system for transacting	Good	Provision of municipal financial system for transacting	Provision of municipal financial system for transacting	Good	N/A	N/A	N/A
C TRACK (DIGICORE)	Vehicle Tracking System	4	4	4	4	4	N/A	N/A	N/A
Black dot JV Kano	Valuation roll 2018-2023	Submit a supplementary roll **(by a different service provider. Black Dot JV Kano is newly appointed)**	Supplementary roll submitted by 01 July 2017	Submit a supplementary roll **(by a different service provider. Black Dot JV Kano is newly appointed)**	Submit a final roll by 30 June 2018	Roll submitted by 30 June 2018	N/A	N/A	N/A
Parallax Consulting	Smart metering	Replace old meters to smart meters	1250 Meters installed	Replace old meters to smart meters	Replace old meters to smart meters	2001 meters	N/A	N/A	N/A
Ilitha Consulting	Solar Maintenance	Maintenance of Solar systems for indigent beneficiaries	Solar systems maintained for	Maintenance of Solar systems for indigent beneficiaries	Maintenance of Solar systems for indigent beneficiaries	Maintenance of Solar systems	N/A	N/A	N/A

			all beneficiaries in the register			for indigent beneficiaries			
Sunlec Consulting	Solar Maintenance	Maintenance of Solar systems for indigent beneficiaries	Solar systems maintained for all beneficiaries in the register	Maintenance of Solar systems for indigent beneficiaries	Maintenance of Solar systems for indigent beneficiaries	Maintenance of Solar systems for indigent beneficiaries	N/A	N/A	N/A
Trifecta Consulting	Debt collection	Assist the municipality with collecting debts that are 90 days and older	Collection done on a monthly basis	Assist the municipality with collecting debts that are 90 days and older	Assist the municipality with collecting debts that are 90 days and older	Collection done on a monthly basis	N/A	N/A	N/A
Protea consulting	Preparation of annual financial statements	Grap compliant AFS	Good	Grap compliant AFS	Grap compliant AFS	Good	N/A	N/A	N/A
Sondlo chartered accountants inc	Grap compliant infrastructure assets register	N/A	N/A	N/A	Revaluation and updating of infrastructure assets	Good	N/A	N/A	N/A
							N/A	N/A	N/A
Bravo Africa	Supply and Delivery of Law Enforcement Books	N/A	N/A	N/A	Supply and delivery of Law Enforcement Books	Incomplete, Half the order was delivered due to Govern	N/A	N/A	N/A

						ment Printing Works supplying to governments only.			
GETEC	Supply and Delivery of a Canopy	N/A	N/A	N/A	Supply and delivery of one Toyota Hilux S/C LDV canopy	Good	N/A	N/A	N/A
DYD Rose Events	Service and Maintenance of Fire Extinguishers and Fire Hose Reels	N/A	N/A	N/A	Service and Maintenance of 67 Fire Extinguishers and 4 Fire Hose Reels	Good	N/A	N/A	N/A
LF SETS Investments	Supply and Delivery of firefighters' uniform	N/A	N/A	N/A	Supply and Delivery of firefighters' uniform	Good	N/A	N/A	N/A
							N/A	N/A	N/A
Harvey World Travels	Accomodation and meals.	N/A	N/A	N/A	N/A	Good	N/A	N/A	N/A
Thembumbuso Trading	Catering (lunch)	N/A	N/A	N/A	Catering	Good	N/A	N/A	N/A
Lethama Trading	Catering (lunch packs)	N/A	N/A	N/A	Catering	Good	N/A	N/A	N/A
Afri- West Cuisene	Catering (lunch)	N/A	N/A	N/A	Catering	Good	N/A	N/A	N/A

Skhunyana Consulting	Customer Satisfaction Survey	Yearly Survey	Good	Yearly Survey	Yearly Survey	Good	N/A	N/A	N/A
Batebang Bataung Mechanical and Electrical Services (Contract from January 2015 up to 31 January 2018)	• Grass cutting – Matatiele Sports Fields • Marking and maintenance of Sports fields • Watering of sports fields • Tree pruning • Opening and Cleaning of Drains	• Grass cutting – Matatiele Sports Fields • Marking and maintenance of Sports fields • Watering of sports fields • Tree pruning • Opening and Cleaning of Drains	N/A	• Grass cutting – Matatiele Sports Fields • Marking and maintenance of Sports fields • Watering of sports fields • Tree pruning • Opening and Cleaning	years (January 2015 to 31 January 2018)	Waste removal, Filling holes, Cleaning Thandani Stadium Cleaning Toilets Marking sports field	N/A	N/A	N/A
RLM Trading	• To supply adequate toilet paper, cleaning chemicals/materials and	• To supply adequate toilet paper, cleaning chemicals/materials and light bulbs.	On-going	• To supply adequate toilet paper, cleaning chemicals/materials and light bulbs. • To maintain, repair, replace where necessary, the plumbing and	To supply adequate toilet paper, cleaning chemicals/materials and light bulbs. • To maintain, repair, replace where necessary, the plumbing and	On-going	N/A	N/A	N/A

	light bulbs. • To maintain, repair, replace where necessary, the plumbing and electrical installations in the public conveniences	• To maintain, repair, replace where necessary, the plumbing and electrical installations in the public conveniences		electrical installations in the public conveniences	electrical installations in the public conveniences				
							N/A	N/A	N/A
Amamayeza Roads and Earthworks R98 733.50	• To supply adequate toilet paper, cleaning chemicals/materials and light bulbs. • To maintain, repair,	• To supply adequate toilet paper, cleaning chemicals/materials and light bulbs. • To maintain, repair, replace where	On-going	• To supply adequate toilet paper, cleaning chemicals/materials and light bulbs. • To maintain, repair, replace where necessary, the plumbing and electrical installations in the public conveniences	4 months (10 October 2017 to 31 January 2018)	On-going	N/A	N/A	N/A

	replace where necessary, the plumbing and electrical installations in the public conveniences	necessary, the plumbing and electrical installations in the public conveniences							
LKG CIVILS (Pty) (Ltd) R177 000.00	• To supply adequate toilet paper, cleaning chemicals/materials and light bulbs. • To maintain, repair, replace where necessary, the plumbin	• To supply adequate toilet paper, cleaning chemicals/materials and light bulbs. • To maintain, repair, replace where necessary, the plumbing and electrical	On-going	• To supply adequate toilet paper, cleaning chemicals/materials and light bulbs. • To maintain, repair, replace where necessary, the plumbing and electrical installations in the public conveniences	1st June 2018 to 31st November 2018	On-going	N/A	N/A	N/A

	g and electrical installations in the public conveniences	installations in the public conveniences							
Tankimzwa Trading R29 619.00	• To supply uniform / protective clothing for the unit staff for 2017/2018	• To supply uniform/protective clothing for the unit staff for 2017/2018	Last delivery made on 22 June 2018.	• To supply uniform/protective clothing for the unit staff for 2017/2018	One Month	Last delivery made on 22 June 2018.	N/A	N/A	N/A
Mabo Industries CC R153 187.99	• To supply and deliver 150 academic books for libraries	• To supply and deliver 150 academic books for libraries	Appointed on the 27 June 2018	• To supply and deliver 150 academic books for libraries	N/A	Appointed on the 27 June 2018	N/A	N/A	N/A
KSA	Security Services	Secure Municipal Properties and Assets	Security Services were provided as required	Secure Municipal Properties and Assets	Secure Municipal Properties and Assets	Security Services offered as required	N/A	N/A	N/A

LA duma Sports	Coller Boxes and Wall frame photos Khanya Naledi Day and wellness day event	It was a once off project	Project completed within one day.	It was a once off project	N/A	N/A	N/A	N/A	N/A
Eastern Cape Music House Rocks	Supply of sound system and live band	It was a once off project	Project completed within one day.	It was a once off project	N/A	N/A	N/A	N/A	N/A
Intombi Promotional Gifts	Supply of glass awards	It was a once off project	they could not follow the prescribed specifications and supplied with incorrect products	It was a once off project	N/A	N/A	N/A	N/A	N/A
Boiphihlelo guest house	Catering for Khanya Naledi day	It was a once off project	Project completed within one day.	It was a once off project	N/A	N/A	N/A	N/A	N/A
Sokhulu Mnqabande Trading	Videotaping on Khanya Naledi day	It was a once off project	Project completed	It was a once off project	N/A	N/A	N/A	N/A	N/A

			within one day.						
Sgejane Consulting	Memotime & Desk Stand for Khanya Naledi	It was a once off project	Project completed within one day.	It was a once off project	N/A	N/A	N/A	N/A	N/A
Mchenge Engineering Solutions	Branded Energizer Power Banks	It was a once off project	Project completed within one day.	It was a once off project	N/A	N/A	N/A	N/A	N/A
Matatiele Furnishers	Washing machines for Khanya Naledi	It was a once off project	Project completed within one day.	It was a once off project	N/A	N/A	N/A	N/A	N/A
Busby Promo	Luggage bag for Khanya Naledi	It was a once off project	Project completed within one day.	It was a once off project	N/A	N/A	N/A	N/A	N/A
AO2 Branding and Logistics	Double Decker Bags for Khanya Naledi Day	It was a once off project	Project completed within one day.	It was a once off project	N/A	N/A	N/A	N/A	N/A
							N/A	N/A	N/A
Parallex Consulting	Vat recovery	Recovery of VAT from SARS on behalf of the municipality	Good	Recovery of VAT from SARS on behalf of the municipality	Recover VAT from SARS on behalf of the municipality.	Good	N/A	N/A	N/A
Parallex Consulting	Vat recovery	Recovery of VAT from SARS on	Good	Recovery of VAT from SARS on	Recover VAT from SARS on	Good	N/A	N/A	N/A

		behalf of the municipality		behalf of the municipality	behalf of the municipality.				
Parallex Consulting	Vat recovery	Recovery of VAT from SARS on behalf of the municipality	Good	Recovery of VAT from SARS on behalf of the municipality	Recover VAT from SARS on behalf of the municipality.	Good	N/A	N/A	N/A
Parallex Consulting	Vat recovery	Recovery of VAT from SARS on behalf of the municipality	Good	Recovery of VAT from SARS on behalf of the municipality	Recover VAT from SARS on behalf of the municipality.	Good	N/A	N/A	N/A
Parallex Consulting	Vat recovery	Recovery of VAT from SARS on behalf of the municipality	Good	Recovery of VAT from SARS on behalf of the municipality	Recover VAT from SARS on behalf of the municipality.	Good	N/A	N/A	N/A
Parallex Consulting	Vat recovery	Recovery of VAT from SARS on behalf of the municipality	Good	Recovery of VAT from SARS on behalf of the municipality	Recover VAT from SARS on behalf of the municipality.	Good	N/A	N/A	N/A
Parallex Consulting	Vat recovery	Recovery of VAT from SARS on behalf of the municipality	Good	Recovery of VAT from SARS on behalf of the municipality	Recover VAT from SARS on behalf of the municipality.	Good	N/A	N/A	N/A
Parallex Consulting	Vat recovery	Recovery of VAT from SARS on behalf of the municipality	Good	Recovery of VAT from SARS on behalf of the municipality	Recover VAT from SARS on behalf of the municipality.	Good	N/A	N/A	N/A
COMPLAN	Township establishment for commercial and residential development: Matatiele ,Maluti and Cedarville	Draft layout plans produced	Draft layout plans developed	Draft layout plans produced	Approval of the township	Draft layout plans produced Submission of layout	N/A	N/A	N/A

						plans to Municipal Planning Tribunal for approval			
NHP GEOSPACE	GIS update	Procurement of GIS equipment	N/A	Procurement of GIS equipment	Update of GIS	equipment procured	N/A	N/A	N/A
BLACKDOT	Valuation of 20 municipal sites	Valuation of 20 municipal sites	N/A	Valuation of 20 municipal sites	Valuation of 20 municipal sites	Sites valued, draft report submitted	N/A	N/A	N/A
Sondela and OK Foods	Grocery Vouchers and Grocery	N/A	N/A	N/A	Grocery Vouchers	Good	N/A	N/A	N/A
Maloti Guest Lodge	Conference Facilities and Catering	N/A	N/A	N/A	Conferencing and catering	Good	N/A	N/A	N/A
Garden court Umhlanga	Conferencing and accommodation for the strategic planning session	N/A	N/A	N/A	Conferencing and accommodation for the strategic planning session from 04 – 08 February	complete	N/A	N/A	N/A
Sgejane Consulting	Provided bags for the strategic planning session	N/A	N/A	N/A	Bags for delegates during the strategic planning session	complete	N/A	N/A	N/A

Nandiphelo Trading Enterprise	Catering Services	N/A	N/A	N/A	Catering Services	Good	N/A	N/A	N/A
Tshani Consulting	Ward based plans: analysis and ward profiling for the 26 wards of Matatiele local municipality	N/A	N/A	N/A	Produce 26 ward based plans win municipality overview	26 draft plans completed with draft plans with municipal overview. Rinting and delivery not yet done	N/A	N/A	N/A
Intulo Civils	Coordination of the 7th Matatiele Music Festival	N/A	N/A	N/A	Coordination of the 7th Matatiele Music Festival	Fair	N/A	N/A	N/A
Mavebi Trading	VVIP Catering	N/A	N/A	N/A	VVIP Catering for the 7th Matatiele Music Festival	Good	N/A	N/A	N/A
Events By Bellz	Marquees	N/A	N/A	N/A	Supply, Delivery and Erection of Marquee Framed Tents for the 7TH Matatiele Music Festival	Good	N/A	N/A	N/A
Ngxabalala Trading	VIP Catering	N/A	N/A	N/A	VIP Catering for the 7th Matatiele Music Festival	Good	N/A	N/A	N/A

LKG 11 Civils Pty Ltd	Speed Fence supply, delivery and erecting of the fence	N/A	N/A	N/A	Supply and Delivery of Speed Fence for the 7th Matatiele Music Festival	Good	N/A	N/A	N/A
Route 56	Matat Fees Event Coordinator	N/A	N/A	N/A	Matat Fees Event Coordinator and Hosting of the event	Good	N/A	N/A	N/A
Mpiyonke Dream Trading	Production of Tourism Promotional Video	N/A	N/A	N/A	Production of Tourism Promotional Video	Good	N/A	N/A	N/A
Zama Gambu Trading	Supply and Delivery of seeds and seedlings to households	N/A	N/A	N/A	Supply and Delivery of seeds and seedlings to households	Good	N/A	N/A	N/A
Ntize Business Solutions	Supply and Delivery of seeds and seedlings to households	N/A	N/A	N/A	Supply and Delivery of seeds and seedlings to households	Good	N/A	N/A	N/A
Mehloding Heritage Trust	Hosting of indigenous horse racing event	N/A	N/A	N/A	Hosting of indigenous horse racing event	Good	N/A	N/A	N/A
Ced Matat Race	Hosting of Ced Matat Race	N/A	N/A	N/A	Hosting of Ced Matat Race	Good	N/A	N/A	N/A
ODG Technologies	Design & Project Management	N/A	N/A		Project management	Hand over the project to municip	N/A	N/A	N/A

						ality and Eskom			
SizaMekaar Electrical contractor	Electrification of Zikhalini & Maphokoma	N/A	N/A	N/A	Connection of 510 households in Zikhalini, & Maphokong by 30 June 2018	Connection of 510 households in Zikhalini, & Maphokong by 30 June 2018	N/A	N/A	N/A
SizaMekaar Electrical contractor	Electrification of Edrayini Village	N/A	N/A	N/A	Connection of 215 households in Edrayini 30 June 2018	215 households in Edrayini connected as at 30 June 2018	N/A	N/A	N/A
SizaMekaar Electrical contractor	Electrification of Kwa-PS, Magayazidlele and New House	N/A	N/A	N/A	Connection of 205 households in PS, Magayazidlele, New House by 30 June 2018.	205 households in PS, Magayazidlele and New House connected as at 30 June 2018	N/A	N/A	N/A

Rock Powerline Electrical contractor	Nkali Electrification	N/A	N/A	N/A	Connection of 234 households in Nkali by 30 June 2018.	239 Households in Nkali connected as at 30 June 2018	N/A	N/A	N/A
Rock Powerline Electrical contractor	Nuresh Electrification	N/A	N/A	N/A	Connection of 136 households in Nuresh by 30 June 2018.	136 Households in Nuresh connected as at 30 June 2018	N/A	N/A	N/A
RPS Ilangabi (Consultant)	Design & Project Management	N/A	N/A	N/A	Project management	Hand over the project to municipality and Eskom	N/A	N/A	N/A
A1 Electrical (Contractor)	Chibini Electrification	N/A	N/A	N/A	Connection of 207 households in Chibini A – E Phase 2 by 30 June 2018.	207 households connected in Chibini A-E) completed on the 30 September 2017.	N/A	N/A	N/A

A1 Electrical (Contractor)	Pamlaville	N/A	N/A	N/A	Connection of 243 households in Pamlaville by 30 June 2018	Connection of 243 households in Palmaville completed on the 30.	N/A	N/A	N/A
DP Madalana & Thake Electrical	Mahareng Chere & Thotaneng	N/A	N/A	N/A	Connection of 641 households in Mahareng Chere & Thotaneng by 30 June 2018	641 households in Mahareng, Chere and Thotaneng connected as at 30 June 2018	N/A	N/A	N/A
Thake Electrical	KwaMadlangala	N/A	N/A	N/A	Connection of 481households in KwaMadlangala by 30 June 2018	481 households in KwaMadlangala connected as at 30 June 2018	N/A	N/A	N/A
MAM Electrical &		N/A	N/A	N/A	Connection of 661 households in Nyaniso, Bubesi	661 Households	N/A	N/A	N/A

MG Electrical					B, Nkalweni by 30 June 2018.	connected in Nyaniso, Bubesi B, Nkalweni on the 22 June 2018			
Intlangula Trading	Construction of Butsula via Taung AR	N/A	N/A	N/A	To construct 80% completion of Butsula via Taung to Preschool Access Road by 30 June 2018	95% Complete	N/A	N/A	N/A
Manong Construction Projects	Construction of Vikinduku AR	N/A	N/A	N/A	To construct 80% completion of Vikinduku access road by 30 June 2018	80% complete	N/A	N/A	N/A
Waving High Trading & Projects	Construction of Gudlintaba AR	N/A	N/A	N/A	To construct 80% completion of Gudlintaba access road by 30 June 2018	95% Complete	N/A	N/A	N/A
Mabona Civils & Planthire	Zazingeni-Mazizini AR	50% completion(clear and grub, roadbed preparation)	Tipping and processing completed	50% completion(clear and grub, roadbed preparation)	To construct 100% completion of Zazingeni – Mazizini access road by 30 June 2018	100% Complete	N/A	N/A	N/A
Mabona Civils & Planthire	Mabheleni AR	N/A	N/A	N/A	To construct 100% completion of Mabheleni Access	95% completion	N/A	N/A	N/A

					Road by 30 June 2018				
SDM Consulting Engineers	Mabheleni Bridge	N/A	N/A	N/A	To construct 50% completion of Mabheleni bridge by 30 June 2018	15% Tender and advertisement	N/A	N/A	N/A
Mabona Civils & Planthire	Khauoe AR	(50% completion) Clear and grub , road bed preparation	Clear and grub,roadbed preparation completed%	(50% completion) Clear and grub , road bed preparation	To construct 100% completion of Khaue access road by 30 June 2018	100% Complete	N/A	N/A	N/A
Mabona Civils & Planthire	Mangopeng AR	(50% completion) Clear and grub , road bed preparation	80% completed	(50% completion) Clear and grub , road bed preparation	To construct 100% completion of Mangopeng access road by 30 June 2018	95% completion	N/A	N/A	N/A
SDM Consulting Engineers	Mangopeng Bridge	50% completion Base foundation Base slab	95% completed	50% completion Base foundation Base slab	100% completion of Mangopeng bridge constructed by 30 June 2017	100% Complete	N/A	N/A	N/A
Kuyazanywa Construction	Mangopeng Bridge	50% completion Base foundation Base slab	95% completed	50% completion Base foundation Base slab	100% completion of Mangopeng bridge constructed by 30 June 2017	100% Complete	N/A	N/A	N/A
Molemo Consulting Engineers	Lagrange Pedestrian Bridge	50% completion) Base foundation, Base slab	50% completed	50% completion) Base foundation, Base slab	To construct 95% completion of Lagrange Pedestrian bridge by 30 June 2018	50% Base Foundations	N/A	N/A	N/A

Umpisi Consulting Engineers	Tlakanelo Culvert Bridge	70% completion of Tlhakanelo Culvert bridge (12m) constructed by 30 June 2017	95% completed	70% completion of Tlhakanelo Culvert bridge (12m) constructed by 30 June 2017	To construct 100% of Tlakanelo Culvert bridge by 30 June 2018	100% Complete	N/A	N/A	N/A
Maboka Contractors	Tlakanelo Culvert Bridge	70% completion of Tlhakanelo Culvert bridge (12m) constructed by 30 June 2017	95% practically completed	70% completion of Tlhakanelo Culvert bridge (12m) constructed by 30 June 2017	To construct 100% of Tlakanelo Culvert bridge by 30 June 2018	100% Complete	N/A	N/A	N/A
Zamisanani Projects	Soloane Access Road	100% completion of Soloane AR-(4.4Km) of access roads constructed by 30 June 2017	95% practically completed	100% completion of Soloane AR-(4.4Km) of access roads constructed by 30 June 2017	To construct 100% completion of Soloane access road by 30 June 2018	100% Complete	N/A	N/A	N/A
Incline & Decline	Manase AR	100% completion of Manase AR-(2.4 Km) of access roads constructed by 30 June 2017	95% practically completed	100% completion of Manase AR-(2.4 Km) of access roads constructed by 30 June 2017	To construct 100% completion of Manase access road by 30 June 2018	100% Complete	N/A	N/A	N/A
Mabona Civils & Planthire	Sandfontein AR	95% completion Sandfontein AR-(5.8Km) of access roads constructed by 30 June 2017	95% practically completed	95% completion Sandfontein AR-(5.8Km) of access roads constructed by 30 June 2017	To construct 100% completion of Sandfontein access road by 30 June 2018	100% Complete	N/A	N/A	N/A
MVI Construction	Kamorathaba-Tshepisong AR	95% completion of Kamorathaba – Tsepisong -(3.8Km) of access roads constructed by 30 June 2017	95% practically completed	95% completion of Kamorathaba – Tsepisong -(3.8Km) of access roads constructed by 30 June 2017	To construct 100% completion of Kamorathaba-Tsepisong access road by 30 June 2018	100% Complete	N/A	N/A	N/A
SDM consulting Engineers	Sijoka AR & Bridge	40% completion (site establishment)	Layer works completed	40% completion (site establishment)	To construct 95% completion of Sijoka access road by 30 June 2018	80% Complete	N/A	N/A	N/A

Manong Construction Projects JV RGZ Projects	Sijoka AR & Bridge	40% completion (site establishment)	Layerworks completed	40% completion (site establishment)	To construct 95% completion of Sijoka access road by 30 June 2018	80% Complete	N/A	N/A	N/A
SDM Consulting Engineers	Mehloloaneng AR & Bridge	95% completion	95% completion	95% completion	To construct 100% completion of Mehloloaneng access road by 30 June 2018	100% Complete	N/A	N/A	N/A
KGZ Services	Mehloloaneng AR & Bridge	95% completion	95% completion	95% completion	To construct 100% completion of Mehloloaneng access road by 30 June 2018	100% Complete	N/A	N/A	N/A
Manong construction & Projects	Ngcwengane AR	N/A	N/A	N/A	To construct 80% completion of Ngcwengane - Bomvini access road by 30 June 2018	95% Complete	N/A	N/A	N/A
Umpisi Consulting Engineers	Matatiele Sports Centre	20% completion(contractor appointment)		20% completion(contractor appointment)	To construct 65% completion of a Matatiele sport center by 30 June 2018	15% Tender and Advertisement	N/A	N/A	N/A
Tshawe Infrastructure Technologies	Planning for Freystata Bridge	N/A	N/A	N/A	To source funding for Freystata bridge by 30 June 2018	Funding approved	N/A	N/A	N/A
Zinzame Consulting Engineers	Mountain View Internal Streets	N/A	N/A	N/A	To construct 70% completion of Mountain View Internal Streets by 30 June 2018	75% Complete	N/A	N/A	N/A

Mahlubi Transport & Plant	Mountain View Internal Streets	N/A	N/A	N/A	To construct 70% completion of Mountain View Internal Streets by 30 June 2018	75% Complete	N/A	N/A	N/A
SDM Consulting Engineers	Maluti Internal Streets Phase3	95% completion	70% completion	95% completion	To construct 100% completion of a 4km surfaced road by 30 June 2018	100% Complete	N/A	N/A	N/A
Egxeni Engineering	Maluti Internal Streets Phase3	95% completion	70% completion	95% completion	To construct 100% completion of a 4km surfaced road by 30 June 2018	100% Complete	N/A	N/A	N/A
Phunga Consultants	Planning for Construction of Matatiele Int Streets CBD-Phase 2	N/A	N/A	N/A	To source funding for a Matatiele Internal Streets-CBD-Phase 2 by 30 June 2018	Funding approved	N/A	N/A	N/A
Mabona Civils & Planthire	Maintenance & Rehabilitation of Thaba Bosiu Access Road	N/A	N/A	N/A	Maintenance and rehabilitation of Thaba-Bosiu Access Road by 30 June 2018.	100% Complete	N/A	N/A	N/A
Mabona Civils & Planthire	Maintenance & Rehabilitation of Sigoga Access Road	N/A	N/A	N/A	Maintenance and rehabilitation of Sigoga Access Road by 30 June 2018.	100% Complete	N/A	N/A	N/A
Mabona Civils & Planthire	Maintenance & Rehabilitation of Mapfontein Access Road	N/A	N/A	N/A	Maintenance and rehabilitation of Mapfontein Access Road by 30 June 2018.	100% Complete	N/A	N/A	N/A
							N/A	N/A	N/A

Mabona Civils & Planthire	Maintenance & Rehabilitation of Rholweni - Fiva Access Road	N/A	N/A	N/A	Maintenance and rehabilitation of Rholweni – Fiva Access Road by 30 June 2018.	100% Complete	N/A	N/A	N/A
Mabona Civils & Planthire	Maintenance & Rehabilitation of Nchodu Access Road	N/A	N/A	N/A	Maintenance and rehabilitation of Nchodu Access Road by 30 June 2018.	100% Complete	N/A	N/A	N/A
Mabona Civils & Planthire	Maintenance & Rehabilitation of Sphola - Afsondering Access Road	N/A	N/A	N/A	Maintenance and rehabilitation of Sphola - Afsondering Access Road by 30 June 2018.	50% Complete	N/A	N/A	N/A
Mabona Civils & Planthire	Maintenance & Rehabilitation of Harry Gwala Access Road	N/A	N/A	N/A	Maintenance and rehabilitation of Harry Gwala Access Road by 30 June 2018.	50% complete	N/A	N/A	N/A
Onrsus Trading	Supply and delivery of 500m³ G5 material	N/A	N/A	N/A	Supply and delivery of 500m³ G5 material	Supply and delivery of 500m³ G5 material	N/A	N/A	N/A
Mahlonono Trading	Supply and delivery of 600m³ crusher dust	N/A	N/A	N/A	Supply and delivery of 500m³ crusher dust	Supply and delivery of 500m³ crusher dust	N/A	N/A	N/A

Amended Recline and Trading	Supply and delivery of protective clothing	N/A	N/A	N/A	Supply and delivery of protective clothing	Supply and delivery of protecti ve clothing	N/A	N/A	N/A
Mdubane Energy Services	Supply and delivery of 200 anionic stable 60% tar drums	N/A	N/A	N/A	Supply and delivery of 200 anionic stable 60% tar drums	Supply and delivery of 200 anionic stable 60% tar drums	N/A	N/A	N/A
Cobro Concrete	Supply and delivery of concrete pipes	N/A	N/A	N/A	Supply and delivery of concrete pipes	Supply and delivery of concrete pipes	N/A	N/A	N/A
Shurus Construction	Supply and delivery of 5000 bags of cold asphalt	N/A	N/A	N/A	Supply and delivery of 5000 bags of cold asphalt	Supply and delivery of 5000 bags of cold asphalt	N/A	N/A	N/A
Puruma Transport	Supply and delivery of 300m³ of sand	N/A	N/A	N/A	Supply and delivery of 300m³ of sand	Supply and delivery of 300m³ of sand	N/A	N/A	N/A

Transtruct civil and building	Construction of New Council Chambers and offices	100% Completion of New Council Chamber	LUBBE Construction as a main contractor was terminated due to 1. POOR performance 2. Lack of cash flow 3. Failed to submit concrete results. therefor the contract was terminated on the 20 October 2016	100% Completion of New Council Chamber	50% completion of Council Chambers	Concrete works under construction by June 2018	N/A	N/A	N/A
Manong Construction	Construction of Silo phase 2	N/A	N/A	N/A	Stage 7 (80%) Windows Plastering	Stage 7 (80%) – the followin	N/A	N/A	N/A

					Landscaping	g was completed: Windows Plastering Landscaping Completed by 30 June 2018			
Mahlakoana Trading	Renovations of Mafube Pre School	N/A	N/A	N/A	Routine maintenance of five (5) Pre-school by 30 June 2018	100% complete by 26-06-2018	N/A	N/A	N/A
Debeza Holdings	Renovation of Dengwane Pre School	N/A	N/A	N/A	Routine maintenance of five (5) Pre-school by 30 June 2018	100% complete by 26-06-2018	N/A	N/A	N/A
Malekapare Trading	Renovation of Sandfontein community hall	N/A	N/A	N/A	Routine maintenance of five (5) community hall by 30 June 2018	100% complete by 29-06-2018	N/A	N/A	N/A
Sweetdreams Trading	Renovation of Mangolong community hall	N/A	N/A	N/A	Routine maintenance of five (5) community halls by 30 June 2018	100% complete by 21-06-2018	N/A	N/A	N/A
Sisasesonke Trading	Renovation of St Paul community hall	N/A	N/A	N/A	Routine maintenance of five (5)	100% complet	N/A	N/A	N/A

					community halls by 30 June 2018	e by 21-06-2018			
Nal Investments	Renovation of Likhetlane community hall	N/A	N/A	N/A	Routine maintenance of five (5) community halls by 30 June 2018	100% complete by 21-06-2018	N/A	N/A	N/A
Jafta inc	Legal services: 1. Matshoba and matubatuba/MLM 2. Salathisontabeni/ MLM 3. R shaik / MLM	To defend the municipality	All matters are defended	To defend the municipality	To defend the municipality	All matters are defended	N/A	N/A	N/A
McLeod and associates	Legal services: 1. Zincedengokwako/MLM 2. Hans /MLM 3. MLM / Posholi Mathoalana 4. Taelo/MLM	To defend the municipality	All matters are defended	To defend the municipality	To defend the municipality	All matters are defended	N/A	N/A	N/A
Xolilentshulana attorneys/	Legal services: 1. Cyasounds/ MLM	To defend the municipality	All matters are	To defend the municipality	To defend the municipality	All matters are	N/A	N/A	N/A

	2. Moshoes hoe/MLM		defended			defended			
Moktjo and associates	Legal services: 1. O oryl l/MLM 2. Thurston/ MLM 3. Sokuphola/ MLM 4. Marubelela/MLM 5.	To defend the municipality	All matters are defended	To defend the municipality	To defend the municipality	All matters are defended	N/A	N/A	N/A
Tlluzipo attorneys	Legal services: 1. Two sisters/MLM 2. Begin Africa/MLM 3.	To defend the municipality	All matters are defended	To defend the municipality	To defend the municipality	All matters are defended	N/A	N/A	N/A
Matthew Francis Inc.	Legal services 1. Matatiele Municipality Golf Club 2. Diko Van De Merve/ MLM 3. Transfer and endosement of	N/A	All matters are defended	N/A	N/A	All matters are defended	N/A	N/A	N/A

	Municipal 4. TCN Architects / MLM 5. MKHIZE MINNING /MLM 6. Thlobohano Matela// MLM 7. Execudor 90 CC Tenants // MLM								
Wellsy Pretorius Inc.	Mbuyazi and others / LML	To defend the municipality	The matters is defended	To defend the municipality	To defend the municipality	the matters is defended	N/A	N/A	N/A
Teifenthelar attorneys	Legal services: Lube / MLM	To defend the municipality	The matters is defended	To defend the municipality	To defend the municipality	The matter is defended	N/A	N/A	N/A
Matatiele Milk Depot	Spring Water Supply for the Ordinary Council Meeting held on 28 July 2017	N/A	N/A	N/A	Supply 100 500ml bottles of Spring Bottled natural water	The total cost was R495.90 The 100 bottled water was	N/A	N/A	N/A

						delivered cold			
Binita Dry Cleaners	Dry cleaning table cloths for the Ordinary Council meeting held on 28 July 2017	N/A	N/A	N/A	Provide dry cleaning services of 24 table cloths	The total cost was R720.00 Table cloths were dry cleaned and ironed	N/A	N/A	N/A
Matatiele Milk Depot	Spring Water Supply for the Ordinary Council Meeting held on 30 October 2017	N/A	N/A	N/A	Supply 100 500ml bottles of Spring Bottled natural water	The total cost was R456.00 The bottled water was cold.	N/A	N/A	N/A
Benita Dry Cleaners	Dry cleaning table cloths for the Ordinary Council meeting held on 30 October 2017	N/A	N/A	N/A	Provide dry cleaning services of 24 table cloths	The total cost was R720.00 Table cloths were dry cleaned and ironed	N/A	N/A	N/A

Benita Dry Cleaners	Dry cleaning table cloths for the Special Council meeting held on 14 December 2017	N/A	N/A	N/A	Provide dry cleaning services of 24 table cloths	The total cost was R720.00 Table cloths were dry cleaned and ironed	N/A	N/A	N/A
Matatiele Milk Depot	Spring Water Supply for an Ordinary Council Meeting held on 26 April 2018	N/A	N/A	N/A	Supply 100 500ml bottles of Spring Bottled natural water	The total cost was R517.50 The bottled water was cold.	N/A	N/A	N/A
IGS Solutions	e-PMS Support	e-PMS Support	N/A	e-PMS Support	Upload information on the ePMS system	Uploading PMS information on the System	N/A	N/A	N/A
Rakoma Associates & Inc.	Internal Audit Services	Service provider was appointed in April 2017 (2016/2017) financial year	4	Service provider was appointed in April 2017 (2016/2017) financial year	To conduct Annual Financials and Information Technology reviews (2017/2018).	Good	N/A	N/A	N/A
Master Grade IT	Certified Information	N/A	N/A	N/A	Certified Information	Good	N/A	N/A	N/A

	Systems Audits (CISA)				Systems Audits (CISA) Training.				
Intombi Promotional Gifts	Scotia Mens & Ladies Light Down Jackets	N/A	N/A	N/A	Procure promotional material for the Youth Empowerment Indaba	Not satisfactory	N/A	N/A	N/A
Laduma Sports	150 embroided back packs	N/A	N/A	N/A	Procure promotional material for the Youth Empowerment Indaba	Satisfactory	N/A	N/A	N/A
Busby Promo	200 embroided notepads	N/A	N/A	N/A	Procure promotional material for the Youth Empowerment Indaba	Partly Satisfactory	N/A	N/A	N/A
Mlambo Grooves	PA System for Premiers stakeholder engagement	N/A	N/A	N/A	Support public participation programmes	Satisfactory	N/A	N/A	N/A
Thami Dickson Media	Video Filming And Editing Of The MDTP 4x4 Expedition	N/A	N/A	N/A	Promote the MDTP 4x4 expedition	Good	N/A	N/A	N/A
Luja Productions	PA System	N/A	N/A	N/A	Procurement of PA for 2017 Communications Strat Workshop	Fair	N/A	N/A	N/A
Uhuru Online	Facilitating services	N/A	N/A	N/A	To facilitate a two day Communications	Good	N/A	N/A	N/A

					Action Plan workshop				
Ngxamalala	Laundry services	N/A	N/A	N/A	To provide laundry services (table clothes)	Good	N/A	N/A	N/A
Laphola	Accommodation	N/A	N/A		To provide accommodation for councillors	Good	N/A	N/A	N/A
No-point trading	Catering	N/A	N/A	N/A	To provide catering for the Communications Strat Workshop	Good	N/A	N/A	N/A
CJRM	Catering for ICF during promotion of Matatiele Music Festival	N/A	N/A	N/A	Leverage on Matatiele Music Festival	Done	N/A	N/A	N/A
Ikhwezi Publishers	Advert for Matatiele Music Festival	N/A	N/A	N/A	Leverage on Matatiele Music Festival	Done	N/A	N/A	N/A
Pondo News	Advert for Matatiele Music Festival	N/A	N/A	N/A	Leverage on Matatiele Music Festival	Done	N/A	N/A	N/A
Fever Publication	Advert for Matatiele Music Festival	N/A	N/A	N/A	Leverage on Matatiele Music Festival	Done	N/A	N/A	N/A
KLL Exclusive Stationeries	Name tags	N/A	N/A	N/A	Procure branded name tags for employees	Good	N/A	N/A	N/A
Pondo Newspaper	Published mayor's budget speech	N/A	N/A	N/A	To published mayor's budget speech	Completed	N/A	N/A	N/A
Ikhwezi Newspaper	Published mayor's budget speech	N/A	N/A	N/A	To published mayor's budget speech	Completed	N/A	N/A	N/A

The Informer Newspaper	Published mayor's budget speech	N/A	N/A	N/A	To published mayor's budget speech	Completed	N/A	N/A	N/A
Naledi Ya Meso Newspaper	Published mayor's budget speech	N/A	N/A	N/A	To published mayor's budget speech	Completed	N/A	N/A	N/A
Izwi – le – Afrika Newspaper	Published mayor's budget speech	N/A	N/A	N/A	To published mayor's budget speech	Completed	N/A	N/A	N/A
Copy World	Supplied municipal newsletter	N/A	N/A	N/A	To design, translate and print municipal newsletters	Completed	N/A	N/A	N/A
Copy World	Supplied municipal newsletter	N/A	N/A	N/A	To design, translate and print municipal newsletters	Completed	N/A	N/A	N/A
Nketjwane Caterers	Catering for Local Communicators Forum meeting	N/A	N/A	N/A	To provide catering for Local Communicators Forum meeting	Completed	N/A	N/A	N/A
Nketjwane Caterers	Catering for Intergovernmental Relations Forum meeting	N/A	N/A	N/A	To provide catering for Intergovernmental Relations Forum meeting	Completed	N/A	N/A	N/A
Yolisa Trading	catering	N/A	N/A	N/A	Catering for Awareness Campaigns.	completed	N/A	N/A	N/A
Ndamkele trading	catering	N/A	N/A	N/A	Catering for Awareness Campaigns.	Completed	N/A	N/A	N/A
Laduma Sports	Supplied sport uniform	N/A	N/A	N/A	Deliver uniform by 28 May 2018	Completed	N/A	N/A	N/A

Sgejane	Supply sport uniform	N/A	N/A	N/A	Deliver uniform by 28 May 2018	Completed	N/A	N/A	N/A
Tankimzwa trading	Supply sport Uniform	N/A	N/A	N/A	Deliver uniform by 28 May 2018	Completed	N/A	N/A	N/A
Alus Trading	Supply Grocery vouchers	N/A	N/A	N/A	Supply grocery vouchers	Did not supply the product	N/A	N/A	N/A
NUD branch	Supply school vouchers	N/A	N/A	N/A	Supply of school vouchers	Completed	N/A	N/A	N/A
LF Sets	Supply cellphones	N/A	N/A	N/A	Supply cellphones for Awards Ceremony	Completed	N/A	N/A	N/A
XOLANI MAHLAYA TRADING	LUNCH PACKS	N/A	N/A	N/A	Supply lunch packs for information sharing	Completed	N/A	N/A	N/A
RAOANYANE	WOOL AND KNITTING NEEDLES	N/A	N/A	N/A	Supply wool and knitting needles for elderly	Completed	N/A	N/A	N/A
Tsebo ramatseliso trading enterprise	Sewing machines	N/A	N/A	N/A	Supply sewing machines for women project	Completed	N/A	N/A	N/A
PAKI BUSINESS ENTERPRISE HOLDI	Selfie booths	N/A	N/A	N/A	Supply selfie booths for women's month event	Completed	N/A	N/A	N/A
NDAMKELE TRADING AND SERVICES	Fruit packs	N/A	N/A	N/A	Supply fruit packs for women's day event	Completed	N/A	N/A	N/A
TANKIMZWA	Catering	N/A	N/A	N/A	To supply catering for HIV WORKSHOP	Completed	N/A	N/A	N/A

CATERING AND CONSTRU									
WE AND SIPHA TRADING	Chicken feed and chicks	N/A	N/A	N/A	To supply chicken feed and chicks	Completed	N/A	N/A	N/A
MATATIELE SONDELA STORE	Grocery voucher	N/A	N/A	N/A	To supply grocery vouchers	completed	N/A	N/A	N/A
HASSAH TRADING ENTERPRISE	T Shirts	N/A	N/A	N/A	To supply T shirts	Completed	N/A	N/A	N/A
PAGE FIRST PRODUCTS AND TRADING	Lanyards	N/A	N/A	N/A	To supply lanyards	completed	N/A	N/A	N/A
Alfred Nzo Community Radio	Live transmission	N/A	N/A	N/A	To provide live transmission services during Youth Empowerment Indaba	Completed	N/A	N/A	N/A
Alfred Nzo Community Radio	Live transmission	N/A	N/A	N/A	To provide live transmission services during Open Council Day / Taking Council to the people event	Completed	N/A	N/A	N/A

*Note: This statement should include no more than the top four priority indicators. * 'Previous Year' refers to the targets that were set in the Year 2016/17 Budget/IDP round; *'Current Year' refers to the targets set in the Year 2017/18 Budget/IDP round. *'Following Year' refers to the targets set in the Year 1 Budget/IDP round. Note that all targets must be fundable within approved budget provision. In column (ii) set out the Service Indicator (In bold italics) then the Service Target underneath (not in bold - standard type face) to denote the difference.* *T I*

APPENDIX J – DISCLOSURES OF FINANCIAL INTERESTS

Disclosures of Financial Interests		
Period 1 July to 30 June of Year 2017/18 (Current Year)		
Position	**Name**	**Description of Financial interests* (Nil / Or details)**
(Executive) Mayor	Cllr. M.M. Mbedla	Nil
Member of MayCo / Exco	Cllr N. Ngwanya	Nil
	Cllr. T. Dyantyi	Yes
	Cllr. N.A. Nkukhu	Nil
	Cllr. M.C. Setenane	Nil
	Cllr. S.C. Maphasa	Nil
	Cllr. W. C. Mdolomba	Nil
	Cllr. S.M. Mzozoyana	Yes
	Cllr. K.C. Biggs	Nil
	Cllr. M.S. Booi	Nil
Councillor		
	Cllr. P.A. Mohale	Nil
	Cllr. S. Mngenela	Nil
	Cllr. N. Mshuqwana	Nil
	Cllr. N.B. Nkomo	Nil
	Cllr. W.K. Leballo	Nil
	Cllr. I.N. Maketela	Nil
	Cllr. N.C. Ludidi Mzonke	Nil
	Cllr. N.A. Ganya	Nil
	Cllr. F.P. Libaziso	Nil
	Cllr. M.J. Mtoto	Nil
	Cllr. N.P. Xaki	Nil

	Cllr. T.P. Likobela	Nil
	Cllr. S. Vikwa	Nil
	Cllr. C.N. Sithole	Nil
	Cllr. PT. Hloele	Yes
	Cllr. N.I. Makhube	Nil
	Cllr. SC.N. Sambane	Nil
	Cllr. M.E. Motloli	Nil
	Cllr. A.N. Mpopo	Nil
	Cllr. F. Shale	Nil
	Cllr. S. Baba	Nil
	Cllr. N. Moshoeshoe	Nil
	Cllr. L.E. Nkamba	Nil
	Cllr. X. Mnconywa	Nil
	Cllr. P.Z. Bono	Nil
	Cllr. J.G. Van Whye	Nil
	Cllr. C.L. Nxesi	Nil
	Cllr. H.M. Mdingi	Nil
	Cllr. S.C. Maphasa	Nil
	Cllr. E.K. Sephuhle	Nil
	Cllr. N.S. Paula	Nil
	Cllr. T.L. Mohoto	Nil
	Cllr. W.B. Potwana	Nil
	Cllr. T.F. Mohatla	Nil
	Cllr. T. Molefe	Nil
	Cllr. J. Mabula	Nil
	Cllr. T.S. Mshuqwana-Galo	Nil
	Cllr. S. Mgolombane	Nil

	Cllr. N. Njobe	Nil
	Cllr. L.T. Mothapa	Nil
	Cllr. N. Mosebetsane	Nil
	Cllr. L.E. Stuurman	Nil
Municipal Manager	Dr. D.C.T. Nakin	Nil
Chief Financial Officer	Mr. L. Ndzelu	Nil
Deputy MM and (Executive) Directors		
Other S57 Officials		
	Mr. S.M. Mbedla	Nil
	Mr. L.T. Somtseu	Nil
	Mr. S. Somi	Yes
		T J

APPENDIX K – REVENUE COLLECTION PERFORMANCE BY VOTE AND BY SOURCE

APPENDIX K (i): REVENUE COLLECTION PERFORMANCE BY VOTE

Revenue Collection Performance by Vote						**R' 000**
Vote Description	**Year 2016/17**	**Current: Year 2017/18**			**Year 2017/18 Variance**	
	Actual	**Original Budget**	**Adjusted Budget**	**Actual**	**Original Budget**	**Adjustments Budget**
Executive & Council						
Budget Planning & investment	145	207 137	271 210	228 874	-8%	16%
Corporate Services	200 870	4 154	4 414	3 155	23%	29%
Community Services	171	16 981	17 113	13 919	18%	19%
EDP	20 418	-1 242	-1 824	-638	33%	65%
Infrastruture	1 268	-50 313	-197 663	-189 243	-70%	4%
Total Revenue by Vote	–	–	–	–	–	–
						T K.1

APPENDIX K (ii): REVENUE COLLECTION PERFORMANCE BY SOURCE

Revenue Collection Performance by Source						**R '000**
Description	**Year 2016/17**	**Year 2017/18**			**Year 2017/18 Variance**	
	Actual	**Original Budget**	**Adjustments Budget**	**Actual**	**Original Budget**	**Adjustments Budget**
Property rates	25 919	52 204	52 204	25 727	51%	50%
Property rates - penalties & collection charges		1 578	1 578	1 164	26%	26%
Service Charges - electricity revenue	47 493	47 970	47 970	48 636	-1%	-1%
Service Charges - water revenue	0	0	0	0	0	0
Service Charges - sanitation revenue	0	0	0	0	0	0
Service Charges - refuse revenue	8 657	8 482	8 482	9 450	-11%	-11%
Service Charges - other						

Revenue Collection Performance by Source						R '000
Description	Year 2016/17	Year 2017/18			Year 2017/18 Variance	
	Actual	Original Budget	Adjustments Budget	Actual	Original Budget	Adjustments Budget
Rentals of facilities and equipment	710	975	975	955	2%	2%
Interest earned - external investments	7 061	5 600	5 600	9 013	-61%	-61%
Interest earned - outstanding debtors	7 206	6 753	6 753	9 273	-37%	-37
Dividends received	0	0	0	0	00	0
Fines	2 251	1 577	1 577	1 164	26%	26%
Licenses and permits	2 106	2 810	2 810	3 598	28%	-28%
Agency services	0	0	0	0	0	0
Transfers recognized - operational	177 768	2 980	371 025	330 927	-88%	-89
Other revenue	7 268	6 818	0	0	0	0
Gains on disposal of PPE	0	224	224	750		-234%
Environmental Protection	0	0	0	0	0	0
Total Revenue (excluding capital transfers and contributions)	**286 439**	**90 001**	**499 198**	**440 657**	**-70%**	**11%**

T K.2

APPENDIX L – CONDITIONAL GRANTS

Conditional Grants: excluding MIG R' 000						
Details	**Budget**	**Adjustments Budget**	**Actual**	**Variance**		**Major conditions applied by donor (continue below if necessary)**
				Budget	**Adjustments Budget**	
Neighborhood Development Partnership Grant	0	0	0	0	0	
INEP	41 160	41 160	41 160	0%	0%	
FMG	1 700	1 700	1 700	0%	0%	
Public Transport Infrastructure and Systems Grant						
Other Specify:						
Equitable share	207 642	207 642	207 642	0%	0%	
Municipal Infrastructure	59 642	59 642	59 642	0%	0%	
Total	267 284	267 2642	267 284	0%	0%	
						T L

APPENDIX M – CAPITAL EXPENDITURE

Capital Expenditure - New Assets Programme* R '000							
Description	**Year 2016/17**	**Year 2017/18**			**Planned Capital expenditure**		
	Actual	**Original Budget**	**Adjustment Budget**	**Actual Expenditure**	**FY + 1**	**FY + 2**	**FY + 3**
Capital expenditure by Asset Class							
Infrastructure - Total	–	–		–	–	–	–
Infrastructure: Road transport - Total	0	**77 663**	**69 354**	**7 149**	–	–	–
Roads, Pavements & Bridges	0						
Storm water	0	77 663	69 354	7 149			
Infrastructure: Electricity - Total	0	**89 380**	**95 690**	**63970**	–	–	–
Generation	0						
Transmission & Reticulation	0	89 380	95 690	63 970			
Street Lighting	0						
Infrastructure: Water - Total	0	–		–	–	–	–
Dams & Reservoirs	0						
Water purification	0						
Reticulation	0						
Infrastructure: Sanitation - Total	0	–		–	–	–	–
Reticulation	0						
Sewerage purification	0						
Infrastructure: Other - Total	0	–		–	–	–	–
Waste Management	0	30	2 030	18			
Transportation	0						
Gas	0						
Other	0						
Community - Total	**0**	–		–	–	–	–
Parks & gardens	0	0	0	0			
Sports fields & stadia	0	0	0	0			
Swimming pools	0	0	0	0			
Community halls	0	0	0				
Libraries	0	0	0				
Recreational facilities	0	0	0				
Fire, safety & emergency	0	0	0				
Security and policing	0	0	0				
Buses	0	0	0				
Clinics	0	0	0				

Museums & Art Galleries	0	0	0				
Cemeteries	0	0	0				
Social rental housing	0	0	0				
Other	0	0	0				

Table continued next page

Table continued from previous page

Capital Expenditure - New Assets Programme*

R '000

Description	Year 2016/17	Year 2017/18			Planned Capital expenditure		
	Actual	Original Budget	Adjustment Budget	Actual Expenditure	FY + 1	FY + 2	FY + 3
Capital expenditure by Asset Class							
Heritage assets - Total	0	0	0	0			
Buildings	**0**	**0**	**0**	**0**			
Other	**0**	**0**	**0**	**0**			
Investment properties - Total	**0**	**0**	**0**	**0**			
Housing development	0	0	0	0			
Other	0	0	0	0			
Other assets							
General vehicles	0	0	0	0			
Specialized vehicles	0	0	0	0			
Plant & equipment	0	0	0	0			
Computers - hardware/equipment	0	269	0	0			
Furniture and other office equipment	0	0	420	82			
Abattoirs	0	0	0	0			
Markets	0	0	0	0			
Civic Land and Buildings	0	0	0	0			
Other Buildings	0	0	0	0			
Other Land	0	0	0	0			
Surplus Assets - (Investment or Inventory)	0	0	0	0			
Other	0	3 994	458	181			
Agricultural assets		4 263	878	263	–	–	–
List sub-class	0	0	0	0			
Biological assets	0	0	0	0			
List sub-class	0	0	0	0			

Intangibles							
Computers - software & programming	0	400	450	5			
Other *(list sub-class)*							
Total Capital Expenditure on new assets	**0**	**400**	**450**	**5**			
Specialized vehicles	**0**	**0**	**0**	**0**			
Refuse	0	0	0	0			
Fire	0	0	0	0			
Conservancy	0	0	0	0			
Ambulances	0	0	0	0			

** Note: Information for this table may be sourced from MBRR (2009: Table SA34a)* *T M.1*

APPENDIX M (i): CAPITAL EXPENDITURE - NEW ASSETS PROGRAMME

Capital Expenditure - New Assets Programme* R '000							
Description	**Year 2016/17**	**Year 2017/18**			**Planned Capital expenditure**		
	Actual	**Original Budget**	**Adjustment Budget**	**Actual Expenditure**	**FY + 1**	**FY + 2**	**FY + 3**
Capital expenditure by Asset Class							
Infrastructure - Total	–	–		–	–	–	–
Infrastructure: Road transport - Total	0	**77 663**	**69 354**	**7 149**	–	–	–
Roads, Pavements & Bridges	0						
Storm water	0	77 663	69 354	7 149			
Infrastructure: Electricity - Total	0	**89 380**	**95 690**	**63970**	–	–	–
Generation	0						
Transmission & Reticulation	0	89 380	95 690	63 970			
Street Lighting	0						
Infrastructure: Water - Total	0	–		–	–	–	–
Dams & Reservoirs	0						
Water purification	0						
Reticulation	0						
Infrastructure: Sanitation - Total	0	–		–	–	–	–
Reticulation	0						
Sewerage purification	0						
Infrastructure: Other - Total	0	–		–	–	–	–
Waste Management	0	30	2 030	18			
Transportation	0						
Gas	0						
Other	0						
Community - Total	**0**	–		–	–	–	–
Parks & gardens	0	0	0	0			
Sports fields & stadia	0	0	0	0			
Swimming pools	0	0	0	0			
Community halls	0	0	0				
Libraries	0	0	0				
Recreational facilities	0	0	0				
Fire, safety & emergency	0	0	0				
Security and policing	0	0	0				
Buses	0	0	0				
Clinics	0	0	0				

Museums & Art Galleries	0	0	0				
Cemeteries	0	0	0				
Social rental housing	0	0	0				
Other	0	0	0				

Table continued next page

Table continued from previous page

Capital Expenditure - New Assets Programme*

R '000

Description	Year 2016/17	Year 2017/18			Planned Capital expenditure		
	Actual	Original Budget	Adjustment Budget	Actual Expenditure	FY + 1	FY + 2	FY + 3
Capital expenditure by Asset Class							
Heritage assets - Total	0	0	0	0			
Buildings	**0**	**0**	**0**	**0**			
Other	**0**	**0**	**0**	**0**			
Investment properties - Total	**0**	**0**	**0**	**0**			
Housing development	0	0	0	0			
Other	0	0	0	0			
Other assets							
General vehicles	0	0	0	0			
Specialized vehicles	0	0	0	0			
Plant & equipment	0	0	0	0			
Computers - hardware/equipment	0	269	0	0			
Furniture and other office equipment	0	0	420	82			
Abattoirs	0	0	0	0			
Markets	0	0	0	0			
Civic Land and Buildings	0	0	0	0			
Other Buildings	0	0	0	0			
Other Land	0	0	0	0			
Surplus Assets - (Investment or Inventory)	0	0	0	0			
Other	0	3 994	458	181			
Agricultural assets		4 263	878	263	–	–	–
List sub-class	0	0	0	0			
Biological assets	0	0	0	0			
List sub-class	0	0	0	0			

Intangibles							
Computers - software & programming	0	400	450	5			
Other *(list sub-class)*							
Total Capital Expenditure on new assets	**0**	**400**	**450**	**5**			
Specialized vehicles	**0**	**0**	**0**	**0**			
Refuse	0	0	0	0			
Fire	0	0	0	0			
Conservancy	0	0	0	0			
Ambulances	0	0	0	0			

** Note: Information for this table may be sourced from MBRR (2009: Table SA34a)* *T M.1*

APPENDIX M (ii): CAPITAL EXPENDITURE – UPGRADE/RENEWAL PROGRAMME

Capital Expenditure - New Assets Programme* R '000							
Description	**Year 2016/17**	**Year 2017/18**			**Planned Capital expenditure**		
	Actual	**Original Budget**	**Adjustment Budget**	**Actual Expenditure**	**FY + 1**	**FY + 2**	**FY + 3**
Capital expenditure by Asset Class							
Infrastructure - Total	–	–		–	–	–	–
Infrastructure: Road transport - Total	0	**77 663**	**69 354**	**7 149**	–	–	–
Roads, Pavements & Bridges	0						
Storm water	0	77 663	69 354	7 149			
Infrastructure: Electricity - Total	0	**89 380**	**95 690**	**63970**	–	–	–
Generation	0						
Transmission & Reticulation	0	89 380	95 690	63 970			
Street Lighting	0						
Infrastructure: Water - Total	0	–		–	–	–	–
Dams & Reservoirs	0						
Water purification	0						
Reticulation	0						
Infrastructure: Sanitation - Total	0	–		–	–	–	–
Reticulation	0						
Sewerage purification	0						
Infrastructure: Other - Total	0	–		–	–	–	–
Waste Management	0	30	2 030	18			
Transportation	0						
Gas	0						
Other	0						
Community - Total	**0**	–		–	–	–	–
Parks & gardens	0	0	0	0			
Sports fields & stadia	0	0	0	0			
Swimming pools	0	0	0	0			
Community halls	0	0	0				
Libraries	0	0	0				
Recreational facilities	0	0	0				
Fire, safety & emergency	0	0	0				
Security and policing	0	0	0				
Buses	0	0	0				

Clinics	0	0	0				
Museums & Art Galleries	0	0	0				
Cemeteries	0	0	0				
Social rental housing	0	0	0				
Other	0	0	0				

Table continued next page

Table continued from previous page

Capital Expenditure - New Assets Programme*

R '000

Description	Year 2016/17	Year 2017/18			Planned Capital expenditure		
	Actual	Original Budget	Adjustment Budget	Actual Expenditure	FY + 1	FY + 2	FY + 3
Capital expenditure by Asset Class							
Heritage assets - Total	0	0	0	0			
Buildings	**0**	**0**	**0**	**0**			
Other	**0**	**0**	**0**	**0**			
Investment properties - Total	**0**	**0**	**0**	**0**			
Housing development	0	0	0	0			
Other	0	0	0	0			
-							
Other assets							
General vehicles	0	0	0	0			
Specialized vehicles	0	0	0	0			
Plant & equipment	0	0	0	0			
Computers - hardware/equipment	0	269	0	0			
Furniture and other office equipment	0	0	420	82			
Abattoirs	0	0	0	0			
Markets	0	0	0	0			
Civic Land and Buildings	0	0	0	0			
Other Buildings	0	0	0	0			
Other Land	0	0	0	0			
Surplus Assets - (Investment or Inventory)	0	0	0	0			
Other	0	3 994	458	181			
Agricultural assets		4 263	878	263	–	–	–
List sub-class	0	0	0	0			
Biological assets	0	0	0	0			
List sub-class	0	0	0	0			

Intangibles							
Computers - software & programming	0	400	450	5			
Other *(list sub-class)*							
Total Capital Expenditure on new assets	**0**	**400**	**450**	**5**			
Specialized vehicles	**0**	**0**	**0**	**0**			
Refuse	0	0	0	0			
Fire	0	0	0	0			
Conservancy	0	0	0	0			
Ambulances	0	0	0	0			

** Note: Information for this table may be sourced from MBRR (2009: Table SA34a)* *T M.1*

APPENDIX N – CAPITAL PROGRAMME BY PROJECT

Capital Programmed by Project: Year 2017/18					R' 000
Capital Project	**Original Budget**	**Adjustment Budget**	**Actual**	**Variance (Act - Ad) %**	**Variance (Act - OB) %**
Water					
	0	0	0		
	0	0	0		
	0	0	0		
Sanitation/Sewerage					
	0	0	0		
	0	0	0		
	0	0	0		
	0	0	0		
	0	0	0		
Housing					
	0	0	0		
	0	0	0		
	0	0	0		
	0	0	0		
Storm water					
	0	0	0		
	0	0	0		
Economic development					
	0	0	0		
	0	0	0		
Sports, Arts & Culture					
SPORT CENTRE	5 662	440	440	0	1186%
Environment					
FURNITURE EQUIPMENT	30	30	18	40	40%
Skip Loader Truck	0	2 000	0	100%	0
Health					
	0	0	0	0	0
Safety and Security					
Traffic Management system software	200	250	0	100%	80%
MOTOR CYCLE TESTING EQUIPMENT	0	50	0	100%	0%
PRINTERS X 3	120	120	0	100%	100%

PUBLIC SAFETY CANOPY	39	39	15	62%	62%
Laptops x3	105	105	64	39%	39%
ICT and Other					
APS Installation Network Tower	180	180	0	0	100%
Cameras	99	314	193	-30%	39%
Electronic Document System	200	200	0		100%
UIFIED NETWORK	0	375	371	1%	-99%
ELECTRINIC TOOL TRADE	0	25	0	100%	0%
IT EQUIPMENT	0	25	0	100%	0%
					IT

APPENDIX O – CAPITAL PROGRAMME BY PROJECT BY WARD YEAR 2017/18

Capital Programme by Project by Ward: Year 2017/18 R' 000		
Capital Project	**Ward(s) affected**	**Works completed (Yes/No)**
Water		
	0	0
	0	0
Sanitation/Sewerage		
	0	0
	0	0
Electricity		
Nkali	9	
Mahangu Kwambobo Magayizindlela Newhouse	9	
Edrayini electrification	9	
Maphokoma Zikhali Electrification	4	
Thotaneng Chera Mahareng Electrification	13	
Goxa Electrification	7	
Kwa Matias Electrification	7	
Nyaniso Bubesi B Nkalweni E Electrification	13& 18	
Mzongwana Substation	9	
Kwa Madlanga Electrification	11	
Transfomers	19	
Mountain View Substation	20	
CHIBINI INEP	5	
Pamlaville	7	
Housing		
	0	
	0	
Refuse removal		
	0	
	0	
Stormwater		
	0	
	0	
Economic development		
	0	
	0	
Sports, Arts & Culture		
SIJOKA ACCESS ROAD	10	
MEHLOLOANENG AR	4	
KamorathabaTshepisong AR Ward03 38km	3	
Manase ARWard 02 24km	2	
ZAZINGENI MAZIZINI AR	2	

Seloane AR ward24 44km	24	
Sandfontein AR Ward 26 58km	26	
NGCWENGANE BOMVINI CONSTRUCTION	7	
Gudlintaba	9	
MOUNTAIN VIEW INTERNAL STREETS	20	
MSUKENI ACCESS ROAD	21	
EPHIPHANY ACCESS ROAD	22	
NOMGAVU ACCESS ROAD	18	
BUTSULA VIA TAUNG ACCESS ROAD	6	
VIKINDUKU ACCESS ROAD	5	
MALUTI INTER STREETS PH3	1	
MABHELENI ACC ROAD	21	
KHAUE ACCESS ROAD	25	
MANNGOPENG AR CONSTRUCTION	14	
Lagrange Pedestrian Bridge	8	
TLAKANELO CULVERT BRIDGE	13	
Freystata Bridge	15	
Goodhope Bridge	23	
Environment		
	0	
	0	
Health		
	0	
	0	
Safety and Security		
	0	
	0	
ICT and Other		
	0	
	0	
		T O

APPENDIX P – SERVICE CONNECTION BACKLOGS AT SCHOOLS AND CLINICS

(Not a Municipal Function)

APPENDIX Q – SERVICE BACKLOGS EXPERIENCED BY THE COMMUNITY WHERE ANOTHER SPHERE OF GOVERNMENT IS RESPONSIBLE FOR SERVICE PROVISION

(Not a Municipal Function)

APPENDIX R – DECLARATION OF LOANS AND GRANTS MADE BY THE MUNICIPALITY

There are no loans and grants made by the municipality on the financial year under review.

Declaration of Loans and Grants made by the municipality: Year 2017/18				
All Organisation or Person in receipt of Loans */Grants* provided by the municipality	**Nature of project**	**Conditions attached to funding**	**Value Year 2017/18 R' 000**	**Total Amount committed over previous and future years**
N/A	N/A	N/A	N/A	N/A
				T R

APPENDIX S – DECLARATION OF RETURNS NOT MADE IN DUE TIME UNDER MFMA S71

National and Provincial Outcomes for Local Government		
Outcome/Output	**Progress to date**	**Number or Percentage Achieved**
Output: Improving access to basic services		
Output: Implementation of the Community Work Programme		
Output: Deepen democracy through a refined Ward Committee model		
Output: Administrative and financial capability		
T S		

APPENDIX T – NATIONAL AND PROVINCIAL OUTCOMES FOR LOCAL GOVERNMENT

OUTCOME 1: Improve the quality of basic education

Outputs	Key spending programmes (National)	Role of Local Government
1. Improve quality of teaching and learning 2. Regular assessment to track progress 3. Improve early childhood development 4. A credible outcomes-focused accountability system	• Increase the number of Funza Lushaka bursary recipients from 9300 to 18 100 over the 2011 MTEF • Assess every child in grade 3, 6 and 9 every year • Improve learning and teaching materials to be distributed to primary schools in 2014 • Improve Maths and Science teaching	• Facilitate the building of new schools by: - Participating in needs assessments - Identifying appropriate land - Facilitating zoning and planning processes • Facilitating the eradication of municipal service backlogs in schools by extending appropriate bulk infrastructure and installing connections

OUTCOME 2: Improve health and life expectancy

Outputs	Key spending programmes (National)	Role of Local Government
1. Increase life expectancy to 58 for males and 60 for females 2. Reduce maternal and child mortality rate to 30-40 per 1 000 births 3. Combat HIV/AIDS and TB 4. Strengthen health services effectiveness	• Revitalize primary health care • Increase early antenatal visits to 50% • Increase vaccine coverage • Improve hospital and clinic infrastructure • Accredit health facilities • Extend coverage of new child vaccines • Expand HIV prevention and treatment	• Many municipalities perform health functions on behalf of provinces • Strengthen effectiveness of health services by specifically enhancing TB treatments and expanding HIV and AIDS prevention and treatments • Municipalities must continue to improve community Health Service infrastructure by providing clean water, sanitation and waste removal services

Outputs	Key spending programmes (National)	Role of Local Government
	• Increase prevention of mother-to-child transmission • School health promotion increase school visits by nurses from 5% to 20% • Enhance TB treatment	

OUTCOME 3: All people in South Africa protected and feel safe

Outputs	Key spending programmes (National)	Role of Local Government
1. Reduce overall level of crime 2. An effective and integrated criminal justice system 3. Improve perceptions of crime among the population 4. Improve investor perceptions and trust 5. Effective and integrated border management 6. Integrity of identity of citizens and residents secured 7. Cyber-crime combated	• Increase police personnel • Establish tactical response teams in provinces • Upgrade IT infrastructure in correctional facilities • ICT renewal in justice cluster • Occupation-specific dispensation for legal professionals • Deploy SANDF soldiers to South Africa's borders	• Facilitate the development of safer communities through better planning and enforcement of municipal by-laws • Direct the traffic control function towards policing high risk violations – rather than revenue collection • Metro police services should contribute by: - Increasing police personnel - Improving collaboration with SAPS - Ensuring rapid response to reported crimes

OUTCOME 4: Decent employment through inclusive economic growth

Outputs	Key spending programmes (National)	Role of Local Government
1. Faster and sustainable inclusive growth	• Invest in industrial development zones	• Create an enabling environment for investment by

2. More labour-absorbing growth 3. Strategy to reduce youth unemployment 4. Increase competitiveness to raise net exports and grow trade 5. Improve support to small business and cooperatives 6. Implement expanded public works programmes	• Industrial sector strategies-automotive industry; clothing and textiles • Youth employment incentive • Develop training and systems to improve procurement • Skills development and training • Reserve accumulation • Enterprise financing support • New phase of public works programme	streamlining planning application processes • Ensure proper maintenance and rehabilitation of essential services infrastructure • Ensure proper implementation of the EPWP at municipal level • Improve procurement systems to eliminate corruption and ensure value for money • Utilize community structures to provide services

OUTCOME 5: A skilled and capable workforce to support inclusive growth

Outputs	**Key spending programmes (National)**	**Role of Local Government**
1. A credible skills planning institutional mechanism 2. Increase access to intermediate and high-level learning programmes 3. Increase access to occupation-specific programmes (especially artisan skills training) 4. Research, development and innovation in human capital	• Increase enrolment in FET colleges and training of lecturers • Invest in infrastructure and equipment in colleges and technical schools • Expand skills development learnerships funded through sector training authorities and National Skills Fund • Industry partnership projects for skills and technology development • National Research Foundation centres excellence, and	• Develop and extend intern and work experience programmes in municipalities • Link municipal procurement to skills development initiatives

	bursaries and research funding	

OUTCOME 6: An efficient, competitive and responsive economic infrastructure network

Outputs	Key spending programmes (National)	Role of Local Government
1. Improve competition and regulation 2. Reliable generation, distribution and transmission of energy 3. Maintain and expand road and rail network, and efficiency, capacity and competitiveness of sea ports 4. Maintain bulk water infrastructure and ensure water supply 5. Information and communication technology 6. Benchmarks of each sector	• An integrated energy plan and successful independent power producers • Passenger Rail Agency acquisition of rail rolling stock, and refurbishment and upgrade of motor coaches and trailers • Increase infrastructure funding for provinces for the maintenance of provincial roads • Complete Gauteng Freeway Improvement Programme • Complete De Hoop Dam and bulk distribution • Nandoni pipeline • Invest in broadband network infrastructure	• Ring-fence water, electricity and sanitation functions so as to facilitate cost-reflecting pricing of these services • Ensure urban spatial plans provide for commuter rail corridors, as well as other modes of public transport • Maintain and expand water purification works and waste water treatment works in line with growing demand • Cities to prepare to receive the devolved public transport function • Improve maintenance of municipal road networks

OUTCOME 7: Vibrant, equitable and sustainable rural communities and food security

Output	Key spending programmes (National)	Role of Local Government
1. Sustainable agrarian reform and improved access to markets for small farmers	• Settle 7 000 land restitution claims.	• Facilitate the development of local markets for agricultural produce

2. Improve access to affordable and diverse food 3. Improve rural services and access to information 4. Improve rural employment opportunities 5. Enable institutional environment for sustainable and inclusive growth	• Redistribute 283 592 ha of land by 2014 • Support emerging farmers • Soil conservation measures and sustainable land use management • Nutrition education programmes • Improve rural access to services by 2014: - Water – 74% to 90% - Sanitation- 45%-65%	• Improve transport links with urban centres so as to ensure better economic integration • Promote home production to enhance food security • Ensure effective spending of grants for funding extension of access to basic services

OUTCOME 8: Sustainable human settlements and improved quality of household life

Outputs	Key spending programmes (National)	Role of Government
1. Accelerate housing delivery 2. Accelerate housing delivery 3. Improve property market 4. More efficient land utilization and release of state-owned land	• Increase housing ubnuts built from 220 000 to 600 000 a year • Increase construction of social housing units to 800 000 a year • Upgrade informal settlements: 400 000 units by 2014 • Deliver 400 000 low-income houses on state-owned land • Improved urban access to basic services by 2014 - Water -92 % to 100% - Sanitation -69% to 100% - Refuse removal -64% to 75% - Electricity -81% to 92%	• Cities must prepare to be accredited for the housing function • Develop spatial plans to ensure new housing developments are in line with national policy on integrated human settlements • Participate in the identification of suitable land for social housing • Ensure capital budgets are appropriately prioritized to maintain existing services and extend services

OUTCOME 9: A response and, accountable, effective and efficient local government System

Outputs	Key spending programmes (National)	Role of Government
1. Differentiate approach to municipal financing, planning and support 2. Community work programme 3. Support of human settlements 4. Refine ward committee model to deepen democracy 5. Improve municipal financial administrative capability 6. Single coordination on window	• Municipal capacity-building grants: • Systems improvement • Financial management (target : 100% unqualified audits) • Municipal infrastructure grant • Electrification programme • Public transport & systems grant • Bulk infrastructure & water grants • Neighborhood development partnership grant • Increase urban densities • Informal settlements upgrades	• Adopt IDP planning processes appropriate to the capacity and sophistication of the municipality • Implement the community work programme • Ensure ward committees are representative and fully involved in community consultation processes around the IDP, budget and other strategic service delivery issues • Improve municipal financial and administrative capacity by implementing competency norms and standards and acting against incompetence and corruption

OUTCOME 10: Protection and enhancement of environmental assets and resources

Outputs	**Key spending programmes (National)**	**Role of Local Government**
1. Enhance quality and quantity of water resources 2. Reduce greenhouse gas emissions; mitigate climate change impacts; improve air quality 3. Sustainable environment management 4. Protect biodiversity	• National water resource infrastructure programme – Reduce water losses from 30% to 15% by 2014 • Expended public works environmental programmes – 100 wetlands rehabilitated a year • Forestry management (reduce deforestation to <5% of woodlands)	• Develop and implement water management plans to reduce water losses • Ensure effective maintenance and rehabilitation of infrastructure • Run water and electricity saving awareness campaigns • Ensure proper management of municipal

	• Biodiversity and conservation (increase land under conservation from 6% to 9%)	commonage and urban open spaces • Ensure development does not take place on wetlands

OUTCOME 11: A better South Africa, a better and safer Africa and world

Outputs	Key spending programmes (National)	Role of Local Government
1. Enhance the African agenda and sustainable development 2. Enhance regional integration 3. Reform global governance institutions 4. Enhance trade and investment between South Africa and partners	• International cooperation: proposed establishment of the South African Development Partnership Agency • Defiance: peace-support operations • Participate in post-conflict reconstruction and development • Boarder control: upgrade inland ports of entry • Trade and Investment South Africa: – Support for value-added exports – Foreign direct investment promotion	• Role of local government is fairly in this area. Must concentrate on: – Ensuring basic infrastructure is in place and properly maintained – Creating an enabling environment for investment

OUTCOME 12: A development-orientated public service and inclusive citizenship

Outputs	Key spending programmes (National)	Role of Local Government
1. Improve government performance 2. Government-wide performance monitoring and evaluation 3. Conduct comprehensive expenditure review	• Performance monitoring and evaluation: – Oversight of delivery agreements	• Continue to develop performance monitoring and management systems • Comply with legal financial reporting requirements

4. Information campaign on constitutional rights and responsibilities 5. Celebrate cultural diversity	• Statistics SA: Census 2011 – reduce undercount • Chapter 9 institutions and civil society: programme to promote constitutional rights • Arts & Culture: promote national symbols and heritage • Sport & Recreation: support mass participation and school sport programmes	• Review municipal expenditures to eliminate wastage • Ensure councils behave in ways to restore community trust in local government

MATATIELE

LOCAL MUNICIPALITY

Annual Financial Statements
for the year ended 30 June 2018

AUDITOR - GENERAL
SOUTH AFRICA
3 0 NOV 2018

General Information

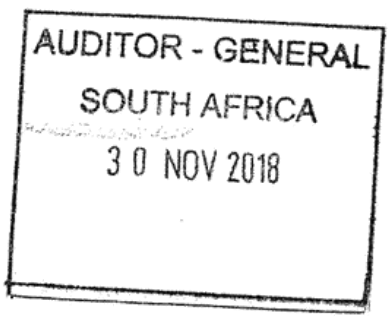
Executive committee

Mayor	M M Mbedla
Speaker	N Mshuqwana
Chief Whip	S Mngenela
Portfolio Head: Budget and Treasury	N Ngwanya
Portfolio Head: Economic Development	N A Nkukhu
Portfolio Head: Community Services	S Maphasa
Portfolio Head: Infrastructure Services	MC Setenane
Portfolio Head: Special Programmes	S Mzozoyana
Portfolio Head: Corporate Services	T Dyantyi
EXCO Member	K C Biggs
EXCO Member	W C Mdolomba
EXCO Member	M S Booi
Chairperson: MPAC	S Baba
Chairperson: Public Participation	M Motloli
Chairperson: Womens Caucus	N Maketela
Members of the council	
Member	F P Libaziso
Member	M J Mtoto
Member	N P Xaki
Member	T P Likobela
Member	S Vikwa
Member	N C Sithole
Member	P T Hloele
Member	N I Makhube
Member	C N Sambane
Member	N I Mpopo
Member	F Shale
Member	L E Nkamba
Member	X Mnconywa
Member	Z P Bono
Member	J G van Wyhe
Member	C L Nxesi
Member	H M Mdingi
Member	K E Sephuhle
Member	N N Paula
Member	T L Mohoto
Member	W K Leballo
Member	N B Nkomo
Member	P A Mohale
Member	I N Maketela
Member	L E Stuurman
Member	N R Ludidi-Mzonke
Member	N Mosebetsane
Member	N A Ganya
Member	N Njobe
Member	S N Mgolombane
Member	T C Mshuqwana-Galo
Member	T Molefe
Member	T F Mohatla
Member	T L Mothapa
Member	W B Potwana
Member	J Mabula

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

General Information

Municipal Manager	Dr DCT Nakin	
Audit committee members	T W Tsabo	**Chairperson**
	B Mdletshe	**Member**
	W Mushohwe	**Member**
	A Martinson	**Member**
	M Nciki	**Member**
Grading of local authority	3	
Chief Finance Officer (CFO)	Mr L. Ndzelu	
Registered office	102 Main Street Matatiele 4730	
Physical address	102 Main Street Matatiele 4730	
Postal address	P.O. Box 35 Matatiele 4730	
Bankers	Nedbank	
Auditors	Auditor General of South Africa	
Tel Number	039 737 8100	
Fax Number	039 737 3611	



Index

The reports and statements set out below comprise the annual financial statements presented to the Council:

	Page
Accounting Officer's Responsibilities and Approval	4
Statement of Financial Position	5
Statement of Financial Performance for the period ending 30 June 2018	6
Statement of Changes in Net Assets for the period ending 30 June 2018	7
Cash Flow Statement for the period ended 30 June 2018	8
Statement of Comparison of Budget and Actual Amounts	9 - 11
Accounting Policies for the period ended 30 June 2018	9 - 19
Notes to the Financial Statements for the period ended 30 June 2018	26 - 64

COID	Compensation for Occupational Injuries and Diseases
CRR	Capital Replacement Reserve
DBSA	Development Bank of South Africa
SA GAAP	South African Statements of Generally Accepted Accounting Practice
GRAP	Generally Recognised Accounting Practice
GAMAP	Generally Accepted Municipal Accounting Practice
HDF	Housing Development Fund
IAS	International Accounting Standards
IMFO	Institute of Municipal Finance Officers
IPSAS	International Public Sector Accounting Standards
ME's	Municipal Entities
MEC	Member of the Executive Council
MFMA	Municipal Finance Management Act
MIG	Municipal Infrastructure Grant (Previously CMIP)



Accounting Officer's Responsibilities and Approval

I am responsible for the preparation of these Annual financial statements, which are set out on pages 5 to 69 in terms of Section 126(1) of the Municipal Finance Management Act and which I have signed on behalf of the municipality.
I certify that the salaries, allowances and benefits of Councillors as disclosed in note 28 of these annual financial statements are within the upper limits of the framework envisaged in Section 219 of the Constitution, read with the Remuneration of Public Officer Bearers Act and the Minister of Provincial and Local Government's determination in accordance with this Act.

Dr DCT Nakin
Accounting Officer

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

Statement of Financial Position as at 30 June 2018

	Notes	2018 R	2017 Restated* R
Assets			
Current Assets			
Inventories	2	973 672	669 874
Receivables from non-exchange transactions	3	40 126 563	41 662 378
VAT receivable	4	10 952 949	7 014 072
Prepayments		780 622	780 622
Trade receivables from exchange transactions	5	15 390 949	9 149 521
Cash and cash equivalents	6	119 868 614	71 911 652
		188 093 369	**131 188 119**
Non-Current Assets			
Investment property	7	20 019 900	20 457 400
Property, plant and equipment	8	918 735 881	797 778 947
Intangible assets	9	1 621 481	2 513 008
		940 377 262	**820 749 355**
Total Assets		**1 128 470 631**	**951 937 474**
Liabilities			
Current Liabilities			
Payables from exchange transactions	10	53 704 285	37 791 462
Consumer deposits	11	290 842	282 166
Unspent conditional grants and receipts	12	9 821 272	2 176 826
Provisions	13	811 231	1 184 832
		64 627 630	**41 435 286**
Non-Current Liabilities			
Employee benefit obligation	14	15 269 222	13 489 285
Provisions	13	12 443 069	11 559 610
Payables from exchange transactions	15	55 065	213 438
		27 767 356	**25 262 333**
Total Liabilities		**92 394 986**	**66 697 619**
Net Assets		**1 036 075 649**	**885 239 856**
Reserves			
Revaluation reserve	16	167 422 002	87 085 310
Accumulated surplus		868 653 648	798 154 542
Total Net Assets		**1 036 075 649**	**885 239 856**

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

* See Note 53 & 52

Statement of Financial Performance for the period ending 30 June 2018

	Notes	2018 R	2017 Restated* R
Revenue			
Revenue from exchange transactions			
Service charges	18	57 944 653	56 290 308
Rental of facilities and equipment	19	955 607	732 202
Licences and permits	20	3 598 251	3 793 345
Other income	21	1 444 456	7 045 966
Interest received	22	18 261 927	14 266 232
Total revenue from exchange transactions		**82 204 894**	**82 128 053**
Revenue from non-exchange transactions			
Taxation revenue			
Property rates	23	25 727 287	25 919 327
Transfer revenue			
Government grants & subsidies	24	323 014 215	314 602 823
Public contributions and donations	25	-	39 000
Fine receipts	26	1 295 940	802 152
Total revenue from non-exchange transactions		**350 037 442**	**341 363 302**
Total revenue	17	**432 242 336**	**423 491 355**
Expenditure			
Employee related costs	27	(101 317 066)	(86 312 420)
Remuneration of councillors	28	(18 636 392)	(16 987 293)
Remuneration of traditional leaders	29	(452 458)	(432 670)
Landfill site provision contribution	13	(493 872)	(597 165)
Depreciation and amortisation	30	(32 379 127)	(32 720 478)
Impairment loss/ Reversal of impairments	31	(19 392 074)	-
Finance costs	32	(7 605)	(42 009)
Debt Impairment	33	66 240	(1 193 598)
Material and stores	34	(4 550 582)	(2 182 374)
Bulk purchases	35	(37 197 201)	(36 713 653)
Contracted services	36	(68 200 775)	(64 700 263)
Operating/ General Expenses	37	(33 548 281)	(41 897 211)
Total expenditure		**(316 109 193)**	**(283 779 134)**
Operating surplus		**116 133 143**	**139 712 221**
Loss on disposal of assets and liabilities		(45 640 936)	(208 252)
Surplus for the year		**70 492 207**	**139 503 969**



* See Note 53 & 52

Statement of Changes in Net Assets for the period ending 30 June 2018

	Revaluation reserve R	Accumulated surplus R	Total net assets R
Opening balance as previously reported	89 919 414	647 958 779	737 878 193
Adjustments			
Correction of errors	-	7 811 732	7 811 732
Balance at 01 July 2016 as restated*	**89 919 414**	**655 770 511**	**745 689 925**
Changes in net assets			
Surplus for the year	-	139 503 969	139 503 969
Write off of stale cheques	-	45 958	45 958
Transfer from Revaluation to Accumulated Surplus	(2 834 104)	2 834 104	-
Total changes	(2 834 104)	142 384 031	139 549 927
Restated* Balance at 01 July 2017	**87 085 310**	**798 154 544**	**885 239 854**
Changes in net assets			
Revaluation of PPE	80 336 692	-	80 336 692
Net income (losses) recognised directly in net assets	80 336 692	-	80 336 692
Surplus for the year	-	70 492 207	70 492 207
Total recognised income and expenses for the year	80 336 692	70 492 207	150 828 899
Write off of stale cheques	-	6 897	6 897
Total changes	80 336 692	70 499 104	150 835 796
Balance at 30 June 2018	**167 422 002**	**868 653 648**	**1 036 075 650**
Note(s)	16		



* See Note 53 & 52

Cash Flow Statement for the period ended 30 June 2018

	Note(s)	2018 R	2017 Restated* R
Cash flows from operating activities			
Receipts			
Sale of goods and services		80 655 251	71 582 502
Grants		330 658 661	312 926 034
Interest income		18 261 927	14 266 232
Other receipts		1 444 456	7 284 088
		431 020 295	406 058 856
Payments			
Payments to Suppliers and Employees		(248 995 746)	(231 849 233)
Finance costs		(7 605)	(33 668)
Other payments		-	(18 015 782)
		(249 003 351)	(249 898 683)
Net cash flows from operating activities	38	**182 016 944**	**156 160 173**
Cash flows from investing activities			
Purchase of property, plant and equipment	8	(134 059 981)	(136 087 728)
Proceeds from sale of property, plant and equipment	8	-	823 384
Proceeds from sale of investment property	7	-	375 000
Purchase of other intangible assets	9	-	(2 741 200)
Cash receipt for recovery of expenditure on work in progress		-	5 106 356
Net cash flows from investing activities		**(134 059 981)**	**(132 524 188)**
Cash flows from financing activities			
Finance lease payments		-	(8 341)
Net increase/(decrease) in cash and cash equivalents		**47 956 963**	**23 627 644**
Cash and cash equivalents at the beginning of the year		71 911 652	48 284 008
Cash and cash equivalents at the end of the year	6	**119 868 615**	**71 911 652**

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

* See Note 53 & 52

Statement of Comparison of Budget and Actual Amounts

Budget on Cash Basis

	Approved budget	Adjustments	Final Budget	Actual amounts on comparable basis	Difference between final budget and actual	Reference
	R	R	R	R	R	
Statement of Financial Performance						
Revenue						
Revenue from exchange transactions						
Service charges	55 899 385	553 364	**56 452 749**	57 944 653	**1 491 904**	
Rental of facilities and equipment	773 876	201 556	**975 432**	955 607	**(19 825)**	
Licences and permits	2 800 000	10 592	**2 810 592**	3 598 251	**787 659**	
Other income	1 888 514	(358 834)	**1 529 680**	1 444 456	**(85 224)**	
Interest received - investment	12 527 938	(174 568)	**12 353 370**	18 261 927	**5 908 557**	
Total revenue from exchange transactions	**73 889 713**	**232 110**	**74 121 823**	**82 204 894**	**8 083 071**	
Revenue from non-exchange transactions						
Taxation revenue						
Property rates	52 204 073	-	**52 204 073**	25 727 287	**(26 476 786)**	
Transfer revenue						
Government grants & subsidies	364 220 680	6 804 630	**371 025 310**	323 014 215	**(48 011 095)**	
Fine receipts	1 500 302	77 614	**1 577 916**	1 295 940	**(281 976)**	
Total revenue from non-exchange transactions	**417 925 055**	**6 882 244**	**424 807 299**	**350 037 442**	**(74 769 857)**	
Total revenue	**491 814 768**	**7 114 354**	**498 929 122**	**432 242 336**	**(66 686 786)**	
Expenditure						
Employee related costs	(105 526 044)	2 530 000	**(102 996 044)**	(101 317 066)	**1 678 978**	
Remuneration of councillors	(17 503 728)	(1 300 000)	**(18 803 728)**	(18 636 392)	**167 336**	
Remuneration of traditional leaders	(457 000)	-	**(457 000)**	(452 458)	**4 542**	
Landfill site provision contribution	(500 000)	-	**(500 000)**	(493 872)	**6 128**	
Depreciation and amortisation	(14 222 084)	(20 145 012)	**(34 367 096)**	(32 379 127)	**1 987 969**	
Impairment loss/ Reversal of impairments	(5 000 000)	5 000 000	**-**	(19 392 074)	**(19 392 074)**	
Finance costs	-	-	**-**	(7 605)	**(7 605)**	
Debt Impairment	-	-	**-**	66 240	**66 240**	
Material and stores	(7 971 006)	2 167 253	**(5 803 753)**	(4 550 582)	**1 253 171**	
Bulk purchases	(43 010 000)	4 649 996	**(38 360 004)**	(37 197 201)	**1 162 803**	
Contracted Services	(75 628 416)	1 664 784	**(73 963 632)**	(68 200 775)	**5 762 857**	
Transfers and Subsidies	(820 000)	557 004	**(262 996)**	-	**262 996**	
General Expenses	(50 437 396)	3 249 575	**(47 187 821)**	(33 548 281)	**13 639 540**	
Total expenditure	**(321 075 674)**	**(1 626 400)**	**(322 702 074)**	**(316 109 193)**	**6 592 881**	
Operating surplus	**170 739 094**	**5 487 954**	**176 227 048**	**116 133 143**	**(60 093 905)**	
Loss on disposal of assets and liabilities	-	-	**-**	(45 640 936)	**(45 640 936)**	
Surplus before taxation	**170 739 094**	**5 487 954**	**176 227 048**	**70 492 207**	**(105 734 841)**	
Actual Amount on Comparable Basis as Presented in the Budget and Actual Comparative Statement	**170 739 094**	**5 487 954**	**176 227 048**	**70 492 207**	**(105 734 841)**	

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

Statement of Comparison of Budget and Actual Amounts

Budget on Cash Basis

	Approved budget	Adjustments	Final Budget	Actual amounts on comparable basis	Difference between final budget and actual	Reference
	R	R	R	R	R	
Statement of Financial Position						
Assets						
Current Assets						
Inventories	965 648	-	**965 648**	973 672	8 024	
Receivables from non-exchange transactions	12 317 446	-	**12 317 446**	40 126 563	**27 809 117**	
VAT receivable	-	-	-	10 952 949	**10 952 949**	
Prepayments	-	-	-	780 622	**780 622**	
Consumer debtors	12 299 368	-	**12 299 368**	15 390 949	**3 091 581**	
Cash and cash equivalents	40 230 145	-	**40 230 145**	119 868 614	**79 638 469**	
	65 812 607	-	**65 812 607**	**188 093 369**	**122 280 762**	
Non-Current Assets						
Investment property	21 614 400	-	**21 614 400**	20 019 900	**(1 594 500)**	
Property, plant and equipment	846 456 901	-	**846 456 901**	918 735 878	**72 278 977**	
Intangible assets	420 740	-	**420 740**	1 621 481	**1 200 741**	
	868 492 041	-	**868 492 041**	**940 377 259**	**71 885 218**	
Total Assets	**934 304 648**	-	**934 304 648**	**1 128 470 628**	**194 165 980**	
Liabilities						
Current Liabilities						
Payables from exchange transactions	35 652 451	-	**35 652 451**	53 704 285	**18 051 834**	
Consumer deposits	379 083	-	**379 083**	290 842	**(88 241)**	
Unspent conditional grants and receipts	-	-	-	9 821 272	**9 821 272**	
Provisions	1 178 595	-	**1 178 595**	811 231	**(367 364)**	
	37 210 129	-	**37 210 129**	**64 627 630**	**27 417 501**	
Non-Current Liabilities						
Employee benefit obligation	12 000 000	-	**12 000 000**	15 269 222	**3 269 222**	
Provisions	13 664 295	-	**13 664 295**	12 443 069	**(1 221 226)**	
Payables from exchange transactions	-	-	-	55 065	**55 065**	
	25 664 295	-	**25 664 295**	**27 767 356**	**2 103 061**	
Total Liabilities	**62 874 424**	-	**62 874 424**	**92 394 986**	**29 520 562**	
Net Assets	**871 430 224**	-	**871 430 224**	**1 036 075 642**	**164 645 418**	
Net Assets						
Net Assets Attributable to Owners of Controlling Entity						
Reserves						
Revaluation reserve	85 919 000	-	**85 919 000**	167 422 002	**81 503 002**	
Accumulated surplus	785 511 224	-	**785 511 224**	868 653 640	**83 142 416**	
Total Net Assets	**871 430 224**	-	**871 430 224**	**1 036 075 642**	**164 645 418**	

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

Statement of Comparison of Budget and Actual Amounts

Budget on Cash Basis

	Approved budget	Adjustments	Final Budget	Actual amounts on comparable basis	Difference between final budget and actual	Reference
	R	R	R	R	R	
Cash Flow Statement						
Cash flows from operating activities						
Receipts						
Sale of goods and services	106 525 542	-	**106 525 542**	80 655 251	**(25 870 291)**	
Grants	330 736 000	-	**330 736 000**	330 658 661	**(77 339)**	
Interest income	12 527 938	-	**12 527 938**	18 261 927	**5 733 989**	
Other receipts	6 962 390	-	**6 962 390**	1 444 456	**(5 517 934)**	
Fines	1 577 916	-	**1 577 916**	1 295 940	**(281 976)**	
	458 329 786	**-**	**458 329 786**	**432 316 235**	**(26 013 551)**	
Payments						
Employee costs	(114 344 998)	-	**(114 344 998)**	(118 669 575)	**(4 324 577)**	
Suppliers	(126 988 078)	(26 005 072)	**(152 993 150)**	(131 061 171)	**21 931 979**	
Other payments	(820 000)	-	**(820 000)**	(7 605)	**812 395**	
	(242 153 076)	**(26 005 072)**	**(268 158 148)**	**(249 738 351)**	**18 419 797**	
Net cash flows from operating activities	**216 176 710**	**(26 005 072)**	**190 171 638**	**182 577 884**	**(7 593 754)**	
Cash flows from investing activities						
Purchase of property, plant and equipment	(170 708 280)	(5 517 360)	**(176 225 640)**	(137 059 981)	**39 165 659**	
Purchase of investment property	-	-	**-**	735 000	**735 000**	
Net cash flows from investing activities	**(170 708 280)**	**(5 517 360)**	**(176 225 640)**	**(136 324 981)**	**39 900 659**	
Net increase/(decrease) in cash and cash equivalents	45 468 430	(31 522 432)	**13 945 998**	46 252 903	**32 306 905**	
Cash and cash equivalents at the beginning of the year	-	-	**-**	71 911 652	**71 911 652**	
Cash and cash equivalents at the end of the year	**45 468 430**	**(31 522 432)**	**13 945 998**	**118 164 555**	**104 218 557**	
Reconciliation						

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

Accounting Policies for the period ended 30 June 2018

1. Presentation of Annual Financial Statements

The financial statements have been prepared in accordance with the Standards of Generally Recognised Accounting Practice (GRAP) including any interpretations,guidelines and directives issued by the Accounting Standards Board.

These annual financial statements have been prepared on an accrual basis of accounting and are in accordance with historical cost convention as the basis of measurement, unless specified otherwise.

A summary of the significant accounting policies, which have been consistently applied in the preparation of these annual financial statements, are disclosed below.

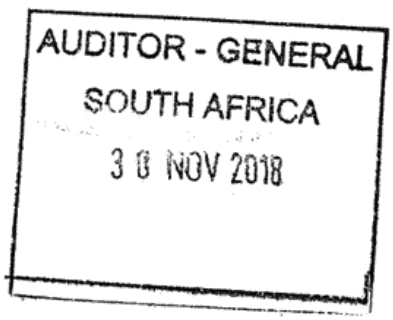
1.1 Presentation currency

These annual financial statements are presented in South African Rand, which is the functional currency of the municipality.



Accounting Policies for the period ended 30 June 2018

1.2 Going concern assumption



Accounting Policies for the period ended 30 June 2018

1.2 Going concern assumption (continued)

These annual financial statements have been prepared based on the assumption that the municipality will continue to operate as a going concern for at least the next 12 months.

1.2.1 Comparative Information

When the presentation or classification of items in the annual financial statements is amended, prior period comparative amounts are restated. The nature and reason for the reclassification is disclosed. Where accounting errors have been identified in the current year, the correction is made retrospectively as far as is practicable, and the prior year comparatives are restated accordingly. Where there has been a change in accounting policy in the current year, the adjustment is made retrospectively as far as is practicable, and the prior year comparatives are restated accordingly.

1.2.1.1 Municipal Standard Chart of Accounts (mSCOA) Implementation and Reclassification

The Municipal Regulations on Standard Chart of Accounts promulgated in terms of Government Gazette 37577 dated 22 April 2014 apply to all municipalities and municipal entities and became effective from 1 July 2017.

The main objective of this regulation is to provide for a national standard in respect of uniform recording and classification of municipal budget and financial information at a transaction level by prescribing a standard chart of accounts for municipalities and municipal entities which:

a) are aligned to the budget formats and accounting standards prescribed for municipalities and municipal entities and with the standard chart of accounts for national and provincial government; and
b) enable uniform information sets recorded in terms of national norms and standards across the whole of government for the purposes of national policy coordination amd reporting, benchmarking and performance measurement in the local government sphere.

The impact of this mSCOA regulations definitely affected the municipality's current business processes; transacting and reporting requirements.

1.2.2 Standards,amendments to standards and interpretations issued but not yet effective

The following GRAP standards and Interpretations have been issued but are not yet effective and have not been early adopted by the municipality.

GRAP 20 Related Party Disclosures

GRAP 32 Service Concession Arrangements: Grantor

GRAP 34 Seperate Financial Statements

GRAP 35 Consolidated Financial Statements

GRAP 36 Investments in Associates and Joint Ventures

GRAP 37 Joint Arrangements

GRAP 108 Statutory Receivables

GRAP 109 Accounting by Principals and Agents

GRAP 110 Living and Non-living resources

IGRAP 17 Service Concession Arrangements Where a Grantor Controls a Significant Residual Interest in an Asset

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

Adoption of these standards will have no material impact on future financial periods.

The following GRAP standard has been approved but is not required to be applied:

GRAP 18 Segment Reporting

Accounting Policies for the period ended 30 June 2018

1.2 Going concern assumption (continued)
Critical judgments, estimations and assumptions

In preparing the annual financial statements,management is required to make estimates and assumptions that impact on the municipality financial statements once implemented. Actual results in the future could differ from these estimates which may be material to the annual financial statements.

1.3 Investment property

Investment property is property (land or a building - or part of a building - or both) held to earn rentals or for capital appreciation or both, as well as land with no determinable future use:

Investment property is initially recognised at cost. Transaction costs are included in the initial measurement.

Where investment property is acquired through a non-exchange transaction, its cost is its fair value as at the date of acquisition.

Subsequent measurement

Investment property is measured using the fair value model. Under the fair value model, investment property is carried at its fair value at the reporting date. Any gain or loss arising from a change in the fair value of the property is included in surplus or deficit for the period in which it arises.

1.4 Property, plant and equipment

Property, plant and equipment are tangible non-current assets (including infrastructure assets) that are held for use in the production or supply of goods or services, rental to others, or for administrative purposes, and are expected to be used during more than one period.

The cost of an item of property, plant and equipment is recognised as an asset when:
- it is probable that future economic benefits or service potential associated with the item will flow to the municipality; and
- the cost of the item can be measured reliably.

Property, plant and equipment is initially measured at cost.

The cost of an item of property, plant and equipment is the purchase price and other costs attributable to bring the asset to the location and condition necessary for it to be capable of operating in the manner intended by management. Trade discounts and rebates are deducted in arriving at the cost.

Where an asset is acquired through a non-exchange transaction, its cost is its fair value as at date of acquisition.

Where an item of property, plant and equipment is acquired in exchange for a non-monetary asset or monetary assets, or a combination of monetary and non-monetary assets, the asset acquired is initially measured at fair value (the cost). If the acquired item's fair value was not determinable, it's deemed cost is the carrying amount of the asset(s) given up.

When significant components of an item of property, plant and equipment have different useful lives, they are accounted for as separate items (major components) of property, plant and equipment.

Costs include costs incurred initially to acquire or construct an item of property, plant and equipment and costs incurred subsequently to add to, replace part of, or service it. If a replacement cost is recognised in the carrying amount of an item of property, plant and equipment, the carrying amount of the replaced part is derecognised.

The initial estimate of the costs of dismantling and removing the item and restoring the site on which it is located is also included in the cost of property, plant and equipment, where the entity is obligated to incur such expenditure, and where the obligation arises as a result of acquiring the asset or using it for purposes other than the production of inventories.

Recognition of costs in the carrying amount of an item of property, plant and equipment ceases when the item is in the location and condition necessary for it to be capable of operating in the manner intended by management .

AUDITOR-GENERAL
SOUTH AFRICA
30 NOV 2018

Accounting Policies for the period ended 30 June 2018

1.4 Property, plant and equipment (continued)

The residual value of property,plant and equipment has been determined using historical data and market conditions. A base level of 20 percent is applied except where specific assets are deemed to vary significantly from this estimate.

SUBSEQUENT MEASUREMENT

The following categories of Property, plant and equipment are carried at the revalued amount,being the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses:

- Land and Buildings
- Infrastructure
- Community Assets

The following categories of Property,plant and equipment are carried on the cost model, being the cost less accumulated depreciation and any impairment losses:

- Other property,plant and equipment
- Capital under construction.

Capital under construction is not depreciated as the asset has not been brought into use yet. Land is not depreciated as it is deemed to have an indefinite useful life.

Revaluations are made every 5 years such that the carrying amount does not differ materially from that which would be determined using fair value at the end of the reporting period.

When an item of property, plant and equipment is revalued, any accumulated depreciation at the date of the revaluation is eliminated against the gross carrying amount of the asset and the net amount restated to the revalued amount of the asset.

Any increase in an asset's carrying amount, as a result of a revaluation, is credited directly to a revaluation surplus. The increase is recognised in surplus or deficit to the extent that it reverses a revaluation decrease of the same asset previously recognised in surplus or deficit.

Any decrease in an asset's carrying amount, as a result of a revaluation, is recognised in surplus or deficit in the current period. The decrease is debited directly to a revaluation surplus to the extent of any credit balance existing in the revaluation surplus in respect of that asset.

The revaluation surplus in equity related to a specific item of property, plant and equipment is transferred directly to retained earnings when the asset is derecognised.

The revaluation surplus in equity related to a specific item of property, plant and equipment is transferred directly to retained earnings as the asset is used. The amount transferred is equal to the difference between depreciation based on the revalued carrying amount and depreciation based on the original cost of the asset.

DEPRECIATION

Property, plant and equipment are depreciated on the straight line basis over their expected useful lives to their estimated residual value.

Land is not depreciated as it is regarded as having an indefinite life. Depreciation on assets other than land is calculated on cost or revalued amount, using the straight line method, to allocate their cost to their residual values over the estimated useful lives of the assets. The depreciation method used reflects the pattern in which the assets future economic benefits or service potential are expected to be consumed by the municipality.Components of assets that are significant in relation to the whole asset and that have different useful lives are depreciated separately. The depreciation rates are initially based on the following originally estimated useful lives and thereafter on the estimated remaining useful lives as at year end:

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

Accounting Policies for the period ended 30 June 2018

1.4 Property, plant and equipment (continued)

Infrastructure:	Years
Roads and Paving	10-30
Electricity	20-30
Water	15-20
Sewerage	15-20
Landfill Sites	10-65
Housing	30
Pedestrian Malls	20

Community:	Years
Improvements	25-30
Recreational facilities	15-20
Security	03-05
Components:	
Doors & Iron	08-15
Doors & Iron(extensive)	15-30
Fittings	05-15
Fittings and fixtures	15-30
Windows & glazing	08-15
Windows & glazing (extensive)	15-30
External roof structure/covering	15-35
Floor finish	05-15
Wall structure (internal)	20-50
Electrical	10-30

Other:	Years
Buildings	30
Specialist vehicles	10
Other vehicles	05-10
Office equipment	03-07
Furniture and fittings	07-10
Watercraft	15
Bins and containers	05-10
Specialised equipment	10-15
Other plant and equip	02-15
External wall	20-30
Floor structure	20-40
Wall painting	05-10
Drainage	10-30
Plumbing	10-30

Reviewing the useful life of an asset on an annual basis does not require the entity to amend the previous estimate unless expectations differ from the previous estimate.

Each part of an item of property, plant and equipment with a cost that is significant in relation to the total cost of the item is depreciated separately.

The depreciation charge for each period is recognised in surplus or deficit unless it is included in the carrying amount of another asset.

1.5 Intangible assets

An asset is identifiable if it either:

- is separable, i.e. is capable of being separated or divided from an entity and sold, transferred, licensed, rented or exchanged, either individually or together with a related contract, identifiable assets or liability, regardless of whether the entity intends to do so; or
- arises from binding arrangements (including rights from contracts), regardless of whether those rights are transferable or separable from the municipality or from other rights and obligations.

An intangible asset is recognised when:

- it is probable that the expected future economic benefits or service potential that are attributable to the asset will flow to the municipality; and
- the cost or fair value of the asset can be measured reliably.

Intangible assets are initially recognised at cost.

Where an intangible asset is acquired through a non-exchange transaction, its initial cost at the date of acquisition is measured at its fair value as at that date.

Expenditure on research (or on the research phase of an internal project) is recognised as an expense when it is incurred.

An intangible asset arising from development (or from the development phase of an internal project) is recognised when:

- it is technically feasible to complete the asset so that it will be available for use or sale.
- there is an intention to complete and use or sell it.
- there is an ability to use or sell it.
- it will generate probable future economic benefits or service potential.
- there are available technical, financial and other resources to complete the development and to use or sell the asset.
- the expenditure attributable to the asset during its development can be measured reliably.

Intangible assets are carried at cost less any accumulated amortisation and any impairment losses.

An intangible asset is regarded as having an indefinite useful life when, based on all relevant factors, there is no foreseeable limit to the period over which the asset is expected to generate net cash inflows or service potential. Amortisation is not provided for these intangible assets, but they are tested for impairment annually and whenever there is an indication that the asset may be impaired. For all other intangible assets amortisation is provided on a straight line basis over their useful life.

AUDITOR - GENERAL
SOUTH AFRICA
14 NOV 2018

Accounting Policies for the period ended 30 June 2018

1.5 Intangible assets (continued)

The amortisation period and the amortisation method for intangible assets are reviewed at each reporting date.

Reassessing the useful life of an intangible asset with a finite useful life after it was classified as indefinite is an indicator that the asset may be impaired. As a result the asset is tested for impairment and the remaining carrying amount is amortised over its useful life.

Internally generated brands, mastheads, publishing titles, customer lists and items similar in substance are not recognised as intangible assets.

Amortisation is provided to write down the intangible assets, on a straight line basis, to their residual values as follows:
Computer software, other 3-5 years

SUBSEQUENT MEASUREMENT

Intangible assets are subsequently measured at cost less accumulated amortisation

Intangible assets are derecognised:
- on disposal; or
- when no future economic benefits or service potential are expected from its use or disposal.

The gain or loss is the difference between the net disposal proceeds, if any, and the carrying amount. It is recognised in surplus or deficit when the asset is derecognised

1.6 Financial instruments

Initial recognition and measurement

The entity recognises a financial asset or a financial liability in its statement of financial position when the entity becomes a party to the contractual provisions of the instrument .This is achieved through the application of trade date accounting.

Upon initial recognition the entity classifies financial instruments or their component parts as financial liabilities, financial assets or residual interests in conformity with the substance of the contractual arrangement and to the extent that the instrument satisfies the definitions of a financial liability, a financial asset or a residual interest.

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

Accounting Policies for the period ended 30 June 2018

1.6 Financial instruments (continued)

Subsequent measurement

Financial instruments are classified as financial instruments at fair value through profit or loss where the financial instrument is either held for trading (including derivative instruments) or is designated as at fair value through profit or loss and are carried at fair value with any gains or losses being recognised in profit or loss. Fair value, for this purpose, is market value if listed or a value arrived at by using appropriate valuation models if unlisted.

Trade Receivables

Trade and other receivables are classified as loans and receivables and are measured at amortised cost less provision for doubtful debts, which is determined as set out under impairment of assets set out in policy note 1.9. Items with extended terms are initially recorded at the present value of future cash flows and interest received is accounted for over the term until payment is received. Write-downs of these assets are expensed in profit or loss.

Cash and cash equivalents

Cash and cash equivalents includes investments from call accounts which are held on a 30 day notice and can be received anytime the municipality wishes to utilize the funds. These investments are measured at fair value.

Cash and cash equivalents are measured at fair value.

Financial Liabilities

Non-derivative financial liabilities that are not designated on initial recognition as financial liabilities at fair value through profit or loss are measured at amortised cost using the effective interest rate method. Items with extended terms are initially recorded at the present value of future cash flows.

Trade Payables

Trade payables are initially measured at fair value plus transaction costs that are directly attributable to the acquisition and are subsequently measured at amortised cost

1.7 Leases

A lease is classified as a finance lease if it transfers substantially all the risks and rewards incidental to ownership. A lease is classified as an operating lease if it does not transfer substantially all the risks and rewards incidental to ownership.

When a lease includes both land and buildings elements, the entity assesses the classification of each element separately.

Operating leases - lessor

Operating lease revenue is recognised as revenue on a straight-line basis over the lease term.

1.8 Inventories

Inventories are initially measured at cost except where inventories are acquired through a non-exchange transaction, then their costs are their fair value as at the date of acquisition.

Subsequently inventories are measured at the lower of cost and net realisable value.

The cost of inventories is assigned using the FIFO formula. The same cost formula is used for all inventories having a similar nature and use to the municipality.

When inventories are sold, the carrying amounts of those inventories are recognised as an expense in the period in which the related revenue is recognised. If there is no related revenue, the expenses are recognised when the goods are distributed, or related services are rendered. The amount of any write-down of inventories to net realisable value or current replacement cost and all losses of inventories are recognised as an expense in the period the write-down or loss occurs. The amount of any reversal of any write-down of inventories, arising from an increase in net realisable value or current replacement cost, are recognised as a reduction in the amount of inventories recognised as an expense in the period in which the reversal occurs.

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

Accounting Policies for the period ended 30 June 2018

1.9 Impairment of assets

The entity assesses at each reporting date whether there is an indication that an asset may be impaired. Where the carrying amount of an asset exceeds its recoverable amount (or recoverable service amount in the case of non-cash generating assets), the asset is considered impaired & is written down to its recoverable amount or recoverable service amount.

If the recoverable amount of an asset is estimated to be less than its carrying amount, its carrying amount is reduced to the higher of its recoverable amount and zero. Subsequent to the recognition of an impairment loss, the depreciation or amortisation charge for the asset is adjusted to allocate its remaining carrying value, less any residual value, over its remaining useful life.

Impairment losses on receivables are determined based on specific and objective evidence that assets are impaired and is measured as the difference between the carrying amount of assets and the present value of the estimated future cash flows discounted at the effective interest rate computed at initial recognition.

Impairment losses are recognised in profit or loss. If an impairment loss subsequently reverses, the carrying amount of the asset is increased to the revised estimate of its recoverable amount but limited to the carrying amount that would have been determined had no impairment loss been recognised in prior years. A reversal of an impairment loss is recognised in the profit or loss.

1.10 Derecognition of assets and liabilities

Financial assets are derecognised when the contractual rights to receive cash flows have been transferred or have expired or when substantially all the risks and rewards of ownership have passed.

All other assets are derecognised on disposal or when no future economic benefits are expected from their use.

Financial liabilities are derecognised when the relevant obligation has either been discharged, cancelled or has expired.

1.11 Employee costs

These are all costs paid by an employer in exchange for services rendered by an employee. These include employee benefits such as salaries, bonuses, housing allowance, medical and other contributions, which are recognised in the income statement during the period in which the employee renders the related service. Detailed policies can also be noted under the Employee Benefits note.

1.12 Employee benefits

Short-term employee benefits

The cost of short-term employee benefits, (those payable within 12 months after the service is rendered, such as paid vacation leave and sick leave, bonuses, and non-monetary benefits such as medical care), are recognised in the period in which the service is rendered and are not discounted.

The expected cost of compensated absences is recognised as an expense as the employees render services that increase their entitlement or, in the case of non-accumulating absences, when the absence occurs.

The expected cost of surplus sharing and bonus payments is recognised as an expense when there is a legal or constructive obligation to make such payments as a result of past performance.

Defined contribution plans

Payments to defined contribution retirement benefit plans are charged as an expense as they fall due.

Payments made to industry-managed (or state plans) retirement benefit schemes are dealt with as defined contribution plans where the entity's obligation under the schemes is equivalent to those arising in a defined contribution retirement benefit plan.

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

Accounting Policies for the period ended 30 June 2018

1.12 Employee benefits (continued)

Defined benefit plans

For defined benefit plans the cost of providing the benefits is determined using the projected credit method.

Actuarial valuations are conducted on an annual basis by independent actuaries separately for each plan.

Past service costs are recognised immediately to the extent that the benefits are already vested, and are otherwise amortised on a straight line basis over the average period until the amended benefits become vested.

All Actuarial gains and losses are recognised immediately in surplus or deficit when they occur.

The amount recognised in the statement of financial position represents the present value of the defined benefit obligation as adjusted for unrecognised actuarial gains and losses and unrecognised past service costs, and reduces by the fair value of plan assets.

1.13 Provisions and contingencies

Provisions are recognised when:

- the municipality has a present obligation as a result of a past event;
- it is probable that an outflow of resources embodying economic benefits or service potential will be required to settle the obligation; and
- a reliable estimate can be made of the obligation.

Where the effect of time value of money is material, the amount of a provision is the present value of the expenditures expected to be required to settle the obligation.

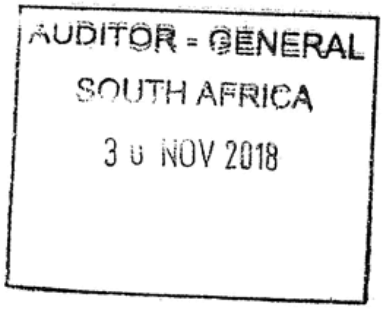
The discount rate is a pre-tax rate that reflects current market assessments of the time value of money and the risks specific to the liability.

1.14 Revenue from exchange transactions

Revenue from exchange transactions refers to revenue that accrued to the municipality directly in return for services rendered / goods sold, the value of which approximates the consideration received or receivable.

Recognition

Revenue from exchange transactions is only recognised once all of the following criteria have been satisfied:
a)The entity retains neither continuing managerial involvement to the degree usually associated with ownership effective control over the goods sold;
b) The amount of revenue can be measured reliably; and
c) It is probable that the economic benefits or service potential associated with the transaction will flow to the entity and the costs incurred or to be incurred in respect of the transaction can be measured reliably.



Accounting Policies for the period ended 30 June 2018

1.14 Revenue from exchange transactions (continued)

Measurement

Revenue from exchange transactions is measured at the fair value of the consideration received or receivable taking into account the amount of any discounts and rebates allowed by the entity. Fair value is the amount for which an asset could be exchanged, or a liability, between knowledgeable, willing parties in an arm's length transaction.

Service charges relating to electricity are based on consumption. Meters are read on a quarterly basis and are recognised as revenue when invoiced. Provisional estimates of consumption are made monthly when meter readings have not been performed. The provisional estimates of consumption are recognised as revenue when invoiced. Adjustments to provisional estimates of consumption are made in the invoicing period in which meters have been read. These adjustments are recognised as revenue in the invoicing period.

Revenue from the sale of electricity prepaid meter cards is recognised at the point of sale.

Service charges relating to refuse removal are recognised on a monthly basis in arrears by applying the approved tariff to each property that has improvements. Tariffs are determined per category of property usage, and are levied monthly based on the recorded number of refuse containers per property.

Interest revenue is recognised on a time proportion basis.

Revenue arising from the application of the approved tariff of charges is recognised when the relevant service is rendered by applying the relevant gazetted tariff. This includes the issuing of licences and permits.

Revenue from the sale of goods is recognised when substantially all the risks and rewards in those goods is passed to the consumer.

Revenue arising out of situations where the municipality acts as an agent on behalf of another entity (the principal) is limited to the amount of any fee or commission payable to the municipality as compensation for executing the agreed services.

1.15 Revenue from non-exchange transactions

Revenue from non-exchange transactions refers to transactions where the municipality received revenue from another entity without directly giving approximately equal value in exchange. Revenue from non-exchange transactions is generally recognised to the extent that the the related receipt or receivable qualifies for recognition as an asset and there is no liability to repay the amount.

Revenue from property rates is recognised when the legal entitlement to this revenue arises. Collection charges are recognised when such amounts are legally enforceable. Penalty interest on unpaid rates is recognised on a time proportionate basis.

Fines constitute both spot fines and summonses. Revenue from spot fines and summonses is recognised when the fine is issued.

Revenue from public contributions and donations is recognised when all conditions associated with the contribution have been met or where the contribution is to finance property, plant and equipment, when such items of property, plant and equipment qualifies for recognition and first becomes available for use by the municipality. Where public contributions have been received but the municipality has not met the related conditions, a deferred income (liability) is recognised.

Contributed property, plant and equipment is recognised when such items of property, plant and equipment qualifies for recognition and become available for use by the municipality.

Revenue from the recovery of unauthorised, irregular, fruitless and wasteful expenditure is based on legislated procedures, including those set out in the Municipal Finance Management Act (Act No.56 of 2003) and is recognised when the recovery thereof from the responsible councillors or officials is virtually certain.

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

Accounting Policies for the period ended 30 June 2018

1.15 Revenue from non-exchange transactions (continued)

Government grants

Grants, transfers and donations received or receivable are recognised when the resources that have been transferred meet the criteria for recognition as an asset. Grants without any conditions attached are recognised as revenue when the asset is recognised.

Unspent conditional grants

For all conditional grants, a corresponding liability is raised to the extent that the grant, transfer or donation is conditional. The liability is transferred to revenue as and when the conditions attached to the grant are met. The unspent conditional grant liability is disclosed in the Statement of Financial Position.

1.16 Unauthorised expenditure

Unauthorised expenditure means:

- overspending of a vote or a main division within a vote; and
- expenditure not in accordance with the purpose of a vote or, in the case of a main division, not in accordance with the purpose of the main division.

All expenditure relating to unauthorised expenditure is recognised as an expense in the statement of financial performance in the year that the expenditure was incurred. The expenditure is classified in accordance with the nature of the expense, and where recovered, it is subsequently accounted for as revenue in the statement of financial performance.

1.17 Fruitless and wasteful expenditure

Fruitless expenditure means expenditure which was made in vain and would have been avoided had reasonable care been exercised.

All expenditure relating to fruitless and wasteful expenditure is recognised as an expense in the statement of financial performance in the year that the expenditure was incurred. The expenditure is classified in accordance with the nature of the expense, and where recovered, it is subsequently accounted for as revenue in the statement of financial performance.

1.18 Irregular expenditure

Irregular expenditure is expenditure that is contrary to the Municipal Finance Management Act (Act No.56 of 2003), the Municipal Systems Act (Act No.32 of 2000), and the Public Office Bearers Act (Act No. 20 of 1998) or is in contravention of the economic entity's supply chain management policy. Irregular expenditure excludes unauthorised expenditure. Irregular expenditure is accounted for as expenditure in the Statement of Financial Performance and where recovered, it is subsequently accounted for as revenue in the Statement of Financial Performance.

1.19 Change in Accounting Policies, Estimates and Errors

Changes in accounting policies that are effected by management have been applied retrospectively in accordance with GRAP 3 requirements, except to the extent that is impracticable to determine the period-specific effects or the cumulative effect of the change in policy. In such cases the municipality shall restate the opening balances of assets, liabilities and net assets for the earliest period for which retrospective restatement is practicable.

Changes in accounting estimates are applied prospectively in accordance with GRAP 3 requirements. Details of the changes in estimates are disclosed in the notes to the financial statements where applicable.

1.20 Prepayments

The amount is not taken to profit or loss and other comprehensive income as an expense but disclosed as a current asset in the statement of financial position. The expense is only raised when it is incurred.

1.21 Accumulated Surplus

Included in the accumulated surplus is the previous years profits as well as the effects of changes in accounting policies and correction of errors

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

Accounting Policies for the period ended 30 June 2018

1.22 iGRAP 1 - Probability of revenue

Initial Recognition
Revenue is recognised when it is probable that future economic benefits or service potential will flow to the entity and these benefits can be measured.

Subsequent measurement
Subsequently, the collectability of the revenue is assessed and an impairment loss is recognised where appropriate

1.23 VAT

The Municipality accounts for Value Added Tax on the payments basis. This means that VAT is declared to the South African Revenue Services as input VAT or output VAT only when payments are made to suppliers or payments are received for goods or services.

1.24 Budget information

Municipality are typically subject to budgetary limits in the form of appropriations or budget authorisations (or equivalent), which is given effect through authorising legislation, appropriation or similar.

General purpose financial reporting by municipality shall provide information on whether resources were obtained and used in accordance with the legally adopted budget.

The approved budget is prepared on a cash basis and presented by economic classification linked to performance outcome objectives.

The approved budget covers the fiscal period from 2017/07/01 to 2018/06/30.

1.25 Related parties

Individuals as well as their close family members, and/or entities are related parties if one party has the ability, directly or indirectly, to control or jointly control the other party or exercise significant influence over the other party in making financial and/or operating decisions. Key management personnel is defined as the Municipal Manager, Chief Financial Officer and all other managers reporting directly to the Municipal Manager or as designated by the Municipal Manager.

1.26 Commitments

Items are classified as commitments where the Municipality commits itself to future transactions that will normally result in the outflow of resources.
Commitments are not recognised in the statement of financial position as a liability or as expenditure in the statement of financial performance but are included in the disclosure notes. A distinction is made between capital and current commitments.
Commitments are disclosed for:

- Approved and contracted commitments, where the expenditure has been approved and the contract has been awarded at the reporting date
- Approved but not yet contracted commitments, where the expenditure has been approved and the contract has yet to be awarded or is awaiting finalisation at the reporting date.
- Items are classified as commitments where the municipality commits itself to future transactions that will normally result in the outflow of resources.
- Contracts that are entered into before the reporting date, but goods and services have not yet been received are disclosed in the disclosure notes to the financial statements.
- Other commitments for contracts are to be non-cancelable or only cancelable at significant cost contracts should relate to something other than the business of the municipality.

1.27 Housing development fund

The Housing Development Fund was established in terms of the Housing Act, (Act No. 107 of 1997). Loans from national and provincial government used to finance housing selling schemes undertaken by the municipality were extinguished on 1 April 1998 and transferred to a Housing Development Fund.
Housing selling schemes, both complete and in progress as at 1 April 1998, were also transferred to the Housing Development Fund. In terms of the Housing Act, all proceeds from housing developments, which include rental income and sales of houses, must be paid into the Housing Development Fund. Monies standing to the credit of the Housing Development Fund can be used only to finance housing developments within the municipal area subject to the approval of the Provincial MEC responsible for housing.

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

Accounting Policies for the period ended 30 June 2018

1.27 Housing development fund (continued)

The following provisions are set for the creation and utilisation of the Housing Development Fund:

• The Housing Development Fund is cash-backed, and invested in accordance with the investment policy of the municipality.
• The proceeds in this fund are utilised for housing development in accordance with the National Housing Policy, and also for housing development projects approved by the MEC for Human Settlements.
• Any contributions to or from the fund are shown as transfers in the Statement of Changes in Net Assets.
• Interest earned on the investments of the fund is disclosed as interest earned in the Statement of Financial Performance.

1.28 Revaluation reserve

The surplus arising from the revaluation of property, plant and equipment is credited to a non-distributable reserve. The revaluation surplus is realised as revalued buildings are depreciated, through a transfer from the revaluation reserve to the accumulated surplus/deficit. On disposal, the net revaluation surplus is transferred to the accumulated surplus/deficit while gains or losses on disposal, based on revalued amounts, are credited or charged to the statement of financial performance.

1.29 Deferred revenue

The calculation is done on the week commencing 15 June with the assumption that the electricity purchased in the first and second week of the month will be consumed of the financial year.
An average tariff has been applied for domestic as the municipality is on stepped tariff.
The average daily consumption is over 30,417 days for the financial year.
The indegent is not deferred

1.30 Commitments

Items are classified as commitments when an entity has committed itself to future transactions that will normally result in the outflow of cash.

Disclosures are required in respect of unrecognised contractual commitments.

Commitments for which disclosure is necessary to achieve a fair presentation should be disclosed in a note to the financial statements, if both the following criteria are met:

- Contracts should be non-cancellable or only cancellable at significant cost (for example, contracts for computer or building maintenance services); and
- Contracts should relate to something other than the routine, steady, state business of the entity – therefore salary commitments relating to employment contracts or social security benefit commitments are excluded.

1.31 Investment income

Investment income is recognised on a time-proportion basis using the effective interest method.

1.32 Comparative figures

Where necessary, comparative figures have been reclassified to conform to changes in presentation in the current year.

AUDITOR - GENERAL
SOUTH AFRICA
3 0 NOV 2018

Notes to the Financial Statements for the period ended 30 June 2018

	2018 R	2017 R

2. Inventories

Consumable stores	971 003	667 205
Medallions - at cost	2 669	2 669
	973 672	**669 874**

Inventories are held for own use with the result that no write downs of inventory to net realisable value were required.

3. Receivables from non-exchange transactions

Rates from non exchange transactions	57 400 963	56 540 516
Sundry Debtors	11 000 603	10 773 857
Traffic Fines Debtor	2 965 713	2 410 613
Sundry debtors control	250 580	366 415
Provision for Impairment	(31 491 296)	(28 429 023)
	40 126 563	**41 662 378**

Rates from non exchange transactions

Current	547 770	-
31-60 days	589 406	15 190
61-90 days	1 034 091	280 853
91-120 days	1 131 415	245 147
121-360 days	6 826 650	12 058 302
over 360 days	47 271 630	43 941 024
provision for impairment	(31 491 296)	(28 429 023)
	25 909 666	**28 111 493**

4. VAT receivable

VAT	10 952 949	7 014 072

VAT is declared on the payments basis. Once payment is received from debtors and payments made to creditors, VAT is declared to SARS.

5. Trade receivables from exchange transactions

Gross balances

Electricity from exchange transactions	9 020 534	7 720 760
Refuse from exchange transactions	14 082 328	12 250 398
Interest accrued from investments	301 054	319 845
	23 403 916	**20 291 003**

Less: Allowance for impairment

Electricity from exchange transactions	(1 683 877)	(1 904 111)
Refuse from exchange transactions	(6 329 090)	(9 237 369)
	(8 012 967)	**(11 141 480)**

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

Notes to the Financial Statements for the period ended 30 June 2018

	2018 R	2017 R
5. Trade receivables from exchange transactions (continued)		
Net balance		
Electricity from exchange transactions	7 336 657	5 816 649
Refuse from exchange transactions	7 753 238	3 013 029
Interest accrued from investments	301 054	319 845
	15 390 949	**9 149 523**
Electricity		
Current (0 -30 days)	4 798 428	3 307 313
31 - 60 days	3 720 079	1 590 339
61 - 90 days	80 329	267 275
91 - 120 days	29 263	197 884
121 - 365 days	92 765	402 053
> 365 days	299 669	1 955 896
	9 020 534	**7 720 760**
Refuse		
Current (0 -30 days)	1 149 725	657 427
31 - 60 days	275 929	416 640
61 - 90 days	261 435	247 374
91 - 120 days	237 845	210 310
121 - 365 days	1 352 531	1 562 560
> 365 days	14 283 384	9 156 097
	17 560 848	**12 250 408**
Other (specify)		
> 365 days	301 054	319 845

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

Notes to the Financial Statements for the period ended 30 June 2018

	2018 R	2017 R
5. Trade receivables from exchange transactions (continued)		
Summary of debtors by customer classification		
Consumers		
Current (0 -30 days)	467 606	583 755
31 - 60 days	353 155	478 719
61 - 90 days	241 205	304 368
91 - 120 days	237 858	265 607
121 - 365 days	1 508 012	3 346 599
> 365 days	10 453 154	8 978 691
	13 260 990	13 957 739
Less: Allowance for impairment	(10 757 611)	(9 853 522)
	2 503 379	**4 104 217**
Industrial/ commercial		
Current (0 -30 days)	2 348 540	2 218 277
31 - 60 days	181 225	898 354
61 - 90 days	78 204	183 560
91 - 120 days	31 340	91 795
121 - 365 days	108 966	371 201
> 365 days	612 343	676 321
	3 360 618	4 439 508
Less: Allowance for impairment	(1 428 259)	(1 461 979)
	1 932 359	**2 977 529**
National and provincial government		
Current (0 -30 days)	615 678	75 116
31 - 60 days	185 873	57 167
61 - 90 days	198 792	75 150
91 - 120 days	72 566	100 836
121 - 365 days	95 427	563 454
> 365 days	38 914	702 122
	1 207 250	**1 573 845**
Reconciliation of allowance for impairment		
Balance at beginning of the year	(11 141 480)	(10 260 238)
Contributions to allowance	3 128 513	(881 242)
	(8 012 967)	**(11 141 480)**

Consumer debtors past due but not impaired

Consumer debtors which are less than 3 months past due are not considered to be impaired.

As of 30 June 2018, consumer debtors of R 1,048,745 (2017: 4,281,619) were past due but not impaired.

The ageing of amounts past due but not impaired is as follows:

1 month past due	456 033	2 318 876
2 months past due	352 234	1 166 953
3 months past due	240 478	795 790

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

Notes to the Financial Statements for the period ended 30 June 2018

	2018 R	2017 R

5. Trade receivables from exchange transactions (continued)

Consumer debtors impaired

As of 30 June 2018, consumer debtors of R 12,185,870 (2017: R 11,315,502) were impaired and provided for.

The amount of the provision was R 12,185,870 (2017: R 11,315,502)) as of 30 June 2018 .

The ageing of these debtors is as follows:

3 to 6 months	663 362	707 219
Over 6 months	11 522 508	10 608 283

6. Cash and cash equivalents

Cash and cash equivalents consist of:

Cash on hand	1 250	1 250
Bank balances	3 411 063	3 844 404
Short-term deposits	116 456 301	68 065 998
	119 868 614	**71 911 652**

Short-term deposits represent investments held at various financial institutions. An investment register detailing these accounts is available at the municipal offices.



Notes to the Financial Statements for the period ended 30 June 2018

	2018 R	2017 R

6. Cash and cash equivalents (continued)

The municipality had the following bank accounts

Account number / description	Bank statement balances			Cash book balances		
	30 June 2018	30 June 2017	30 June 2016	30 June 2018	30 June 2017	30 June 2016
Nedbank - Current Account (Main) - 1011292106	2 492 318	4 508 059	8 156 953	(1 201 127)	3 140 400	5 742 709
Standard Bank - Current Account - 060435224	416 287	208 863	155 231	416 287	208 863	155 231
First National Bank - Current Account - 62108495187	4 195 903	621 687	317 284	4 195 903	621 687	317 284
Standard Bank - Call Account 68600704/001	58 205 143	17 155 059	7 855 059	58 205 143	17 155 059	7 855 059
Standard Bank - 60 Day Notice Account - 68600704/002	9 854 268	9 360 589	8 865 185	9 854 268	9 360 589	8 865 185
First National Bank - Money Market - 62108496573	6 806 096	6 106 382	6 108 042	6 806 096	6 106 382	6 108 042
Nedbank - Call Account 03/7881006129/000004	12 915 529	15 918 256	12 215 456	12 915 529	15 918 256	12 215 456
Nedbank - Call Account 03/7881096624/000001	4 844 897	2 346 547	1 000	4 844 897	2 346 546	1 000
Nedbank - Call Account 03/7881120797/000001	4 657 088	920 762	1 000	4 657 088	920 762	1 000
Nedbank - 32 day Notice 03/7881006129/000006	5 387 068	5 024 371	4 700 000	5 387 068	5 024 370	4 700 000
First National Bank - Money Market - 62175310045	173 154	164 564	164 639	173 154	164 564	164 639
First National Bank - Money Market - 62215611121	1 760 739	1 673 386	1 673 405	1 760 739	1 673 386	1 673 405
First National Bank - Money Market - 62286478906	535 951	509 362	610 294	535 951	509 362	610 294
Nedbank - Call Account 03/7881127902	6 124 556	3 242 698	-	6 124 556	3 242 698	-
Nedbank - Call Account 03/7881134496/000001	47 029	1 000 000	-	47 029	1 000 000	-
Nedbank - Call Account 03/7881134550	4 933 936	4 644 022	-	4 933 936	4 644 022	-
NEDBANK ELECTRIFICATION-03/7881140356	210 848	-	-	210 848	-	-
Total	**123 560 810**	**73 404 607**	**50 823 548**	**119 867 365**	**72 036 946**	**48 409 304**

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

Notes to the Financial Statements for the period ended 30 June 2018

	2018 R	2017 R

7. Investment property

	2018			2017		
	Cost / Valuation	Accumulated depreciation and accumulated impairment	Carrying value	Cost / Valuation	Accumulated depreciation and accumulated impairment	Carrying value
Investment property	20 019 900	-	20 019 900	20 457 400	-	20 457 400

Reconciliation of investment property - 2018

	Opening balance	Disposals	Total
Investment property	20 457 400	(437 500)	20 019 900

Reconciliation of investment property - 2017

	Opening balance	Disposals	Correction of error	Total
Investment property	22 281 400	(246 500)	(1 577 500)	20 457 400

The Municipality had duplicate properties held within the Investment Property register and finacial records. This has been corrected in the previous financial year. Refer to note 49 for the correction relating to prior years.

All of the municipality's investment properties are held under freehold interests and no Investment Property had been pledged as security for any liabilities of the municipality and are held for capital appreciation.

There are no restrictions on the reliability of investment property or the remittance of revenue and proceeds of disposal.

There are no contractual obligations on investment property.

A register of Investment property is available at the municipal offices.

The effective date of revaluations was 1 July 2013.

The valuation was performed using data based on arms length transactions and related market evidence.

This was done by an independent and professional valuer with the Registration Number 3550/09 by the name of Kwasi Agyaben Boateng who has a Bsc Honours in Land Economy.

A register containing the information required by section 63 of the Municipal Finance Management Act is available for inspection at the registered office of the municipality

Rental revenue from investment property	R 874,985	R 710,213

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

Notes to the Financial Statements for the period ended 30 June 2018

	2018 R	2017 R

8. Property, plant and equipment

	2018			2017		
	Cost / Valuation	Accumulated depreciation and accumulated impairment	Carrying value	Cost / Valuation	Accumulated depreciation and accumulated impairment	Carrying value
Land	18 157 142	-	18 157 142	18 157 142	-	18 157 142
Buildings	64 428 127	(7 881 022)	56 547 105	62 987 791	(6 654 976)	56 332 815
Infrastructure	460 930 225	(3 873 997)	457 056 228	503 207 207	(114 036 125)	389 171 082
Community	134 106 013	(52 167 881)	81 938 132	122 428 753	(31 614 605)	90 814 148
Other property, plant and equipment	60 818 722	(25 082 248)	35 736 474	59 533 044	(21 609 663)	37 923 381
Capital under construction	269 300 800	-	269 300 800	205 380 377	-	205 380 377
Total	**1 007 741 029**	**(89 005 148)**	**918 735 881**	**971 694 314**	**(173 915 369)**	**797 778 945**

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

Notes to the Financial Statements for the period ended 30 June 2018

Figures in Rand

8. Property, plant and equipment (continued)

Reconciliation of property, plant and equipment - 2018

	Opening balance	Additions	Disposals / Transfers to other institutions	Transfers	Revaluations	Depreciation	Impairment loss	Total
Land	18 157 142	-	-	-	-	-	-	18 157 142
Buildings	56 332 815	-	-	1 440 336	-	(1 226 046)	-	56 547 105
Infrastructure	389 171 082	65 000	(43 923 947)	56 989 131	80 336 693	(21 707 736)	(3 873 995)	457 056 228
Community	90 814 148	-	-	11 677 261	-	(5 035 200)	(15 518 077)	81 938 132
Other property, plant and equipment	37 923 382	1 306 965	(4 258)	-	-	(3 489 617)	-	35 736 472
Capital under construction	205 380 377	136 037 382	(2 010 231)	(70 106 728)	-	-	-	269 300 800
	797 778 946	**137 409 347**	**(45 938 436)**	**-**	**80 336 693**	**(31 458 599)**	**(19 392 072)**	**918 735 879**

Reconciliation of property, plant and equipment - 2017

	Opening balance	Additions	Disposals	Transfers	Loss on construction contracts	Depreciation	Total
Land	18 157 142	-	-	-	-	-	18 157 142
Buildings	55 797 530	1 063 980	-	689 598	-	(1 218 293)	56 332 815
Infrastructure	322 115 795	4 425 749	-	84 793 176	-	(22 163 637)	389 171 083
Community	80 503 382	885 087	(96 518)	14 636 587	-	(5 114 390)	90 814 148
Other property, plant and equipment	36 728 755	4 975 808	(1 063 618)	1 760 058	-	(4 477 622)	37 923 381
Capital under construction	186 509 835	125 856 317	-	(101 879 419)	(5 106 356)	-	205 380 377
	699 812 439	**137 206 941**	**(1 160 136)**	**-**	**(5 106 356)**	**(32 973 942)**	**797 778 946**

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

Notes to the Financial Statements for the period ended 30 June 2018

	2018 R	2017 R

8. Property, plant and equipment (continued)

Projects taking significantly longer than expected to complete

Within Capital under construction are two projects that are taking significantly longer than expected to complete. Management considers projects that exceed the Programs of works or Project plan by an extensive period to be 'taking sigficiantly longer to complete'. Two projects fell within this description, namely Council Chambers and Epiphany Sportsfield. Council Chambers project commenced in July 2014 and according to the work programme should have been completed by March 2016. Epiphany Sportsfield project commenced in November 2013 and should have been compted by October 2014. The reason for delays on both of these projects were termination of service provider's contracts due to poor performance. The carrying value of these two projects are as follows:

Council Chambers	45 223 764	28 726 499
Epiphany sportsfield	2 619 295	2 571 099

Repairs and Maintenance

Repairs on buildings	1 993 502	1 765 955
Repairs on equipment	2 432 108	260 943
Repairs on mains	8 063 915	8 583 996
	12 489 525	**10 610 894**

Included in note 36 - Contracted services - is expenditure incurred on assets to repair and maintain them totalling R12,489,525 as is detailed above.

Revaluations

The revaluation of infrastructure assets has been completed using the depreciated replacement cost method in accordance with GRAP 17. The revaluation was carried out by Sondlo Chartered Accountants through a team which included a Civil Engineer, Electrical Engineer and a Chartered Accountant.

Land and Community assets are re-valued independently every 5 years.

Reconciliation of Work-in-Progress 2018

	Included within Infrastructure	Included within Community	Included within Included within Land & Buildings	Total
Additions/capital expenditure	212 318 331	11 761 789	45 220 680	269 300 800

Reconciliation of Work-in-Progress 2017

	Included within Infrastructure	Included within Community	Included within Land & Buildings	Total
Additions/capital expenditure	155 705 873	19 489 659	30 184 845	205 380 377

A register containing the information required by section 63 of the Municipal Finance Management Act is available for inspection at the registered office of the municipality.

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

Notes to the Financial Statements for the period ended 30 June 2018

	2018 R	2017 R

9. Intangible assets

	2018			2017		
	Cost / Valuation	Accumulated amortisation and accumulated impairment	Carrying value	Cost / Valuation	Accumulated amortisation and accumulated impairment	Carrying value
Computer software	3 994 883	(2 373 402)	1 621 481	3 965 883	(1 452 875)	2 513 008

Reconciliation of intangible assets - 2018

	Opening balance	Additions	Amortisation	Total
Computer software	2 513 008	29 000	(920 527)	1 621 481

Reconciliation of intangible assets - 2017

	Opening balance	Additions	Amortisation	Total
Computer software	420 740	2 741 200	(648 932)	2 513 008

Other information

There is a register containing the information required by Section 63 of the MFMA which is available for inspection at the registered office of the Municipality.

In assessing the useful life of the Corview software, we have considered various relevant factors including the nature of the Software, the potential for software upgrade, the use of the asset and ultimately the expectation of receiving service potential of the asset.

Due to the above factors, there is no foreseeable limit to the expected service potential of the Corview software and as such the Corview intangible asset is deemed to have an indefinite useful life.

10. Payables from exchange transactions

AUDITOR - GENERAL
SOUTH AFRICA
3 0 NOV 2018

Bonus accrual	1 705 025	1 592 777
Income received in advance	3 354 934	3 426 114
Leave pay accrual	7 704 536	6 523 698
Other creditors	2 933 984	2 866 805
Trade payables	38 005 806	23 382 068
	53 704 285	**37 791 462**

The average credit period on purchases is 30 days from the receipt of the statement, as determined by the MFMA. No interest is charged for the first 30 days from the date of receipt of the invoice. Thereafter interest is charged in accordance with the credit policies of the various individual creditors that the municipality deals with. The municipality has financial risk policies in place to ensure that all payables are paid within the credit timeframe.

Income received in advance is due to payments received for hall hire and prepaid electricity

Staff leave accrue to the staff of the municipality on an annual basis, subject to certain conditions. The accrual is an estimate of the amount due at the reporting date.

The management of the municipality is of the opinion that the carrying value of creditors approximate their fair values.

Notes to the Financial Statements for the period ended 30 June 2018

	2018 R	2017 R

10. Payables from exchange transactions (continued)

Bonus accrual is calculated on a 13th cheque attributable to all staff.

11. Consumer deposits

Electricity	290 842	282 166

12. Unspent conditional grants and receipts

Unspent conditional grants and receipts comprises of:

Unspent conditional grants and receipts		
Establishment Plan	63 798	63 798
Grant-MIG	4 030 700	-
Grant- IDP Fund	59 683	68 145
LED projects	506 536	506 536
Library upgrade	1 012 200	1 071 959
National: FMG grant	1 126	-
National electrification programme	3 883 968	-
Other grants	219 396	422 523
Spatial development	43 865	43 865
	9 821 272	**2 176 826**

Refer to note 25 for reconciliation of grants and receipts.
-

13. Provisions

Reconciliation of provisions - 2018

	Opening Balance	Additions	Total
Environmental rehabilitation	11 949 197	493 872	12 443 069
Performance bonus	795 245	15 986	811 231
	12 744 442	**509 858**	**13 254 300**

Reconciliation of provisions - 2017

	Opening Balance	Additions	Change in discount factor	Total
Environmental rehabilitation	11 352 032	-	597 165	11 949 197
Performance bonus	789 008	6 237	-	795 245
	12 141 040	**6 237**	**597 165**	**12 744 442**

Non-current liabilities	12 443 069	11 559 610
Current liabilities	811 231	1 184 832
	13 254 300	**12 744 442**

Performance Bonus

Performance bonuses accrue to senior managers on an annual basis, subject to certain conditions. The provision is an estimate of the amount due at the reporting date.

Environmental rehabilitation provision

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

Notes to the Financial Statements for the period ended 30 June 2018

	2018 R	2017 R

13. Provisions (continued)

The minimum requirements for waste disposal by landfill as stated by the Department of Water Affairs and Forestry, " All land fills, except those closed prior to August 1990 when the permitting system came into effect, must be permitted before they can be legally closed. Closure will involve, inter alia, the application of final cover, top soiling, vegetating, drainage maintenance and leachate management."

The financial implications for the rehabilitation of the landfill site were performed by Hendrik Adriaan Roets, who is registered with the South African Institution of Civil Engineering. This was carried out on the 03 August 2018 for the effective date, 30 June 2018. Currently no appointment for the closure has been made, and therefore estimates have been compiled. The provision is based on a 15 year estimation.

Landfill sites generally fall into 3 categories, which are separated by the size of the landfill, the type of waste and the amount of leachate produced. The land fill site closure design is based on it falling in the G:S:B+ formation which has the following capping layers:

- 200mm Topsoil
- 300mm Compacted clay

In calculating the provision for rehabilitation, the following four items have been included:

Direct contract costs - this equates to a unit cost of 90 Rand per square meter based on previous closure of the Ducats landfill. Unit costs are used to estimate rehabilitation costs until a service provider is appointed to perform an investigation and design

Indirect professional fees - these fees are fixed and are based on a percentage of the contract.

Indirect disbursements - These are estimated by obtaining quotations from third party service providers for similar works.

Escalation has also been considered and included in the costs.

The monetary value for the provision for the landfill site at 30 June 2018 is R 12,433,069 (2017: 11,949,197)

14. Employee benefit obligations

The amounts recognised in the statement of financial position are as follows:

Carrying value		
Present value of the defined benefit obligation-wholly unfunded	14 852 978	13 127 295
Present value of the defined benefit obligation-partly or wholly funded	416 244	361 990
	15 269 222	**13 489 285**

Changes in the present value of the defined benefit obligation are as follows:

Opening balance	13 489 285	13 479 739
Contributions by plan participants	(497 185)	(160 230)
Net expense recognised in the statement of financial performance	1 686 788	169 776
	14 678 888	**13 489 285**

Net expense recognised in the statement of financial performance

Current service cost	1 041 888	1 463 344
Interest cost	1 002 228	1 178 362
Actuarial (gains) losses	(357 328)	(2 471 930)
	1 686 788	**169 776**

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

Notes to the Financial Statements for the period ended 30 June 2018

	2018 R	2017 R

14. Employee benefit obligations (continued)

The municipality provides certain post-retirement health care benefits by funding the medical aid contributions of qualifying retired members of the municipality.According to the results of the Medical Aid Funds, with which the municipality is associated a member (who is on the current Conditions of Service) is entitled to remain a continued member of such medical aid fund on retirement, in which case the municipality is liable for a certain portion of the medical aid membership fee.The municipality operates an unfunded defined benefit plan for these qualifying employees.No other post-retirement benefits are provided to these employees.

The most recent actuarial valuations of plan assets and the present value of the defined benefit obligation were carried out at 30 June 2018 by Chanan Weiss of ARCH Actuarial Consulting, fellow of the faculty of Actuaries and Fellow of the Actuarial Society of South Africa.The present value of the defined benefit obligation, and the related current service cost and past service cost, were measured using the Projected Unit Credit Method.

The municipality has an obligation to provide long-service allowance benefits to all of its employees. According to the rules of the Long-service Allowance Scheme, which the municipality instituted and operates, an employee (who is on the current conditions of service), is entitled to a cash allowance, calculated in terms of the rules of the scheme, after 5 years and every 5 years thereafter of continued service. The municipality's liability is based on an actuarial valuation. The projected unit credit method has been used to value the liabilities. Actuarial gains and losses on the long-term incentives are accounted for through the statement of financial performance.

Key assumptions used

Assumptions used at the reporting date:

Actual return on plan assets	63	63
Discount rates used	9,72 %	9,72 %
Expected rate of return on assets	7,98 %	7,98 %
Expected rate of return on reimbursement rights	1,60 %	1,60 %

Other assumptions

Assumed healthcare cost trends rates have a significant effect on the amounts recognised in surplus or deficit. A one percentage point change in assumed healthcare cost trends rates would have the following effects:

	One percentage point increase	One percentage point decrease
Effect on the aggregate of the service cost and interest cost	2 454 300	2 454 300
Effect on defined benefit obligation	12 461 000	12 461 000

Amounts for the current and previous four year are as follows:

	2018 R	2017 R	2016 R	2015 R	2014 R
Defined benefit obligation	15 269 222	13 489 285	10 789 296	8 698 503	7 459 676
Surplus (deficit)	(15 269 222)	(13 489 285)	(10 789 296)	(8 698 503)	(7 459 676)

15. Payables from exchange transactions

The table below reflects the non-current portion of cellphone contracts taken out for the council. It is the amouts payable after more than a year

Trade payables	55 065	213 438

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

Notes to the Financial Statements for the period ended 30 June 2018

	2018 R	2017 R
16. Revaluation reserve		
Opening balance	87 085 310	89 919 414
Change during the year	80 336 692	(2 834 104)
	167 422 002	**87 085 310**

The revaluation reserve arose on the revaluation of land and buildings and infrastructure asset in prior periods. Where revalued land and buildings and infrastructure assets are sold, the portion of the revaluation reserve that relates to that asset, and is effectively realised, is transferred directly to accumulated surplus. The revaluation reserve is also realised through the transfer of depreciation on revalued assets to accumulated surplus. Distribution from the revaluation reserve can be made where they are in accordance with the requirements of the municipality's accounting policy and relevant case law. The payment of cash distribution out of the reserve is restricted by the terms of the municipality's accounting policy. These restrictions do not apply to any amounts transferred to accumulated surplus. The council does not currently intend to make any distributions from the revaluation reserve.

17. Revenue		
Fine receipts	1 295 940	802 152
Government grants & subsidies	323 014 215	314 602 823
Licences and permits	3 598 251	3 793 345
Interest received - investment	18 261 927	14 266 232
Other income	1 444 456	7 045 966
Property rates	25 727 287	25 919 327
Public contributions and donations	-	39 000
Rental of facilities and equipment	955 607	732 202
Service charges	57 944 653	56 290 308
	432 242 336	**423 491 355**
The amount included in revenue arising from exchanges of goods or services are as follows:		
Interest received - investment	18 261 927	14 266 232
Licences and permits	3 598 251	3 793 345
Other income	1 444 456	7 045 966
Rental of facilities and equipment	955 607	732 202
Service charges	57 944 653	56 290 308
	82 204 894	**82 128 053**
The amount included in revenue arising from non-exchange transactions is as follows:		
Taxation revenue		
Property rates	25 727 287	25 919 327
Transfer revenue		
Fine receipts	1 295 940	802 152
Government grants & subsidies	323 014 215	314 602 823
Public contributions and donations	-	39 000
	350 037 442	**341 363 302**
18. Service charges		
Refuse removal	9 450 515	8 657 468
Sale of electricity	48 494 138	47 632 840
	57 944 653	**56 290 308**

AUDITOR - GENERAL
SOUTH AFRICA
3 0 NOV 2018

The amounts disclosed above for revenue from service charges are in respect of services rendered which are billed to the consumers on a monthly basis according to approved tariffs.

Notes to the Financial Statements for the period ended 30 June 2018

	2018 R	2017 R
19. Rental of facilities and equipment		
Hall Hire	146 076	139 175
Site Rental	778 978	555 375
Stadium Hire	30 553	37 652
	955 607	**732 202**
20. Licenses and permits		
Drivers and Motor Vehicle licenses	3 565 818	3 765 962
Fishing license	11 418	20 406
Hoarding permit	3 950	-
Business licenses	17 065	6 977
	3 598 251	**3 793 345**
21. Other income		
Ticket Sales	128 631	-
Sundry services	-	6 057 878
Rezoning certificates	20 479	735
Pool fees	41 397	45 342
Rates certificates	16 607	1 605
Building plans	199 877	168 100
Camping Fees	2 337	-
Photo copies	234	209
Cemetery fees	67 725	58 408
Tender documents	737 200	498 718
Driveway hardening	-	18 093
Sub-division planning	250	-
SETA refund	198 438	176 742
Special consent	16 786	9 679
Temporary structure planning	5 146	-
Demolition fees	9 349	10 457
	1 444 456	**7 045 966**

The amounts disclosed above for other income are in respect of services rendered which are billed to or paid for by the users as the services are required according to approved tariffs.

22. Interest received

Interest revenue		
Interest on short-term bank deposits	8 988 913	7 060 637
Interest on Electricity and rates	9 273 014	7 205 595
	18 261 927	**14 266 232**

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

Notes to the Financial Statements for the period ended 30 June 2018

	2018 R	2017 R

23. Property rates

Rates received

Residential	5 337 894	4 852 934
Commercial	7 049 606	6 674 691
Vacant Land	405 868	413 689
Municipal	12 476 208	13 527 565
Public benefit organisation	382 399	450 448
Communal land	75 312	-
	25 727 287	**25 919 327**

Supplementary assessment rates are levied on the value of land and improvements, for which a valuation is performed every five years. Valuations are processed on an annual basis to take into account changes in individual property values due to alterations and subdivisions.

A new valuation roll has been implemented from 1 July 2013.

Valuations

Residential	1 009 242 850	1 005 074 750
Commercial	786 908 364	782 746 864
State	564 229 504	564 224 509
Vacant land	21 185 000	28 613 000
Municipal and Local Government (Rural)	681 867 120	674 036 639
Exempted properties	307 139 287	307 063 288
	3 370 572 125	**3 361 759 050**

A general rate of 0.0095791 (2017: 0.009123) is applied to residential property valuations and 0.01150 (2017: R0.01048) to commercial property valuations to determine assessment rates. Rebates of 35% (2017: 35%) are granted to residential property owners and 10% (2017: 10%) to commercial property owners.

A general rate of 0.002395 (2017: R0.002281) is applied on agricultural/farm properties/land and a rebate of 65% (2017: 65%) are granted to agricultural/farm properties/land.

Rates are levied on an annual basis with the final date for payment being 30 September 2018 (30 September 2017). Interest at 18% per annum (2017: 18%) and a collection fee of 0% (2017: 0%), is levied on rates outstanding two months after due date.

All general rates increased by 5%

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

Notes to the Financial Statements for the period ended 30 June 2018

	2018 R	2017 R
24. Government grants and subsidies		
Operating grants		
Equitable share	185 808 000	170 266 000
Human settlements	778 201	675 055
	186 586 201	**170 941 055**
Capital Grants		
Assets Grant	-	100 000
Desrac Grant	-	143 741
Election IEC	-	2 232 783
INEP	76 117 559	80 000 000
EPWP Incentive	2 780 000	1 790 000
Fire Project	-	378 093
Eletrification Support	9 306 060	-
Library Upgrade	459 759	-
National: FMG Grant	1 698 874	1 625 000
National: MIG Grant	46 057 300	47 012 000
Music Festival	-	250 000
Other Grants	8 462	31 855
Smart Metering Grant	-	10 000 000
Spatial Development	-	98 296
	136 428 014	**143 661 768**
	323 014 215	**314 602 823**

Equitable Share

In terms of the Constitution, this grant is used unconditionally for the provisioning of basic services to support indigent communities.

National: FMG grant

Current-year receipts	1 700 000	1 625 000
Conditions met - transferred to revenue	(1 698 874)	(1 625 000)
	1 126	**-**

Conditions still to be met - remain liabilities (see note 12).

National: MIG grant

Current-year receipts	50 088 000	47 012 000
Conditions met - transferred to revenue	(46 057 300)	(47 012 000)
	4 030 700	**-**

Conditions still to be met - remain liabilities (see note 12).

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

Notes to the Financial Statements for the period ended 30 June 2018

	2018 R	2017 R
24. Government grants and subsidies (continued)		
National: DoE Electrification grant		
Current-year receipts	80 000 000	80 000 000
Conditions met - transferred to revenue	(76 117 558)	(80 000 000)
	3 882 442	**-**
Conditions still to be met - remain liabilities (see note 12).		
Provincial government Establishment plan		
Balance unspent at beginning of year	63 798	163 798
Conditions met - transferred to revenue	-	(100 000)
	63 798	**63 798**
Conditions still to be met - remain liabilities (see note 12).		
Local Government IDP fund		
Balance unspent at beginning of year	68 145	2 332 783
Conditions met - transferred to revenue	(8 462)	(2 264 638)
	59 683	**68 145**
Conditions still to be met - remain liabilities (see note 12).		
Library Upgrade		
Balance unspent at beginning of year	1 071 959	815 700
Current-year receipts	400 000	400 000
Conditions met - transferred to revenue	(459 759)	(143 741)
	1 012 200	**1 071 959**
Conditions still to be met - remain liabilities (see note 12).		
Spatial Development		
Balance unspent at beginning of year	43 865	142 161
Conditions met - transferred to revenue	-	(98 296)
	43 865	**43 865**
Conditions still to be met - remain liabilities (see note 12).		
EPWP Grant		
Current-year receipts	2 780 000	1 790 000
Conditions met - transferred to revenue	(2 780 000)	(1 790 000)
	-	**-**
Conditions still to be met - remain liabilities (see note 12).		

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

Notes to the Financial Statements for the period ended 30 June 2018

	2018 R	2017 R
24. Government grants and subsidies (continued)		
LED Projects		
Balance unspent at beginning of year	506 536	506 536
Conditions still to be met - remain liabilities (see note 12).		
Provincial: Seta		
Current-year receipts	198 438	176 742
Conditions met - transferred to revenue	(198 438)	(176 742)
	-	-
Conditions still to be met - remain liabilities (see note 12).		
Provincial treasury electrification support grant		
Current-year receipts	9 307 587	-
Conditions met - transferred to revenue	(9 306 060)	-
	1 527	-
Conditions still to be met - remain liabilities (see note 12).		
Provide explanations of conditions still to be met and other relevant information.		
Other Grants		
Balance unspent at beginning of year	422 523	69 379
Current-year receipts	575 074	1 406 292
Conditions met - transferred to revenue	(778 201)	(1 053 148)
	219 396	**422 523**
Conditions still to be met - remain liabilities (see note 12).		
25. Public contributions and donations		
Donations	-	39 000

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

Notes to the Financial Statements for the period ended 30 June 2018

	2018 R	2017 R
26. Fine receipts		
Traffic fines	1 295 940	802 152
27. Employee related costs		
Basic	66 616 717	61 711 199
Bonus	3 553 451	3 158 678
Overtime payments	2 392 206	1 665 923
Acting allowances	356 469	109 736
Car allowance	4 025 730	2 996 739
Contribution to bonus and post retirement provision	112 244	725 210
Defined contribution plans	10 481 529	7 738 279
Housing benefits and allowances	5 009 446	2 438 702
Leave pay provision charge	2 382 085	2 242 076
Long-service awards	743 422	-
Medical aid - company contributions	3 298 203	2 437 296
Cellular and telephone Allowances	6 000	-
Provision for movement in performance bonuses	765 477	(296 452)
SDL	1 040 395	895 377
UIF	533 692	489 657
	101 317 066	**86 312 420**
Remuneration of Municipal Manager		
Annual Remuneration	816 533	1 274 015
Backpay	95 372	-
Car Allowance	310 666	240 000
Contributions to UIF, Medical and Pension Funds	1 785	1 785
Perfomance bonus	151 402	-
Remote allowance	62 264	-
	1 438 022	**1 515 800**

Dr D.C.T Nakin served as Municipal Manager for the entire period under review.

Remuneration of Chief Financial Officer		
Annual Remuneration	570 155	715 090
Backpay	91 975	226 663
Car Allowance	293 449	157 500
Contributions to UIF, Medical and Pension Funds	1 785	1 605
Medical aid	102 764	-
Performance Bonuses	98 933	-
Remote Allowance	60 985	-
	1 220 046	**1 100 858**

Mr Ndzelu served as Chief Financial Officer for the entire period under review

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

Notes to the Financial Statements for the period ended 30 June 2018

	2018 R	2017 R

27. Employee related costs (continued)

Remuneration of Corporate Services Manager

Annual Remuneration	828 813	1 001 454
Car Allowance	108 000	162 000
Contributions to UIF, Medical and Pension Funds	1 636	1 785
Performance Bonuses	69 807	-
	1 008 256	**1 165 239**

Mr L.T. Somtseu's contract ended in March 2108.

Remuneration of Community Services Manager

Annual Remuneration	514 357	483 854
Backpay	69 416	-
Car Allowance	149 758	125 000
Contributions to UIF, Medical and Pension Funds	91 249	1 487
Housing Allowance	112 258	-
Back Pay	-	56 081
Remote allowance	59 706	29 684
	996 744	**696 106**

MR S.M. Mbedla served as Community Services Manager for the entire period under review.

Remuneration of the EDP Manager

Annual Remuneration	230 953	321 196
Backpay	23 428	-
Car allownce	76 984	75 000
Contributions to UIF, Medical and Pension Funds	892	892
Housing Allowance	76 984	-
Remote allowance	26 945	12 722
	436 186	**409 810**

Mr T Mfene served as Acting EDP Manager until December 2017. Ms T Ntsalla has been appointed as EDP Manager from January 2018.

Remuneration of the Infrastructure Manager

Annual Remuneration	648 549	935 454
Car Allowance	140 522	96 000
Contributions to UIF, Medical and Pension Funds	1 636	1 785
Housing allowance	234 203	132 000
	1 024 910	**1 165 239**

Mr M. Somi's contract ended in April 2018.

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

Notes to the Financial Statements for the period ended 30 June 2018

	2018 R	2017 R
27. Employee related costs (continued)		
Staff leave benefits		
Municipal Manager	44 970	262 000
Chief Financial Officer	70 154	20 919
Corporate Service Manager	-	161 471
Community Service Manager	52 391	43 189
EDP Managr	29 605	-
Infrastructure Manager	-	196 861
	197 120	**684 440**
28. Remuneration of councillors		
Mayor	840 313	755 045
Speaker	681 131	621 075
Chief Whip	641 336	587 371
MPAC Chair	1 361 520	1 220 564
Executive Committee	4 452 434	4 022 448
Councillors	10 659 658	9 780 790
	18 636 392	**16 987 293**

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

Notes to the Financial Statements for the period ended 30 June 2018

	2018 R	2017 R
28. Remuneration of councillors (continued)		
In-kind benefits		
The Mayor and the Speaker are full-time Councillors each have the use of separate Council owned vehicles for official duties.		
The Mayor has one driver and one mayoral aid . The Speaker has one driver and one speaker's aid.		
Mayor		
Annual remuneration	795 913	733 551
Telephone allowance	44 400	21 493
	840 313	**755 044**
Speaker		
Annual remuneration	636 731	598 274
Telephone allowance	44 400	22 800
	681 131	**621 074**
Chief Whip		
Annual remuneration	596 936	564 570
Telephone allowance	44 400	22 800
	641 336	**587 370**
Executive Committee Members		
Annual remuneration	4 052 834	3 814 796
Telephone allowance	399 600	207 651
	4 452 434	**4 022 447**
Councillors (Section 79)		
Annual remuneration	1 228 320	1 152 164
Telephone allowance	133 200	68 400
	1 361 520	**1 220 564**
Councillors (Ordinary)		
Annual remuneration	9 061 258	8 613 566
Telephone allowance	1 598 400	1 167 221
	10 659 658	**9 780 787**
29. Remuneration of traditional leaders		
Remuneration of traditional leaders	452 458	432 670
30. Depreciation and amortisation		
Intangible assets	920 527	648 932
Property, plant and equipment	31 458 600	32 071 546
	32 379 127	**32 720 478**
31. Impairment of assets		
Impairments		
Property, plant and equipment	19 392 074	-

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

Notes to the Financial Statements for the period ended 30 June 2018

	2018 R	2017 R
32. Finance costs		
Finance leases	-	8 341
Late payments	7 605	33 668
	7 605	**42 009**
33. Debt impairment		
Contributions to debt impairment provision	(66 240)	1 193 598
34. Material and stores		
Material and stores	4 550 582	2 182 374
35. Bulk purchases		
Electricity	37 197 201	36 713 653

Bulk purchases are the cost of commodities not generated by the municipality, which the municipality distributes in the municipal area for resale to consumers. Electricity is purchased from Eskom. The municipality incurred electricity line losses of R1 439 806.38 at a percentage of 5.71% (2017: 7.1%) in the current year. The technical losses is R821 830.36 (3.26%) and the non-technical losses are R 617 633.25 (2.45%)

Water is supplied directly to residents and businesses by the district municipality.

36. Contracted services

Consultants and Professional Services		
Business and Advisory	5 755 924	3 103 319
Legal Cost	6 439 805	5 231 574
Professional Fees	6 812 447	4 147 266
Contractors		
Audio Visual Services	13 900	-
Debt Collection Consultants	322 839	-
Event Promoters	3 691 928	219 298
Employee Wellness	80 745	33 426
Free Basic Electricity	8 029 808	11 213 526
Repairs and Maintenance	12 489 527	10 610 894
Safe Guarding and Security	7 124 986	7 326 171
Outsource		
Business and Advisory	379 549	3 674 342
Catering Services	1 109 582	1 496 864
Cleaning Services	1 385 238	5 099 933
Consultants and Professional Fees	10 168 741	7 929 244
Refuse Removal	4 395 756	4 614 406
Other Contracted Services		
	68 200 775	**64 700 263**

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

Notes to the Financial Statements for the period ended 30 June 2018

	2018 R	2017 R
37. Operational/ General Expenses		
Achievement and Awards	271 056	-
Advertising	1 714 305	2 008 828
Bank charges	255 805	268 649
Bursaries and Learnerships	836 104	2 028 047
Chemicals	-	79 557
Communication	191 000	582 855
Conferences and seminars	445 479	1 679 186
Delegates expenses	8 386 042	6 851 395
Electricity	213 120	203 499
Entertainment	-	105 000
External Computer Services	3 980 087	2 856 958
Hire Charges	774 502	88 866
Insurance	1 344 021	864 693
Loss on construction contracts	-	5 106 356
Motor vehicle expenses	139 807	140 448
Obsolete stock written off	2 779	7 011
Other expenses	2 233 984	261 099
Postage and courier	252 002	142 791
Printing and stationery	491 614	1 682 891
Project maintenance costs	-	6 269 812
Public participation	-	2 918 147
Remuneration to ward committees	3 108 000	-
Subscriptions and membership fees	3 624 898	2 101 431
Telephone and fax	2 271 252	2 030 289
Town planning	-	474 724
Transport Provided as Part of Departmental Activities	328 271	31 855
Uniforms and Protective Clothing	883 478	1 123 072
Venue expenses	-	369 568
Wet Fuel and oil	1 800 675	1 620 184
	33 548 281	**41 897 211**

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

Notes to the Financial Statements for the period ended 30 June 2018

	2018 R	2017 R
38. Cash generated from operations		
Surplus	70 492 207	147 349 321
Adjustments for:		
Depreciation and amortisation	32 379 127	25 077 326
Loss on sale of assets and liabilities	45 640 936	208 252
Finance costs - Finance leases	-	8 341
Impairment deficit	19 392 074	-
Debt impairment	(66 240)	1 193 598
Movements in operating lease assets and accruals	-	(296 452)
Movements in retirement benefit assets and liabilities	1 779 937	-
Movements in provisions	509 858	603 402
Write back of stale cheque's	6 899	45 960
Correction of error	-	9 322
Non-cash additions of PPE	(3 349 366)	-
Non-cash additions of intangible assets	(29 000)	-
Changes in working capital:		
Inventories	(303 798)	202 774
Consumer debtors	(3 112 913)	(3 381 242)
Other receivables from non-exchange transactions	(1 526 458)	(13 468 547)
Prepayments	-	78 669
Payables from exchange transactions	16 489 436	(1 090 068)
VAT	(3 938 877)	1 469 841
Unspent conditional grants and receipts	7 644 446	(1 853 531)
Consumer deposits	8 676	3 207
	182 016 944	**156 160 173**
39. Unauthorised expenditure		
Openning balance	94 704	-
Unauthorised Expenditure	-	94 704
	94 704	**94 704**

Management did not identify unauthorised expenditure during the financial year, however it was identified during 2016/17 financial year audit. It was reported to council and recommendations of the council were implemented accordingly. All items of unauthorised expenditure are still under investigation at 30 June 2018.

40. Irregular expenditure		
Opening balance	1 958 437	-
Add: Irregular Expenditure - current year	276 530	1 958 437
Less: Amounts condoned	-	-
	2 234 967	**1 958 437**

Management identified this and a report has been prepared for council deliberation and its recommendations will be implemented to either recover monies or write offs where necessary. All items of irregular expenditure are still under investigation at 30 June 2018.

AUDITOR-GENERAL
SOUTH AFRICA
30 NOV 2018

41. Audit fees		
Fees	5 753 387	3 103 319

Notes to the Financial Statements for the period ended 30 June 2018

	2018 R	2017 R

42. Risk management

Financial risk management

Liquidity risk

The municipality's risk to liquidity is a result of the funds available to cover future commitments. The municipality manages liquidity risk through an ongoing review of future commitments and credit facilities.

Credit risk

Credit risk consists mainly of cash deposits, cash equivalents, derivative financial instruments and trade debtors. The municipality only deposits cash with major banks with high quality credit standing and limits exposure to any one counter-party.

Trade receivables comprise a widespread customer base. Management evaluated credit risk relating to customers on an ongoing basis. If customers are independently rated, these ratings are used. Otherwise, if there is no independent rating, risk control assesses the credit quality of the customer, taking into account its financial position, past experience and other factors. The utilisation of credit limits is regularly monitored. Sales to retail customers are settled in cash.

Financial assets exposed to credit risk at year end were as follows:

Financial instrument	**2018**	**2017**
Trade receivables	7 534 074	8 655 656
Nedbank	(1 074 584)	3 140 400
Standard Bank	416 287	208 863
First National Bank	4 195 903	621 687
Short-term Investments	116 481 339	68 065 998

43. Fruitless and wasteful expenditure

Opening balance	39 194	5 439
Fruitless and wasteful expenditure - current year	7 605	33 755
	46 799	**39 194**

Management identified this and a report has been prepared for council deliberation and its recommendations will be implemented to either recover monies or write offs where necessary. All items of fruitless and wasteful expenditure are still under investigation at 30 June 2018.

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

Notes to the Financial Statements for the period ended 30 June 2018

	2018 R	2017 R

44. Financial instruments disclosure

Categories of financial instruments

2018

Financial assets

	At fair value	At amortised cost	Total
Trade and other receivables from exchange transactions	-	7 534 074	7 534 074
Other receivables from non-exchange transactions	-	53 426 295	53 426 295
Consumer debtors	-	17 828 980	17 828 980
Cash and cash equivalents	119 893 652	-	119 893 652
	119 893 652	**78 789 349**	**198 683 001**

Financial liabilities

	At amortised cost	Total
Trade and other payables from exchange transactions	43 394 528	43 394 528

2017

Financial assets

	At fair value	At amortised cost	Total
Trade and other receivables from exchange transactions	-	8 655 656	8 655 656
Other receivables from non-exchange transactions	-	41 249 083	41 249 083
Consumer debtors	-	19 971 158	19 971 158
Cash and cash equivalents	72 038 196	-	72 038 196
	72 038 196	**69 875 897**	**141 914 093**

Financial liabilities

	At amortised cost	Total
Trade and other payables from exchange transactions	28 455 213	28 455 213

Fair value information

The management of the municipality is of the opinion that the carrying value of Financial Assets and Financial Liabilities recorded at amortised cost in the Annual Financial Statements approximate their fair values.The fair value of Financial Assets and Financial Liabilities were determined after considering the standards terms and conditions of agreements entered into between the municipality and other parties as well as the current payment ratios of the municipality's debtors.

Fair value hierarchy of financial assets at fair value

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

Transfers out of level 1	3 412 313	3 844 404
Bank balances and cash	116 456 301	68 065 998
Short-term deposits	**119 868 614**	**71 910 402**

Notes to the Financial Statements for the period ended 30 June 2018

	2018 R	2017 R

45. Operating lease

The Municipality had the following operating leases in the current year:

Kokstad Copiers - The lease is held on a monthly basis. No outstanding commitment exists.

Konica Minolta - The lease is held on a monthly basis. No outstanding commitment exists.

Nedbank - The lease is held on a monthly basis. No outstanding commitment exists.

Telkom:

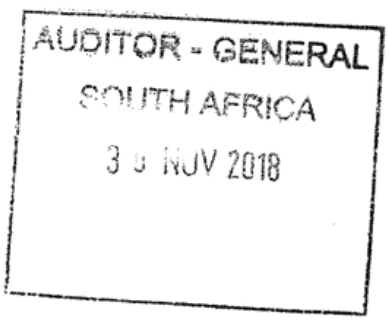
Within one year:	R 483,729
In the second to fifth year inclusive:	R 322,486

Kokstad Copiers lease 2- for a period of 36 months. At the reporting date the entity has outstanding commitments under operating leases which fall due as follows:

Within one year :	R 48,411
In the second to fifth year inclusive:	R 8,068

Aloe Office - for a period of 36 months. At the reporting date the entity has outstanding commitments under operating leases which fall due as follows:

Within one year :	R 102,120
In the second to fifth year inclusive:	R 110,630



Notes to the Financial Statements for the period ended 30 June 2018

	2018 R	2017 R

46. Contingencies

LIABILITIES

ML Hans vs Matatiele Local Municipality

Mr Hans applied for a civil claim against the municipality regarding the unlawful impoundment of his motor vehicle. The estimated cost of the suit is R 30,000.

Tripple N's, A Trading CC and 2 others vs Matatiele Local Municipality

The estimated cost of the suit is R1,623,146.

TCN Architects vs Matatiele Local Municipality

The municipality is being sued for non payment by a service provider. The estimated cost of the suit is between R326,234.

Mkhize Minning vs Matatiele Local Municipality

The municipality is being sued for termination of contract of a service provider. The estimated cost of the suit is R 5,000,000.

Begin Africa vs Matatiele Local Municipality

The municipality is being sued for non payment of services rendered. The estimated cost of the suit is R 2,665,824.

Matubatuba and Matshoba vs Matatiele Local Municipality

The municipality is being sued for unfair dismissal of employees. The estimated cost of the suit is R 2,800,000

Two Sisters vs Matatiele Local Municipality

The municipality is being sued for non payment of the service provider regarding construction of Maluti Civic Centre. The estimated cost of the suit is R 300,000.

Branded Soul Production CC vs Matatiele Local Municipality

The estimated cost of the suit is between R 317,889.

ASSETS

Matatiele Municipality vs Cyassound Event Management

The municipality logged a claim against Cyassound for non payment of the municipalities share of profits from ticket sale. The estimated cost of the claim is R 70,000.

Matatiele Municipality vs Lubbe Construction

The municipality logged a claim against the contractor for construction of the Council chamber which was not carried out with due skill, diligence and regularity. The estimated cost of the suit is R22 173 329

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

Notes to the Financial Statements for the period ended 30 June 2018

	2018 R	2017 R

47. Commitments

Authorised capital expenditure

Approved and Contracted

• Property, plant and equipment	93 912 837	92 670 816

Total capital commitments

Approved and contracted	93 912 837	92 670 816

The committed expenditure relates to property, plant and equipment contracts that will be finished in the coming years. The commitments will be financed by grants as well as own revenue

The commitment amounts are exclusive of VAT.

48. Related parties

Relationships

Employee Asssistant and Health and Safety Practitioner	Spouse
Accountant- Payroll	Spouse
Manager: Administration Support	Mother
South African Police Services	Spouse

Xolani Faniso, the spouse of the Employee assistant and health and safety practitioner of the municipality, who is also a member of Bathokozeleni Trading CC, Mahlonono Construction, and Shakes and Xolani Trading J.V. Maboka, who were appointed to provide services relating to grass cutting. Current year expenditure relating to the above amounted to R 291,933, R 617,003, and R 708,600, respectively.

Taelo Letseka, the spouse of the Accountant - Payroll of the municipality (1 November 2012 - Current), is a member of Sweet Dreams Trading who were appointed to provide grass cutting and cleaning services of various Municipal properties, the expenditure incurred amounted to R 836,901

Lonwabo Sicwebu, the son of Administration Support Manager, is a member of Lonely Trading who were appointed to provide services relating to grass cutting and cleaning. The expenditure incured amounted to R 96,663.

General Moso, the spouse of SAPS officer N. Moso, is a member of Africa Unite (Pty) Ltd who were appointed to provide services of sequentially file, pack and sort documents at stores. The expenditure incured amounted to R 430,210.

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

Notes to the Financial Statements for the period ended 30 June 2018

Figures in Rand

49. Key Sources of Estimation Uncertainty and Judgements

The following areas involve a significant degree of estimation uncertainty:

Useful lives and residual values of property, plant, and equipment
Recoverable amounts of property, plant and equipment
Provision for rehabilitation of landfill sites (discount rate used, number of years, amount of cash flows)
Present value of defined benefit obligation
Fair value of plan assets
Provision for doubtful debts
Impairment of assets
Provision for long-term service award
Contingencies

The following areas involved judgements, apart from those involving estimations disclosed above, that management has made in the process of applying the entity's accounting policies and that have the most significant effect on the amounts recognised in the financial statements:

Impairment of assets
Provisions

50. Budget differences

Material differences between budget and actual amounts

Income

Property rates - This was due to the "Income Foregone" aspect excluded from the budget. During the budgeting period the estimate of property rates was based on the estimation of implementing a new valuation roll
Interest earned - This was due to higher interest rates being offered by financial institutions than anticipated
Fine receipts - This was due to less fines being issued during the financial year as anticipated
Licences and permits - Higher growth in commercial activity within the municipal area has resulted in a greater number of vehicles and subsequently increased number of licenses and permits being issued
Government grants and subsidies - The Capital Replacement Reserve transfers were included within the budget for Government grants and subsidies

Expenditure

Material and stores - Cost containment measures were effectively implemented
Contracted services - Not all the contracted services were incurred to during the year
Transfers and subsidies - Expenditure from transfers and subsidies are now executed through the Contracted services line item as per the charts implemented from the Municipal Standard Chart of Accounts (mSCOA)
General expenses - Highly effective implementation of cost containment measures resulted in substantial reduction of general operating expenses

51. Additional disclosure in terms of Municipal Finance Management Act

Contributions to organised local government

Current year subscription / fee	935 729	859 291
Amount paid - current year	(935 729)	(859 291)
	-	-

AUDITOR - GENERAL
SOUTH AFRICA
3 0 NOV 2018

Audit fees

Opening balance	5 753 387	3 103 319
Amount paid - current year	(5 753 387)	(3 103 319)
	-	-

Notes to the Financial Statements for the period ended 30 June 2018

Figures in Rand

51. Additional disclosure in terms of Municipal Finance Management Act (continued)

PAYE and UIF

Opening balance	19 069 267	15 155 113
Amount paid - current year	(19 069 267)	(15 155 113)
	-	-

VAT

VAT receivable	10 952 949	7 014 072

VAT output payables and VAT input receivables are shown in note 4 .

All VAT returns have been submitted by the due date throughout the year.

Councillors' arrear consumer accounts

The following Councillors had arrear accounts outstanding at 30 June 2018:

30 June 2018	Outstanding less than 90 days R	Outstanding more than 90 days R	Total R
NA Ganya	-	19 347	19 347
MN Mshuqwana	136	-	136
SM Mzozoyana	419	-	419
JG Van Whye	271	-	271
	826	**19 347**	**20 173**

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

30 June 2017	Outstanding less than 90 days R	Outstanding more than 90 days R	Total R
NA Ganya	-	33 162	33 162
WC Mdolomba	-	7 166	7 166
MN Mshuqwana	126	-	126
SM Mzozoyana	390	-	390
JG Van Whye	126	-	126
	642	**40 328**	**40 970**

Supply chain management regulations - Deviations

In terms of section 36(2) of the Municipal Supply Chain Management Regulations any deviation from the Supply Chain Management Policy needs to be approved by the Municipal Manager and be reported to Council for noting.

Incident		
In an emergency	629 054	4 164 928
If such goods or services are produced or available from single provider only	-	1 126 668
In any other exceptional case where it is impractical or impossible to follow official procurement processes	5 737 685	24 882 962
	6 366 739	**30 174 558**

52. Prior period errors

Investment Property

Notes to the Financial Statements for the period ended 30 June 2018

Figures in Rand

52. Prior period errors (continued)

Noted duplicate assets in the investment property.

Noted differences between investment property register and general valuation roll.

Receivables from Exchange transactions

This debtor adjustment relates to Mitshashaneng, Zazingeni and Elect Depot retentions raised for the prior period. A further adjustment relates to overpayments which were made in respect of pabalong and a debtor was raised

VAT Receivable and Cash & Cash Equivelants

A VAT audit was carried out by SARS resulting in adjustment. There was also adjustments to VAT relating to the raising of retentions per the corrections carried out below.

Payables from exchange transactions and VAT Receivable

Retention were not raised for completed projects 16-17.

Retention were not raised for Work In Progress Projects 16-17

Retention were not raised for Work In Progress Electrical Projects 16-17

Property plant & equipment

A complete asset verification was carried out to ensure correctness of PPE recorded. further to that, desktop exercise were also carried out to ensure accuracy of financial information recorded for PPE. The following were the different types of adjustments that occured as a result of this exercise:

i> Retentions which were not raised on various completed projects for 2016/17 were now raised;
ii> Retentions which were not raised for Work in Progress Projects in 2016/17 were now raised;
iii> Retentions which were not raised for Work in Progress Projects Electrical Projects in 2016/17 were now raised;
iv> Reclassification of assets which were previously incorrectly classified was now carried out;
v> Correcting of residual values of certain assets were now carried out;
vi> Reclaculation of depreciation per the above adjustments were carried out;
vii> Calculation of revaluation and impairment based on conditional assessment was done.

The above adjustments resulted in correction of various other accounts such as Payables from exchange transactions, Receivables from exchange transactions, Depreciation, VAT, Impairment and Revaluations.

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

Depreciation

Recalculation of depreciation for the above corrections done on PPE

Opening Accumulated Surplus

This is an accumulation of corrections done on the above items

Commitments

The commitments disclosed in the prior years were disclosed at amount inclusive of VAT. As the disclosure of capital commitments is required by GRAP 17, management deems it necessary to disclose the amount of capital commitments exclusive of VAT as VAT does not qualify for recognition as part of the the expenditure incurred for the purchase of items of property, plant and equipment. The effects of VAT on the contracts with the suppliers, and related payments will be duly accounted for in the VAT returns when payments are made to suppliers in accordance with the VAT Act.

The correction of the error(s) results in adjustments as follows:

Notes to the Financial Statements for the period ended 30 June 2018

Figures in Rand

52. Prior period errors (continued)

Inventories		
Balance as per prior audited AFS	-	762 874
Correction of error - 300 T shirts incorrectly booked in february 2017	-	93 000
	-	**855 874**

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

Notes to the Financial Statements for the period ended 30 June 2018

Figures in Rand

52. Prior period errors (continued)

Receivables from Non Exchange transactions		
Balance as per prior year audited AFS	-	41 820 528
Correction of error - retention raised on 2016/17 WIP projects (Zazingeni & Elec Depot)	-	115 836
Correction of error - retention raised on 2016/17 electricity projects (Mitshashaneng line)	-	18 714
Correction of error - overpayment in 2016/17	-	27 145
	-	**41 982 223**
VAT		
Balance as per prior year audited AFS	-	6 209 005
Correction of error	-	805 067
	-	**7 014 072**
Cash and cash equivalents		
Balance as per prior year audited AFS	-	72 038 196
Correction of error	-	(126 544)
	-	**71 911 652**
Investment property		
Balance as per prior year audited AFS	-	22 034 900
Correction of error	-	(1 577 500)
	-	**20 457 400**
Property, plant and equipment		
Balance as per prior year audited AFS	-	787 672 487
Correction of error	-	10 106 460
	-	**797 778 947**
Employee benefit obligation		
Balance as per prior year audited AFS	-	10 492 844
Correction of error	-	2 996 441
	-	**13 489 285**
Provision		
Balance as per prior year audited AFS	-	14 556 051
Correction of error	-	(2 996 441)
	-	**11 559 610**
Accumulated surplus		
Balance as per prior year audited AFS	-	647 958 779
Correction of error	-	7 811 732
	-	**655 770 511**
Employee cost		
Balance as per prior year audited AFS	-	83 657 493
Correction of error	-	42 323
	-	**83 699 816**

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

Notes to the Financial Statements for the period ended 30 June 2018

Figures in Rand

52. Prior period errors (continued)

Councillors		
Balance as per prior year audited AFS	-	16 893 960
Correction of error	-	93 333
	-	**16 987 293**
Depreciation		
Balance as per prior year audited AFS	-	25 077 326
Correction of error	-	7 643 152
	-	**32 720 478**
Materials		
Balance as per prior year audited AFS	-	-
Correction of error	-	93 000
	-	**93 000**
Payables from exchange transactions		
Balance as per prior year audited AFS	-	28 455 213
Correction of error	-	9 336 249
	-	**37 791 462**

The balance with regards to the Employee cost and Materials will not reconcile as there is a reclassifcation component that needs to be considered, this can be verified in note 53 below.

Commitments		
Balance as per prior year audited AFS	-	105 586 345
Correction of error	-	(12 915 529)
	-	**92 670 816**

53. Municipal Standard Chart of Accounts (mSCOA) Reclassification

The annual financial statements have been prepared in accordance with Standards of Generally Recognised Accounting Practice on a basis consistent with the prior year except for the adoption and implementation of the Municipal Standard Chart of Accounts (mSCOA) which regulates standard classification of municipal budget and financial information.

The aggregate effect of the implementation of the Municipal Standard Chart of Accounts (mSCOA) on the annual financial statements for the year ended 30 June 2017 is as follows:



Notes to the Financial Statements for the period ended 30 June 2018

Figures in Rand

53. Municipal Standard Chart of Accounts (mSCOA) Reclassification (continued)

Statement of Financial Performance

Employee costs		
Previously stated- After correction of error adjustment	-	83 699 816
Reclassification	-	2 612 604
	-	**86 312 420**
Remuneration of Councillors		
Previously stated	-	16 893 960
Reclassification	-	93 331
	-	**16 987 291**
Repairs and Maintenance		
Previously stated	-	10 610 892
Reclassification	-	(10 610 892)
	-	**-**
Contracted services		
Previously stated	-	22 496 020
Reclassification	-	42 204 243
	-	**64 700 263**
Conditional grants Operating expenditure		
Previously stated	-	18 264 516
Reclassification	-	(18 264 516)
	-	**-**
General expenses/Operating expenses		
Previously stated	-	59 928 023
Reclassification	-	(18 030 812)
	-	**41 897 211**
Service charges		
Previously stated	-	56 151 228
Reclassification	-	139 080
	-	**56 290 308**
Rental of facilities		
Previously stated	-	710 213
Reclassification	-	21 989
	-	**732 202**
Licenses and permits		
Previously stated	-	2 106 074
Reclassification	-	1 687 271
	-	**3 793 345**
Other income		
Previously stated	-	7 268 305

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

Notes to the Financial Statements for the period ended 30 June 2018

Figures in Rand

53. Municipal Standard Chart of Accounts (mSCOA) Reclassification (continued)

Reclassification	-	(222 339)
	-	**7 045 966**
Grants and subsidies		
Previously stated	-	314 779 565
Reclassification	-	(176 742)
	-	**314 602 823**
Fines & Receipts		
Previously stated	-	2 251 410
Reclassification	-	(1 449 258)
	-	**802 152**
Material and Stores		
Previously stated- After correction of error adjustment	-	93 000
Reclassification	-	2 089 374
	-	**2 182 374**

The Employee cost and Materials balances have a component of correction of error this can be verified by inspecting note 52 for the respective balances. Only these two items have a component of both correction of error and reclassification hence both notes 52 and 53 have to be used to reconcile the balances.

AUDITOR - GENERAL
SOUTH AFRICA
30 NOV 2018

MATATIELE

LOCAL MUNICIPALITY

2017/2018 ANNUAL PERFORMANCE REPORT

(2017/2018 APR)

30 August 2018

Matatiele Local Municipality

102 Main Street

Matatiele

4730

Tel: 039 737 8100

Fax: 039 737 3611

http://www.matatiele.gov.za

TABLE OF CONTENTS

INTRODUCTION **3**
B A C K G R O U N D **4**
LEGISLATIVE REQUIR EMENT AND MANDATE **4**
2017/18 ANNUAL PERFORMANCE REPORTS FOR SET TARGETS **5**
KPA 1: BASIC SERVICE DELIVERY AND INFRASTRUCTURE 5
KPA 2: MUNICIPAL INSTITUTION DEVELOPMENT AND TRANSFORMATION 50
KPA 3: LOCAL ECONOMIC DEVELOPMENT 82
KPA 4: MUNICIPAL FINANCIAL VIABILITY AND MANAGEMENT 98
KPA 5: GOOD GOVERNANCE AND PUBLIC PARTICIPATION 132
KPA 6: SPATIAL CONSIDERATIONS 222
PERFORMANCE OF EXTERNAL SERVICE PROVIDER **228**
MEASURES TO BE TAKEN TO IMPROVE MUNICIPAL PERFORMANCE **259**
CONCLUSION **259**

INTRODUCTION

The Matatiele local municipality's 2017/18 Annual performance report reflects the institution's service delivery and developmental achievements, as well as challenges, in recognition of the municipality's obligation to deliver services to the people of Matatiele; as envisaged in the council's five –year strategic priorities namely; Reduction of service delivery backlogs and refurbishing of infrastructure, Sound financial management, Sustainable development and growth of the local economy, Proper Spatial Development Planning through localized SDF throughout the Municipality, Promoting proper institutional arrangements; and Enhance public participation and integrated planning..

The financial year 2017/2018 is the first year of implementation of the 5-year IDP cycle for the period 2017/18 to 2021/22. In this regards; the council adopted the Service delivery and Budget implementation Plan (SDBIP). This SDBIP sets out the targets and indicators, aligned with budget for the projects planned in the 2017/18 financial year. This SDBIP thus forms the basis for measuring the performance of the municipality on an annual basis.

Annual Performance information indicates how the Municipality is performing in relation to its goals and objectives. Matatiele Local municipality monitors performance on a quarterly basis; these quarterly reviews serve as a build up to the annual performance report. Therefore, this annual report has been compiled in terms of the Municipal Systems Act (Act No. 32) of 2000, Section 46 which states that; "a municipality must prepare for each financial year a performance report reflecting-

a) The performance of the municipality and of each external service provider during that financial year;
b) a comparison of the performances referred to in paragraph (a) with targets set for and performances in the previous financial year; and
c) Measures taken to improve performance.

This annual performance report is a reflection of the municipality's actual performance in relation to what was planned for in the IDP and SDBIP for the financial year 2017/18. It is therefore a reflection of planned targets and their actual performance with a provision for reasons for variance as well as corrective measures taken.

This performance report has been structured into six (6) Key Performance Areas (KPA): Basic service Delivery, Municipal institutional development and transformation, Local economic Development, Municipal financial viability and management, Good governance and public participation, and Spatial Considerations. It also includes the Performance of external service Providers; as well as measures to improve performance.

BACKGROUND

Matatiele Local Municipality adopted a Performance Management Framework and Performance Management System Policy and as tools to monitor and evaluate performance for 2017/18 financial year. The Municipality recognizes the significance of having a Performance Management System not only as a legal requirement in terms of the applicable laws, but as an important instrument of corporate governance which aims at ensuring that a process of goal setting in the work place is followed by a systematic success measuring process.

Matatiele Local municipality monitors performance on a quarterly basis; thus the in-year reporting serves as a means to measure and monitor performance during the financial year.

The purpose of this annual performance report is therefore;

- To provide a report on performance in the 2017/18 SDBIP.
- To promote transparency and accountability for the activities and programs of the municipality in terms of the six key performance areas.
- To provide a record of activities of the municipality for the 2017/18 financial year.

LEGISLATIVE REQUIREMENT AND MANDATE

Section 46 of the Municipal Systems Act states that:

(1) A municipality must prepare for each financial year a performance report reflecting-

(a) The performance of the municipality and of each external service provider during the financial year;

(b) A comparison of the performances referred to in paragraph (a) with targets and performances in the previous financial year, and

(c) Measures taken to improve performance

(2) An Annual Performance Report must form part of the municipality's Annual Report in terms of Chapter 12 of the Municipal Finance Management Act

KPA 1: BASIC SERVICE DELIVERY AND INFRASTRUCTURE

GRAVEL ROADS **Stage 1 (10%)** • Appointment of consultants • Design **Stage 2 (15%)** • Tender and advertisement completed **Stage 3 (20%)** • Appointment of contractor **Stage 4 (40%)** • Site establishment **Stage 5 (50%)** • Clear and grub • Roadbed preparation **Stage 6 (60%)** • Installation of pipes **Stage 7 (70%)** • Casting of slabs **Stage 8(80%)** • Tipping of gravel • Processing of gravel **Stage 9 (90%)** • Protection Works • Installation of road signs **Stage 10 (95 %)** • Practical Completion certificate **Stage 11 (100%)** Final completion certificate	**SURFACED ROADS** **Stage 1 (10%)** • Appointment of consultants • Design **Stage 2 (15%)** • Tender and advertisement completed **Stage 3 (20%)** • Appointment of contractor **Stage 4 (40%)** • Site establishment **Stage 5 (50%)** • Mass earthworks **Stage 6 (60%)** • Installation of pipes culverts **Stage 7 (70%)** • Pavement Layers • Sealants **Stage 8 (90%)** • Kerbing • Asphalt • Protection Works **Stage 9(92%)** • Road signs • Road markings **Stage 10 (95%)** • Practical Completion certificate **Stage 11(100%)** Final completion certificate	**BUILDING CONSTRUCTION** **Stage 1 (10%)** • Appointment of consultants • Design, **Stage 2 (15%)** • Tender and advertisement completed **Stage 3 (20%)** • Appointment of contractor **Stage 4 (40%)** • Site layout • Earthworks **Stage 5 (50%)** • Foundation excavations • Concrete casting **Stage 6 (60%)** • Building of walls • Roof installation **Stage 7 (80%)** • Windows • Plastering • Plumbing • Electricity installation **Stage 8 (90%)** • Landscaping • Finishes **Stage 9 (95%)** Practical completion **Stage 10 (100%)** • Final Completion certificate	**SPORTSFIELD** **Stage 1 (10%)** • Appointment of consultants • Designs complete **Stage 2 (15%)** • Tender and advertisement completed **Stage 3 (20%)** • Contractor appointment **Stage 4(40%)** • Site handover to contractor **Stage 5 (65%)** • Earthworks **Stage 6(85%)** • Building works and concrete works **Stage 7(95%)** • Fencing **Stage 8 (95%)** • Planting of grass • Practical Completion certificate **Stage 9(100%)** Final completion certificate	**BRIDGES** **Stage 1 Stage 1 (10%)** • Appointment of consultants • Design **Stage 2 (15%)** • Tender and advertisement completed **Stage 3 (20%)** • Appointment of contractor **Stage 4 (50%)** • Base foundation • Base slab **Stage 5 (70%)** • Columns / pre-cast culverts • Top slabs **Stage 6 (80%)** • Wing walls • Protection Works • Road signs **Stage 7 (95 %)** • Practical Completion certificate **Stage 8(100%)** Final completion certificate

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE - Yes/ No
N/A	N/A	N/A	N/A	N/A	Achieve sound environmental management and land use conservation management.	**P1G2O11.01**	Identify and approve 64 burial plots in Matatiele for Muslims by 30 June 2018.	Number of burial plots identified and approved by Council for Muslims in Matatiele by set date	Identified 64 burial plots at the Matatiele Cemetery, which were approved by council as per **CR172/28/07 /2017** and provided for burial for Muslims by July 2017.	N/A	N/A	N/A	N/A	YES, Council Extract
Cemetery Management	K1.CMS.05	Produce 12 monthly report on the cemetery management services by 30 June 2017	Number of report on cemetery management serviced produced by set date	12 monthly reports on cemetery management were produced.	Achieve sound environmental management and land use conservation management.	**P1G2O11.02**	Fence of 100 meters of cemeteries in Matatiele, Cedarville and Maluti Cemeteries by 30 June 2018	Number of meters fenced in Matatiele, Cedarville and Maluti Cemeteries by set date.	Drafted TORS for the repairs of 100m of fencing and bid advertised on 4 June 2018. 100m Cemetery fence repairs not done by 30 June 2018.	Bidders were not responsive and the fencing not done.	An assessment of work and costing will be conducted before the bid advertised to amended 100m of cemetery fencing in the 2018/2019 FY.	R300,000.00	R0.00	YES, TOR, Advert

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE - Yes/ No
N/A	**N/A**	**N/A**	**N/A**	**N/A**	Achieve sound environmental management and land use conservation management	**P1G2O11.03**	Digging of graves, Grass cutting and cleaning of 3 existing Cemeteries in Wards 1,19 & 26 by 30 June 2018	Number of cemeteries with graves dug, Grass cut and cleaning done by set date	Cleaning of all 3 cemeteries was done and digging of. 42 graves in Maluti (Ward 1), 15 in Cedarville (Ward 26) and 38 in Matatiele (Ward 19) was done by 30 June 2018.	N/A	N/A	N/A	N/A	YES, Job Card
N/A	N/A	N/A	N/A	N/A	Achieve sound environmental management and land use conservation management	**P1G2O11.04**	Maintenance of 1 Park & 3 Gardens in Ward 19 (R56 Eskom Park, R56 Garden next to Roman Catholic, and on corner Station and West Street by 30 June 2018.	Number of parks and gardens maintained by set date	Maintained 1 Park and 3 gardens in ward 19, at R56 Eskom entrance, Roman catholic and at the corner Station and West street by 30 June 2018.	N/A	N/A	R30,000.00	R30,000.00	YES, Report from Caretaker and photo's

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE - Yes/ No
To establish 20km of fire breaks in Matatiele Nature Reserve	K1.CMS.03	To establish 20km of firebreaks in the Nature Reserve by 30 June 2017	Number of kilometers by set date	24 kilometers of firebreaks established, project complete in 30 November 2016	Achieve sound environmental management and land use conservation management.	**P1G2O11.05**	Establishment of 30 KM fire breaks in Wilfred Baur and Mountain Lake by 30 June 2018	Number of firebreak kilometers established in Wilfred Baur and Mountain Lake by set date	Burned 30km firebreaks in Wilfred Baur and Mountain Lake by 30 June 2018.	N/A	N/A	R113,886.00	R113,886.00	YES, Reports and pay schedule submitted DEA (Department of Environmental Affairs)
N/A	N/A	N/A	N/A	N/A	Achieve sound environmental management and land use conservation management.	**P1G2O11.06**	Evaluate land degradation in 13 Wards by 30 June 2018	Number of wards evaluated for land degradation by set date	Waste officer conducted site visits with Ward Councilors/Ward Clerks in 13 Wards 2, 3, 6, 7, 10, 11, 14, 16, 18, 23, 24, 25, and 26 to evaluate land degradation by 30 June 2018.	N/A	N/A	N/A	N/A	YES, Reports, Attendance registers and photo's

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE - Yes/ No
N/A	N/A	N/A	N/A	N/A	Achieve sound environmental management and land use conservation management.	P1G2O11.07	100 Meters of Donga Rehabilitation in the nature Reserves by 30 June 2018.	Number of meters of Dongas rehabilitated in nature reserve by set date	Drafted TOR, submitted to BSC, Advertised ON 4 Jan 2018 and appointed service provider who later declined on 19 Feb. 2018 the offer due to under quoting. Rehabilitation of 100m donga not done.	Service provider that was appointed declined after being appointed due to under quoting	An assessment of work and costing will be conducted before the Donga rehabilitation is done in the 18/19 FY.	R150,000.00	R0.00	YES, Advertisement placed and letter from Service provider
Environmental and waste Management	K1.CMS.06	6 monthly reports on grass cutting and remove from areas of Cedarville, Maluti, Harry Gwala, Mountain View and Buxton Park by 30 June 2017	Number of reports compiled on grass cutting and removal by set date.	6 Monthly reports on Grass cutting, tree pruning and opening of drains in Maluti, Cedarville, Harry Gwala, Mountain View and Buxton Park. Were compiled.	Achieve sound environmental management and land use conservation management.	P1G2O11.08	Cut grass on 43171m road verges in ward 1, 19, 20 and 26 by 30 June 2018.	Number of Road verge Meters with grass cut in ward 1, 19, 20 and 26 by set date	43171m of grass cut in the road verges in ward 1, 19, 20 and 26 by 30 June 2018.	N/A	N/A	R2,500,000.00	R1,292,78.41	YES, Report by Supervisor and Waste Officer to the Manager and assessments by service provider and Wee

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE - Yes/ No
														kly Assessment Sheet
					Achieve sound environmental management and land use conservation management.	**P1G2011.09**	Prune 48 trees in Wards 19 and 20 by 30 June 2018	Number of trees pruned in 2 wards by set date	48 trees were pruned in ward 19 and 20 by 30 June 2018.	N/A	N/A	N/A	N/A	YES, Reports and Job Cards

Identify and support households that are indigent in the area of jurisdicti09ikon		Supply 12 613 approved indigent beneficiaries with services by 30 June 2017	Number of approved indigent beneficiaries supplied Services by 30 June 2017	Provided services to 14 534 registered indigent beneficiaries as follows: Electricity3 451 Rates and refuse 1 085 Solar 9 998	Provide support households that are indigent in the area of jurisdiction.	**P1G1O1.01**	Provide services to 20,542 indigent beneficiaries as follows: Electricity, Refuse and rates, Gel and oil, Solar	Number of indigent beneficiaries provided with services by set date.	Services provided to a total of 10,511 beneficiaries. Target not met by 10,031 Quarter1 Provided indigent services to 4486 registered beneficiaries as follows: Electricity 3453 Rates and refuse 1033 Quarter 2 Provided indigent services to 4486 registered beneficiaries as follows: Electricity 3453 Rates and refuse 1033 Quarter 3 Provided indigent services to 4486 registered beneficiaries as follows: Electricity 3453 Rates and refuse 1033 Quarter 4	N/A	N/A	R14 000 000.00	R9 139375.75	YES, Indigent Register, Council Extract

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE - Yes/ No
									Provided indigent services to a total of 10511 As follows: Electricity: 3 453 Rates and refuse: 1 035 Solar 6 200					

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE - Yes/ No
N/A	N/A	N/A	N/A	N/A	Achieve sound environmental management and land use conservation management.	P1G2011.10	Procurement and delivery of a skip loader truck & 20 skip bins by 30 June 2018.	Number of Skip loader Truck and skip bins procured by set date	Drafting of TOR was done and submitted to BSC on 26 January 2018, advertisement, placed on 22 February 2018. The first intention to appoint was issued on 11 April 2018. Objections were received after and the bid was referred back to the BAC on 19 June 2018 The delivery of the Skip loader truck and 20 skip bins will be done during 2018/2019 financial year as the appointment letter to service provider was only issued on 22 June 2018.	Delivery of skip loader delayed due to objections received by bidders.	Delivery of skip loader is expected to be by 30 September 2018.	R2,000,000.00	R1,774,031.00	YES, TOR, Advert, Appointment letter

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE - Yes/ No
Environmental and waste Management	K1.CS.04	To remove waste in the residential areas twice a week and 12 monthly reports by 30 June 2017	Number of days per week for waste removal in residential areas and the number of monthly reports by set date	5420 households & businesses received the refuse removal services, 12 monthly reports compiled.	Achieve sound environmental management and land use conservation management.	P1G2O11.11	Cleaning and removal of waste for 96 days from 7427 households in Wards 1, 19, 20 and 26 by 30 June 2018.	Number of day to which Cleaning and waste removed is done for 7427 households by set date	Cleaning and removal of waste done for 96 days from 7427 households in wards 1, 19, 20 and 26 by 30 June 2018.	N/A	N/A	R5 659 000.00	R4,526,048.19	YES, Weekly assessments, Truck Schedules, Reports and Weekly Assessment Sheet

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE - Yes/ No
Environmental and waste Management	K1.CMS.03	To clean and remove waste in the CBD and 12 reports by 30 June 2017	Number of reports on cleaning and waste removal on CBD by set date	Cleaning and refuse removal done in the CBD and 12 monthly reports compiled.	Achieve sound environmental management and land use conservation management.	**P1G2O11.12**	Daily cleaning and removal of waste in 701 businesses in the CBD by 30 June 2018	Number of businesses in CBD receiving daily waste removal by set date	Daily cleaning of 701 businesses in the Matatiele, CBD was done by 30 June 2018.	N/A	N/A	R5 659 000.00	R4 526 048.19	YES, Weekly assessments, Truck Schedules, Reports and Weekly Assessment Sheet
Environment and Waste Management	K1.CMS.02	Procurement of refuse bags by 30 June 2017.	Refuse bags procured by set date	Refuse bags procured, Project complete in December 2016.	Achieve sound environmental management and land use conservation management	**P1G2O11.13**	Procure 90 000 refuse bags by 30 June 2018.	Number of Refuse bags procured by set date.	Procured 90, 000 refuse bags by 30 June 2018.	N/A	N/A	R400 000.00	R126 000.00	YES, Invoice and Delivery Note

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE - Yes/ No
Environmental Management and conservation	K1.CMS.07	12 monthly reports on Operation and management of landfill by 30 June 2017	Number of reports on operation and management of landfill site by set date	12 monthly reports on Operation and Management of landfill were compiled.	Achieve sound environmental management and land use conservation management	**P1G2O11.14**	Conduct one (1) Landfill audit by 30 June 2018	Number of Landfill audits conducted by set date	Consultation was done with Umzimvubu municipality during July 2017 to September 2017. During October to December 2017 there was strikes at National Labs and water could not be tested. Sampling of water was done during May 2018. There-after the TOR were drawn up and the Advertisement was placed on 4 June 2018. However, the bidders were <u>not</u> responsive i.to. Providing proof of qualified staff, therefore the Landfill audit was not done.	Bidders were non-response to conduct the Audit on behalf of the MLM.	An assessment will be conducted before the bid re-advertised to conduct the Audit of the Landfill site in the 18/19 FY.	R60,000.00	R0.00	YES, TOR, Advertisement

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE - Yes/ No
N/A	N/A	N/A	N/A	N/A	Achieve sound environmental management and land use conservation management	P1G2O11.15	12 reports on tons of waste disposed of at landfill site by 30 June 2018.	Number of reports on the operation and management of the landfill site	Compiled 12 monthly reports on 14,310 tons of waste disposed of at the landfill site by 30 June 2018.	N/A	N/A	R3 160 000.00	R3 160 000.00	YES, reports
N/A	N/A	N/A	N/A	N/A	Maintain and refurbish municipal amenities/facilities	P1G1O10.01	Submit 12 monthly reports to MTM on maintenance and management of public amenities by 30 June 2018	Number of reports on maintenance and management of public amenities submitted to MTM by set date	12 monthly reports on maintenance and management of public amenities were submitted to MTM by 30 June 2018.	N/A	N/A	N/A	N/A	YES, Reports

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE - Yes/ No
N/A	N/A	N/A	N/A	N/A	Plan, design and provide a sustainable human capital establishment.	**P1G1O10.01**	Renovate One Cedarville library by 30 June 2018.	Number of libraries renovated by set date.	One (1) Library renovated in Cedarville by 30 June 2018 by *Ornsus Trading Enterprises*.	N/A	N/A	R300,000.00	R160,990.00	YES, TOR, Advert and appointment letter to *Ornsus Trading Enterprises* to Renovate Cedarville Library

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE - Yes/ No
N/A	N/A	N/A	N/A	N/A	Plan, design and provide a sustainable human capital establishment.	P1G1O10.02.02	Install 3 air conditioners in Matatiele (1), Cedarville (1) and Maluti (1) libraries by 30 June 2018.	Number of air conditioners Installed by set date.	Three (3) Aircons have been installed at Matatiele, Cedarville and Maluti Libraries by 30 June 2018 Aircons (2) in Maluti and Matatiele libraries were supplied and installed by Amamayeza Roads and Earthworks at R29, 500.00. The third aircon for Cedarville library was included in the specification for renovation of the Cedarville library by Ornsus Trading Enterprises Pty (ltd) at R160, 990.00 which was paid from another segment/vote.	N/A	N/A	R100,000.00	R29,500.00	YES, Order no. 223820 issued to Amamayeza Roads and Earthworks Pty Ltd and Invoice

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE - Yes/ No
N/A	N/A	N/A	N/A	N/A	Plan, design and provide a sustainable human capital establishment.	P1G1O10.02.03	Procure 150 academic books by 30 June 2018.	Number of academic books procured by set date	Procurement 150 academic books by 30 June 2018 did not take place.	Research of books needed by users took longer than expected therefore the appointment was only made on 29 June 2018	Appointment letter issued by 29 June 2018 and delivery will take place during Q2 of the 2018/2019 Financial Year.	R100,000.00	R0.00	YES, Copy of list of books require by users, TOR, Advertisement, appointment letter
N/A	N/A	N/A	N/A	N/A	Improve Community Safety	P1G2O14.05	Prepare Designs and Specifications for establishment of relocation of the animal pound by 30 June 2018	Designs and specifications established for animal pound relocation by set date	Layout Plan prepared for Animal Pound by 30 June 2018 prepared by Infrastructure Services Department. Specifications were not completed due to re-location of pound site.	Site for relocation not finalized during 2017/2018 financial year.	A new site has been identified opposite the Pleasure Dam and Specifications will be submitted to BSC by 30 October 2018 and the Advert placed by 31 November 2018.	N/A	N/A	YES, Layout Plan

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE - Yes/ No
N/A	N/A	N/A	N/A	N/A	Ensure compliance to legislation, adopted policies and plans.	P1G2O12.06	Compile 6 x reports/Registers on impounded stray animals by 30 June 2018.	Number of registers/Reports on impounded stray animals by set date	Compiled 6 Pound Registers and reports on Impounded animals by 30 June 2018	N/A	N/A	N/A	N/A	YES, Reports as per Section C
N/A	N/A	N/A	N/A	N/A	Improve Road traffic safety and access to traffic licensing services	P1G2O12.01	Execute 2600 traffic law contravention cases by 30 June 2018	Number of traffic law contravention cases executed by set date	2616 Traffic Law contravention notices issued by 30 June 2018.	N/A	N/A	N/A	N/A	YES, Contravention Notices, Arrest Cases, Pound forms

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE - Yes/ No
N/A	N/A	N/A	N/A	N/A	Improve Community Safety	'	Conduct two (2) by-law inspections of 300 business and street trading licenses by 30 June 2018	Number of by-law inspections for 300 business and street trading licenses conducted by set date	Two (2) business and street trading licenses by-laws not done. However, Critical 49 By-law-enforcements and 59 inspections were done as follows: 20 Compliance notices issued, 02 unlicensed & illegally trading cargo containers impounded. 59 businesses' trading licenses inspected 16 illegal street trading barber stalls removed from long Street. 11 illegal street trading hair dressers removed from Hope street.	At the time, the LED was not issuing street trading and business licenses therefore there were no trading licenses to inspect.	LED undertook to issue trading licenses from 1 July 2018.	N/A	N/A	YES, Monthly notice, compliance notices, impoundment forms, inspection register, lists

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE - Yes/ No
N/A	N/A	N/A	N/A	N/A	Improve access of emergency, fire and rescue services	P1G2O13.04	Establish 16 kilometers of fire belts in the commonage by 30 June 2018	Number of fire belts kilometers established by set date	Established 27 km of fire belts in Matatiele and Cedarville by 30 June 2018.	N/A	N/A	N/A	N/A	YES, Monthly reports
To provide immediate response when fire, disaster and accidents occur	K5.CMS.02	Conduct 8 awareness campaigns on disaster, fire by 30 June 2017	Number of campaigns conducted by set date	15 disaster and fire awareness campaigns conducted	Improve access of emergency, fire and rescue services	P1G2O13.06	Conduct 20 fire awareness campaigns by 30 June 2018	Number of awareness campaigns conducted by set date.	Conducted 16 fire and disaster awareness campaigns by 30 June 2018.	Matatiele experienced disasters during Q3 in Ward 24 therefore only four (4) awareness campaigns could not be conducted	Campaigns will be held during 2018/2019 Financial Year.	N/A	N/A	YES, Attendance Register
N/A	N/A	N/A	N/A	N/A	Improve access of emergency, fire and rescue services	P1G2O13.05	100 % response to reported fire incidents by 30 June 2018.	Percentage of reported fire incidents responded to be set date.	100% of reported fire & disaster incidents attended as follows: 92 grass fires extinguished, 08 structural fires attended, 2 service delivery strike fires attended, 04 motor vehicle accidents attended, 12 disaster incidents assessed	N/A	N/A	N/A	N/A	YES, Fire Incidents Reports

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE - Yes/ No
To provide adequate services for testing of vehicles and people (driving)	K1.CMS.14	To test 1610 people for drivers licenses, 2300 people for learners licenses and 600 vehicles for roadworthy by 30 June 2017	Number of people tested for learner and driver licenses and vehicles tested roadworthiness by set date	1214 Drivers Tested 2674 Learners tested 1679 vehicles tested Total = 5567	Improve Road traffic safety and access to traffic licensing services	P1G2O12.04	Test 1760 Learners license applicants by 30 June 2018	Number of Learners license applicants tested by set date	2273 Learners license applicants tested 30 June 2018	N/A	N/A	N/A	N/A	YES, Monthly report with ENATIS Print outs
					Improve Road traffic safety and access to traffic licensing services	P1G2O12.05	Test 1320 Driving license applicants by 30 June 2018	Number of driving applicants tested by set date	1718 driving license applicants tested by 30 June 2018	N/A	N/A	N/A	N/A	YES, Monthly report with ENATIS Print outs
					Improve Road traffic safety and access to traffic licensing services	-	Test 1200 vehicles for roadworthy by 30 June 2018	Number of vehicles tested by set date.	1450 vehicles tested by 30 June 2018.	N/A	N/A	N/A	N/A	YES, Monthly report with ENATIS Print outs
To provide adequate services for testing of vehicles and people (driving)	K1.CMS.15	Registration and licensing of 7000 new and existing vehicles by 30 June 2017	Number of vehicles registered and licensed by set date	8688 vehicles registered and/or licensed	Improve Road traffic safety and access to traffic licensing services	P1G2O12.06	Register and/or License 8228 vehicles by 30 June 2018	Number of vehicles registered and Licensed by set date	9064 vehicles registered and licensed by 30 June 2018.	N/A	N/A	N/A	N/A	YES, Monthly report with ENATIS Print outs

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE - Yes/ No
N/A	N/A	N/A	N/A	N/A	Improve access of emergency, fire and rescue services	**P1G2O13.02**	Adopt One (1) Disaster Risk Management Plan by 30 June 2018	Number of Disaster Risk Management Plan adopted by 30 June 2018	A Disaster Risk Management Plan was submitted to the Special EXCO on 22 May 2018. However the EXCO referred the plan back to the STANCO which was only scheduled for July 2018. The Plan was adopted by Council on 30 July 2018 as per **CR375/30/07/2018**	Research took longer than anticipated and stakeholder inputs also took long to come in.	No need for a corrective measure as the delay was only in the approval by Council by 30 June 2018. Preparations will be done earlier to ensure that deadlines are met and plans submitted to Council timeously.	N/A	N/A	YES, Plan, Extract of Council
To provide immediate response when fire, disaster and accidents occur	K1.CMS.13	Maintenance and service of 50 fire extinguishers in Matatiele, Maluti. And Cedarville by 30 June 2017	Number of fire extinguishers serviced and maintained by set dates	50 fire extinguishers not maintained and serviced	Improve Community Safety	**P1G2O14.01**	Service and maintain 60 fire extinguishers in Matatiele, Maluti and Cedarville by 30 June 2018	Number of fire extinguishers serviced and maintained by set dates	67 fire extinguishers and 4 fire hose reels serviced in January 2018.	N/A	N/A	R100,000.00	R20,868.00	YES, Appointment letter, Payment voucher

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE - Yes/ No
To provide households with basic electricity by 30 June 2017	K1.IRS.04	Connect 613 households in Cibini and 282 households in Pamlaville by 30 June 2017	Number of household connections done by set date	Construction progress: Planting of poles :70% Stringing of the line :50%	Provide 10,000 households with basic electricity.	P1G1O7.01.1	Connection of 207 households in Chibini A – E Phase 2 by 30 June 2018.	Number of households with access to a basic level of electricity by set date.	207 households connected in Chibini A-E) not connected by set date.	Delivery of electricity meters not complete.	Connection of 207 households in Chibini A-E) will be connected in 2018/2019 FY once all meters have been delivered.	R7,221 749.00	R7, 021,749.00	YES, Progress report
N/A	N/A	N/A	N/A	N/A	Maintain existing Electrical Infrastructure for reliable Network performance.	P1G1O8.05	Purchase 2 transformers by 30 June 2018	Number of transformers purchased by set date	Only one (1) Transformer purchased and delivered on the 28 June 2018. The bid for the other (1) Transformer was re-advertised on the 8 June 2018 and closed on the 29 June 2018. The re-advert was placed due to non-responsive bids received.	Bidders were non responsive for 2nd transformer	The One (1) transformer capacity purchased is sufficient and the second transformer is no longer needed for maintenance purposes.	R110,000.00	R74,750.00	YES, Advertisement, Appointment letter and Delivery Note
N/A	N/A	N/A	N/A	N/A	Provide 10,000 households with basic electricity.	P1G1O7.01.14	Construction of 2x 11 KV (4.16 km) link line from Mountain view substation by 30 June 2018	Number of 11 KV (4.16 km) link line constructed by set date.	Project not completed by set date.	Line to be re-routed due to trees/bush hindering the construction.	Bush-clearing to be done before the project can be completed.	R9,592,108.96	R8,092,108.96	YES, Practical Completion Certificate

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE - Yes/ No
N/A	N/A	N/A	N/A	N/A	Provide 10,000 households with basic electricity.	**P1G1O7.01.10**	Construction of one (1) new 10 MVA Mzongwana substation by 30 June 2018	Number of MVA substation constructed by set date.	MVA substation not constructed by 30 June 2018.	ESKOM advised the MLM Mzongwana sub-station must move to Franklin as more load is required at Franklin as compared to Mzongwana area based on the Electricity demand.	Eskom's recommendation will be implemented during 2018/2019 FY.	R,1,500 000.00	R0.00	Yes, Eskom Presentation
N/A	N/A	N/A	N/A	N/A	Provide 10,000 households with basic electricity.	**P1G1O7.01.2**	Connection of 243 households in Pamlaville by 30 June 2018	Number of households with access to a basic level of electricity by set date.	Connection of 243 households in Palmaville not connected by set date**.**	Delivery of electricity meters not complete.	Connection of 243 households in Palmaville will be connected in 2018/2019 FY once all meters have been delivered.	R4,900,000.00	R4,750,000.00	YES, Progress report

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE - Yes/ No
N/A	N/A	N/A	N/A	N/A	Provide 10,000 households with basic electricity.	P1G1O7.01.5	Connection of 510 households in Zikhalini, & Maphokong by 30 June 2018	Number of households with access to a basic level of electricity by set date.	510 households in Zikhalini and Maphokong not connected by set date.	Delivery of electricity meters not complete.	510 households in Zikhalini and Maphokong will be connected in 2018/2019 FY once all meters have been delivered.	R10,538,839.33	R10,238,839.33	YES, Progress report
N/A	N/A	N/A	N/A	N/A	Provide 10,000 households with basic electricity.	P1G1O7.01.3	Connection of 136 households in Nuresh by 30 June 2018.	Number of households with access to a basic level of electricity by set date.	136 Households in Nuresh not connected by set date.	Delivery of electricity meters not complete.	136 Households in Nuresh will be connected in 2018/2019 FY once all meters have been delivered.	R7,430,643.81	R7,230,643.81	YES, Progress report
N/A	N/A	N/A	N/A	N/A	Provide 10,000 households with basic electricity.	P1G1O7.01.6	Connection of 641 households in Mahareng Chere & Thotaneng by 30 June 2018	Number of households with access to a basic level of electricity by set date.	641 households in Mahareng, Chere and Thotaneng not connected by set date.	Delivery of electricity meters not complete.	641 households in Mahareng, Chere and Thotaneng will be connected in 2018/2019 FY once all meters have been delivered.	R17,500,000.00	R17,000,000.00	YES, Progress report

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE - Yes/ No
N/A	N/A	N/A	N/A	N/A	Provide 10,000 households with basic electricity.	P1G1O7.01.7	Approve eleven (11) detailed designs for Khohlong, Tsitsong, Black Diamond, Mohapi, Nice field, Mateleng, Goxe, Lukholweni, Nkungwini, Kwa Matias A and Silindini by 30 June 2018.	Number of detailed designs for Khohlong, Tsitsong, Black Diamond, Mohapi, Nice field, Mateleng, Goxa, Lukholweni, Nkungwini, Kwa Matias A and SilindinElectrification projects approved by set date.	Eleven (*11*) Detailed designs for Khohlong, Tsitsong, Black Diamond, Mohapi, Nice field, Mateleng, Goxe, Lukholweni, Nkungwini, Kwa Matias A and Silindini completed in Feb 2018.	N/A	N/A	R7 090 100.00	R7 090 100.00	YES, Design approval sheet from ESKOM
N/A	N/A	N/A	N/A	N/A	Provide 10,000 households with basic electricity.	P1G1O7.01.8	Connection of 481households in KwaMadlangala by 30 June 2018	Number of households with access to a basic level of electricity by set date.	481 households in KwaMadlangala not connected by set date.	Delivery of electricity meters not complete.	481 households in KwaMadlangala will be connected in 2018/2019 FY once all meters have been delivered.	R9,300,000.00	R9,000,000.00	YES, Progress report

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE - Yes/ No
N/A	N/A	N/A	N/A	N/A	Provide 10,000 households with basic electricity.	**P1G1O7.01.9**	Connection of 205 households in PS, Magayazidlele, New House by 30 June 2018.	Number of households with access to a basic level of electricity by set date.	205 households in PS, Magayazidlele and New House not connected by set date.	Delivery of electricity meters not complete.	205 households will be connected in PS, Magayazidlele and New House in 2018/2019 FY once all meters have been delivered.	R7 375 969.59	R7,000,000.00	YES, Progress report
N/A	N/A	N/A	N/A	N/A	Provide 10,000 households with basic electricity.	**P1G1O7.01.12**	Connection of 215 households in Edrayini 30 June 2018	Number of households with access to a basic level of electricity by set date.	215 households in Edrayini not connected by set date.	Delivery of electricity meters not complete.	215 households will be connected in Edrayini in 2018/2019 FY once all meters have been delivered.	R6 218 150.27	R6,000,000.00	YES, Progress report
To provide households with basic electricity by 30 June 2017	K1.IRS.03	Connect 323 households in St Bernard's, 182 HH in Bubesi A by 30 June 2017	Number of household connections done by set date	365 households connected in St Bernards, 197 HH in Bubesi, construction completed.	Provide 10,000 households with basic electricity.	**P1G1O7.01.13**	Connection of 661 households in Nyaniso, Bubesi B, Nkalweni by 30 June 2018.	Number of households with access to a basic level of electricity by set date.	661 Households not connected in Nyaniso, Bubesi B, and Nkalweni by set date.	Delivery of electricity meters not complete.	661 Households will be connected in Nyaniso, Bubesi B, Nkalweni in 2018/2019 FY once all meters have been delivered.	R1,360 000.00	R1,260,000.00	YES, Progress report

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE - Yes/ No
N/A		N/A	N/A	N/A	Provide 10,000 households with basic electricity.	P1G1O7.01.4	Connection of 243 households in Nkali, A, B & C by 30 June 2018.	Number of households with access to a basic level of electricity by set date.	243 Households not connected in Nkali A, B & C by set date.	Delivery of electricity meters not complete.	243 Households will be connected in Nkali A, B & C in 2018/2019 FY once all meters have been delivered.	R6,424,691.23	R6,224,691.23	Yes, progress report
Provide office space for Councillors	K1.IRS.16	50% construction of Council Chamber completed to be by 30 June 2017.	Percentage of council chambers construction completed by set date	Stage 5 (50%) Foundation excavations Concrete casting 6	Provide conducive working environment and office space.	P1G1O9.01	50% Completion of Council chambers 30 June 2018	Percentage of council chambers construction completed by set date	Stage 50%: Concrete casting framework under construction by 30 June 2018	N/A	N/A	R20 000 000.00	R16,207,921.77	YES, Progress reports from Service Provider
To support local businesses and hawkers to access fresh produce	K1.IRS.17	60% completion of (2000sqm) Fresh Produce - phase 2	Percentage Fresh Produce Market (Phase 2) under construction by set date	Stage 6 (60%) Building of walls Roof installation	Support local agriculture sector through provision of agriculture infrastructure	P1G1O6.01	Stage 9 (100%) Completion Certificate of Fresh Produce Market by 30 June 2018	Percentage of Fresh Produce Market completed by set date	Stage 9 (100%) completion of the Fresh Produce Market by issued 09 February 2018.	N/A	N/A	R800,000.00	R902,156.63	YES, Completion Certificate

To ensure that existing community facilities are maintained	K1.IRS.20	Facilitate the maintenance and repairs of 4 halls by 30 June 2017	Number of community halls maintained and repaired by set date	Maintenance and Repairs of Madimong Community Halls (Ward 3), Mafube Community Hall (Ward 7), Zibi Mayor Community Hall (Ward 24) and Cedarville Town Hall (Ward 26) completed	Maintain and refurbish municipal amenities/facilities	**P1G1O10.02**	Routine maintenance of five (5) Community Halls by 30 June 2018	Number of community hall buildings maintained by set date.	Routine maintenance of five (5) Community Halls was done by 30 June 2018 as follow areas: Water proofing: Town Hall Service provider was Permascore at value of R 70 000.00. Completion date: 25-06-2018 Civic Center Service provider was Permascore at value of R 70 000.00. Completion date: 21-06-2018 General Building: St Paul Community Hall, service provider was Sisasesonke Trading & Project at value of R134 000.00. Completion date: 25-05-2018 Sandfontein Community Hall, service provider was	N/A	N/A	R500 000.00	R316,578.00	YES, Completion Certificate

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE - Yes/ No
									Malekapare at value of R90 024.00. Completion date: 29-06-2018 Mangolong Community Hall, service provider was Sweet Dreams at value of R92 554.00. Completion date: 21-06-2018					

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE - Yes/ No
To ensure that existing community facilities are maintained	K1.IRS.21	Facilitate the maintenance of one pre-school by 30 June 2017	Number of pre-schools maintained by set date	Maintenance and repairs of Zanovuyo Pre-school in Ward 3 completed		P1G1O10.03	Routine maintenance of five (5) Pre-school by 30 June 2018	Number of pre-schools maintained by set date.	Routine maintenance of two (2) Pre-school by 30 June 2018. Dengwane Pre School and service provider was Debeza Trading's at value of R 88 660.00. Completion date: 21-06-2018. Mafube Pre School and service provider was Mahlakoana Trading at value of R 79 698.00. Completion date: 29-06-2018	Funding was not available for maintenance for the other three (2) pre-schools and Ikaheng pre-school service provider (Sweet Dreams) was appointed on the 19-06-2018 at value of R 89 415.00	Three (03) Pre-schools will be maintained in 2018/19 financial year as funding has been made available in this year.	R350,000.00	R168, 358.00	YES, Completion Certificates

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE - Yes/ No
N/A	N/A	N/A	N/A	N/A	Maintain and refurbish municipal amenities/facilities	P1G1O10.04	Complete one (1) routine maintenance at the Maluti Office by 30 June 2018	Number of municipal offices maintained by set date.	Maintenance of Maluti Office was not done during 2017/2018. However, two (2) Water tanks was purchased for the Maluti Civic Centre and Maluti Office with the segment fund.	The purchase of Water tanks at Maluti was regarded as urgent due to the events that were scheduled to take place there and a service provider, MK 77 was appointed to provide the tanks at the value of R29,050.00	Maluti Office maintenance will be completed in 2018/19 FINANCIAL YEAR.	R150,000.00	R29,050.00	YES, Completion Certificate
N/A	N/A	N/A	N/A	N/A	Support local agriculture sector through provision of agriculture infrastructure.	P1G1O6.01	Stage 7 (80%) Completion of grain facility completed by 30 June 2018	Percentage of work completed on facility by set date	Stage 7 (80%) – the following was completed: Windows Plastering Landscaping Completed by 30 June 2018	N/A	N/A	R2,800,000.00	R916,744.23	YES, Progress Report to MTM

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE - Yes/ No
N/A	N/A	N/A	N/A	N/A	Improve accessibility in rural areas through construction of new gravel roads and maintenance of existing access road linkages between rural components by 125km.	**P1G1O4.02.1**	To construct 80% completion of Butsula via Taung to Preschool Access Road by 30 June 2018	Percentage of gravel roads constructed by set date	Stage 9 (95%) completed Project practically completed on the 29th of June 2018	N/A	N/A	R1,417,421.00	R1,373,919.31	YES, Practical Completion Certificate
N/A	N/A	N/A	N/A	N/A	Improve accessibility in rural areas through construction of new gravel roads and maintenance of existing access road linkages between rural components by 125km.	**P1G1O4.02.2**	To construct 80% completion of Vikinduku access road by 30 June 2018	Percentage of gravel roads constructed by set date	Stage 8 (Project is 80% completed) Tipping of gravel completed Processing of gravel wearing course completed on the 30th June 2018	N/A	N/A	R2,309,376.40	R2,309,376.40	YES, Progress report, test result, photo's
N/A	N/A	N/A	N/A	N/A	Improve accessibility in rural areas through construction of new gravel roads and maintenance of existing access road linkages between rural components by 125km.	**P1G1O4.02.3**	To construct 20% completion of Nomgavu access road by 30 June 2018	Percentage of gravel roads constructed by set date	Stage 3 (20% completed) Contractor appointed on the 29th of June 2018	N/A	N/A	R200,000.00	R0.00	YES, Appointment letter

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE - Yes/ No
N/A	N/A	N/A	N/A	N/A	Improve accessibility in rural areas through construction of new gravel roads and maintenance of existing access road linkages between rural components by 125km.	**P1G1O4.02.4**	Construct 20% completion of Epiphany access road by 30 June 2018	Percentage of gravel roads constructed by set date	Stage 3 (20% completed) Contractor appointed on the 29th of June 2018	N/A	N/A	R200 000.00	R0.00	YES, Appointment letter
N/A		N/A	N/A	N/A	Improve accessibility in rural areas through construction of new gravel roads and maintenance of existing access road linkages between rural components by 125km.	**P1G104.02.5**	Construct 20% completion of Msukeni access road by 30 June 2018	Percentage of gravel roads constructed by set date	Tender document was prepared, project presented to specification committee on the 26th of January 2018.	Project was replaced with a new project and will be implemented in the 2019/2020 financial year	Project has been reprioritized to the 2019/2020 financial year	R200,000.00	R0.00	Yes , Council resolution
N/A	N/A	N/A	N/A	N/A	Improve accessibility in rural areas through construction of new gravel roads and maintenance of existing access road linkages between rural components by 125km.	**P1G1O4.02.6**	Construct 80% completion of Gudlintaba access road by 30 June 2018	Percentage of gravel roads constructed by set date	Stage 8 (95%) Project was practically completed on the 29th of June 2018	N/A	N/A	R3,178,860.00	R2,633,699.26	YES, Practical Completion Certificate

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE - Yes/ No
N/A	N/A	N/A	N/A	N/A	Improve accessibility in rural areas through construction of new gravel roads and maintenance of existing access road linkages between rural components by 125km.	**P1G1O4.02.7**	Construct 100% completion of Zazingeni – Mazizini access road by 30 June 2018	Percentage of gravel roads constructed by set date	100% completed Final completion certificate was issued on the 04th of May 2018	N/A	N/A	R5,723,846.00	R3 794 719.71	YES, FINAL Completion Certificate
N/A	N/A	N/A	N/A	N/A	Improve accessibility in rural areas through construction of new gravel roads and maintenance of existing access road linkages between rural components by 125km.	**P1G1O4.02.8**	Construct 100% completion of Mabheleni Access Road by 30 June 2018	Percentage of gravel roads constructed by set date	95% completed Project was practically completed on the 02nd November 2017	Contractor was issued with a snag list on the 13th of June 2018 to attend to, and they are still busy on site	Contractor to complete snag in Q1 of 2018/19 FY	R1,594,000.00	R 1 167 749.86	YES, Practical Completion Certificate
N/A	N/A	N/A	N/A	N/A	Improve accessibility in rural areas through construction of new gravel roads and maintenance of existing access road linkages between rural components by 125km.	**P1G1O4.02.12**	Construct 50% completion of Mabheleni bridge by 30 June 2018	Percentage of bridge constructed by set date	20% completed Contractor was appointed on the 11th of April 2018.	The contractor that was appointed on the 11th of April 2018 but withdrew from the processes siting under-quoting.	Bid to be re-advertised during 2018/2019 as the validity period would have lapsed.		R0.00	YES, Appointment letter

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE - Yes/ No
N/A	N/A	N/A	N/A	N/A	Improve accessibility in rural areas through construction of new gravel roads and maintenance of existing access road linkages between rural components by 125km.	**P1G1O4.02.9**	Construct 100% completion of Khaue access road by 30 June 2018	Percentage of gravel roads constructed by set date	100% completed Final completion issued on the 29th of June 2018	N/A	N/A	R949 464.00	917 569.83	YES, FINAL Completion Certificate
N/A	N/A	N/A	N/A	N/A	Improve accessibility in rural areas through construction of new gravel roads and maintenance of existing access road linkages between rural components by 125km.	**P1G1O4.02.10**	Construct 100% completion of Mangopeng access road by 30 June 2018	Percentage of gravel roads constructed by set date	95% completed Project was practically completed on the 11th of August 2017	Contractor was issued with a snag list on the of 13 June 2018 to attend to, and they are still busy on site	Contractor to complete snag in Q1 of 2018/19 FY	R2 000 000.00	1 297 572.51	YES, Practical Completion Certificate
N/A	N/A	N/A	N/A	N/A	Improve accessibility in rural areas through construction of new gravel roads and maintenance of existing access road linkages between rural components by 125km.	**P1G1O4.02.13**	100% completion of Mangopeng bridge constructed by 30 June 2018	Percentage of a bridge constructed by set date	100% completed Final completion certificate issued on the 03rd of April 2018	N/A	N/A			YES, FINAL Completion Certificate

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE - Yes/ No
N/A	N/A	N/A	N/A	N/A	Improve accessibility in rural areas through construction of new gravel roads and maintenance of existing access road linkages between rural components by 125km.	**P1G1O4.02.11**	Construct 95% completion of Lagrange Pedestrian bridge by 30 June 2018	Percentage of a pedestrian bridge constructed by set date	70% completed Concrete Foundations completed Casting of columns is 80% completed	Contractor experienced delays with the supplier of concrete	Project to be completed in Q1 of 2018/19 FY and weekly/daily checks and inspections at the site will be conducted.	R1,563,280.65	R1,563,280.65	YES, Progress report, photos' and test results
N/A	**N/A**	**N/A**	**N/A**	**N/A**	Improve accessibility in rural areas through construction of new gravel roads and maintenance of existing access road linkages between rural components by 125km.	**P1G1O4.02.13**	Construct 100% completion of Tlhakanelo Culver Bridge by 30 June 2018	Percentage of culvert bridge constructed by set date	Project is 100% completed Final Completion reached Final retention released on 02 February 2018	N/A	N/A	R257,888.00	R87,138.04	YES, FINAL Completion Certificate
N/A	N/A	N/A	N/A	N/A	Improve accessibility in rural areas through construction of new gravel roads and maintenance of existing access road linkages between rural components by 125km.	**P1G1O4.02.14**	Construct 100% completion of Soloane access road by 30 June 2018	Percentage of gravel roads constructed by set date	Project is 100% completed Final Completion reached Final retention released on 23 January 2018	N/A	N/A	R458,074.00	R407,548.00	YES, Practical Completion Certificate

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE - Yes/ No
N/A	N/A	N/A	N/A	N/A	Improve accessibility in rural areas through construction of new gravel roads and maintenance of existing access road linkages between rural components by 125km.	**P1G1O4.02.15**	To construct 100% completion of Manase access road by 30 June 2018	Percentage of gravel roads constructed by set date	Project is 100% completed Final Completion reached Final retention released on 22 December 2017	N/A	N/A	R220,042.00	R99,702.05	YES, FINAL Completion Certificate
N/A	N/A	N/A	N/A	N/A	Improve accessibility in rural areas through construction of new gravel roads and maintenance of existing access road linkages between rural components by 125km.	**P1G1O4.02.16**	Construct 100% completion of Sandfontein access road by 30 June 2018	Percentage of gravel roads constructed by set date	Project is 100% completed Final Completion reached Final retention released on 09 February 2018	N/A	N/A	R458,074.00	R189,739.87	YES, FINAL Completion Certificate
N/A	N/A	N/A	N/A	N/A	Improve accessibility in rural areas through construction of new gravel roads and maintenance of existing access road linkages between rural components by 125km.	**P1G1O4.02.17**	Construct 100% completion of Kamorathaba-Tsepisong access road by 30 June 2018	Percentage of gravel roads constructed by set date	Project is 100% completed Final Completion reached Final retention released on 09 February 2018	N/A	N/A	R344,530.00	R119,645.30	YES, FINAL Completion Certificate

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE - Yes/ No
N/A	N/A	N/A	N/A	N/A	Improve road infrastructure by upgrading gravel roads to tarred roads for the purpose of attracting more investments by 25km.	**P1G1O2.01.22**	Construct 95% completion of Sijoka access road by 30 June 2018	Percentage of gravel roads constructed by set date	80% completed (Installation of storm water pipes completed) Construction of stone pitching completed. A Non-performance was addressed by issuing notice of termination to the contractor in January 2018.	Contractor is underperforming due to financial constraints	Project to be completed in Q1 2018/19 FY and weekly site visits to be conducted.	R3,632,252.00	R2,824,023.45	YES, Progress report, notice of termination, test results and photo's
N/A	N/A	N/A	N/A	N/A	Improve accessibility in rural areas through construction of new gravel roads and maintenance of existing access road linkages between rural components by 125km.	**P1G1O4.02.18**	To construct 100% completion of Mehloloaneng access road by 30 June 2018	Percentage of gravel roads constructed by set date	100% completed Project finally completed on the 15th of June 2018.	N/A	N/A	R817,939.00	R375,139.95	YES, FINAL Completion Certificate

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE - Yes/ No
N/A	N/A	N/A	N/A	N/A	Improve accessibility in rural areas through construction of new gravel roads and maintenance of existing access road linkages between rural components by 125km.	**P1G1O4.02.19**	To construct 80% completion of Ngcwengane - Bomvini access road by 30 June 2018	Percentage of gravel roads constructed by set date	95% completed Project practically completed on the 29th of June 2018	N/A	N/A	R2,327,676.90	R2,327,676.90	YES, Practical Completion Certificate
N/A	N/A	N/A	N/A	N/A	Improve accessibility in rural areas through construction of new gravel roads and maintenance of existing access road linkages between rural components by 125km.	**P1G105.02.1**	100% completion of Nkau Sportsfield by 30 June 2018	Percentage of completion of a Sport facility completed by set date	95% completed Project Completed on the 29th of June 2018	At 30 June 2018 the Contractor was still attending to snags as identified.	No need for a corrective measure as Completion Certificate was issued on 12 July 2018.	R48,041.00	R0.00	YES, Practical Completion Certificate
N/A	N/A	N/A	N/A	N/A	Provide access of sports facilities in rural and urban areas in the municipality.	**P1G105.02.3**	95% completion of Afsondering Sportsfield by 30 June 2018.	Percentage of completion of a Sport facility completed by set date	95% Completed. Project practically completed on the 28th of June 2018	N/A	N/A	R708,086.00	R424,385.94	YES, Practical Completion Certificate

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE - Yes/ No
N/A	N/A	N/A	N/A	N/A	Provide access of sports facilities in rural and urban areas in the municipality	**P1G105.01.4**	100% completion of Epiphany Sportsfield by 30 June 2018	Percentage of completion of a Sport facility completed by set date	Project was 100% completed on the 30th of June 2018	N/A	N/A	R211,000.00	R48,195.85	YES, FINAL Completion Certificate
N/A	N/A	N/A	N/A	N/A	Improve accessibility in rural areas through construction of new gravel roads and maintenance of existing access road linkages between rural components by 125km.	**P1G1O4.02.20**	Source funding for Freystata bridge by 30 June 2018	Funding approved by set date	Funding by Cogta approved on the 22nd of June 2018	N/A	N/A	R370,000.00	R324, 561.40 spent for feasibility study	YES, Approval letter from Cogta
N/A	N/A	N/A	N/A	N/A	Improve accessibility in rural areas through construction of new gravel roads and maintenance of existing access road linkages between rural components by 125km.	**P1G1O4.02.21**	Source funding for a Good hope bridge by 30 June 2018	Funding approved by set date	Funding not approved only Feasibility report completed on the 22nd June 2018.	Cogta found that the Project (*Good Hope Bridge*) was not feasible to be constructed	Project will be removed from municipal projects	R370,000.00	N/A	YES, Feasibility report

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE - Yes/ No
N/A	N/A	N/A	N/A	N/A	Maintain existing surfaced roads for the purpose of retaining the quality of roads by125km.	P1G1O3.01.1	Construct 70% completion of Mountain View Internal Streets by 30 June 2018	Percentage of internal streets constructed by set date.	Stage 7 (70%) Pavement Layers up to G5 are 100% complete Stage8 (90%) Kerbing is 100% complete	N/A	N/A	R6,761,494.00	R6,237,661.68	YES, Progress report, test result, photo's
N/A	N/A	N/A	N/A	N/A	Maintain existing surfaced roads for the purpose of retaining the quality of roads by125km.	P1G1O3.01.2	Construct 100% completion of a 4km surfaced road by 30 June 2018	Percentage of internal streets constructed by set date.	100% completed	N/A	N/A	R1,000,000.00	R,449,844.93	YES, FINAL Completion Certificate
N/A	N/A	N/A	N/A	N/A	Maintain existing surfaced roads for the purpose of retaining the quality of roads by125km.	P1G1O3.01.3	Source funding for a Matatiele Internal Streets-CBD-Phase 2 by 30 June 2018	Funding approved by set date	Funding approved on the 5th April 2018 by Cogta. Funding of R1, 690,320.75 was used for designs and the tender process.	N/A	N/A	R2,160,004.00	R1,690,320.75	YES, funding letter from Cogta

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE - Yes/ No
		20% completion of Construction of 6400m2 Matatiele sports center by 30 June 2017	Percentage of Sport facility completed by set date	Designs completed and extension of works approved by COGTA by 30 June 2017	Ensure that sporting facilities are available in communities	**P1G105.01.1**	To construct 65% completion of a Matatiele sport center by 30 June 2018	Percentage of completion of a Sport facility completed by set date	Project is 15% completed - Tender was re-advertised on the 20th April 2018, site briefing on the 02nd of May 2018 , tender closed on the 21st of May 2018, and project is on evaluation stage	All bidders were non responsive during previous advert	Contractor to be appointed in Q1 of 2018/19 financial	R5 662 456		Yes, advert
N/A	N/A	N/A	N/A	N/A	Maintain existing surfaced roads for the purpose of retaining the quality of roads by125km.	**P1G103.02.1**	Install 300m of concrete storm water by 30 June 2018	Number of meters of concrete storm water pipes installed by set date	307.5m of storm water pipes installed on the 29th of June 2018 in Ward 1, 19, 20 and 26	N/A	N/A	N/A	N/A	YES, job cards, photo's
N/A	N/A	N/A	N/A	N/A	Maintain existing surfaced roads for the purpose of retaining the quality of roads by125km.	**P1G103.02.2**	Patch 6000m² of potholes by 30 June 2018	Number of square meters of potholes patched by set date	14005.73m² potholes patched on the 29th of June 2018 in Ward 1, 19, 20 and 26	N/A	N/A	R1,000,000.00	R642,381.38	YES, job cards, photo's

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE - Yes/ No
ensure that existing gravel roads are maintained	K1.IRS.30	Install 1000 m of kerbing and channeling by 30 June 2017.	Number of Meters of kerbing and channeling done by set date	1020m	Maintain existing surfaced roads for the purpose of retaining the quality of roads by125km.	**P1G103.02.3**	Install 3000 m of kerbing and channeling by 30 June 2018.	Number of meters of kerbing and channeling installed by set date	2069,40m of kerbing and channeling installed on the 29th of June 2018 in Ward 1, 19, 20 and 26	Reallocation of teams to pothole patching.	Teams will be relocated and 930,60m will be done in Q1 2018/19 FY that is by 30 September 2018.	N/A	N/A	YES, job cards , photo's
ensure that all communities are protected against flooding	K1.IRS.34	5000m of drains excavations by 30 June 2017.	Number of meters drains excavations installed by set date	5223m	Maintain existing surfaced roads for the purpose of retaining the quality of roads by125km.	**P1G103.02.4**	3000m of drains excavations by 30 June 2018	Number of meters of drains excavated by set date	3067.6 m of drains excavated on the 29th of June 2018 in Ward 1, 19, 20 and 26	N/A	N/A	N/A	N/A	YES, job cards , photo's
N/A	N/A	N/A	N/A	N/A	Maintain existing surfaced roads for the purpose of retaining the quality of roads by125km.	**P1G103.02.5**	Patch 900m² of verge tarring by 30 June 2018	Number of square meters patched by set date	680.55m² of verge tarring patched on the 29th of June 2018 in Ward 1, 19, 20 and 26	Reallocation of teams to pothole patching	Teams will be relocated and 8,319.45m² will be done in Q1 2018/19 FY that is by 30 September 2018.	N/A	N/A	YES, job cards , photo's
N/A	N/A	N/A	N/A	N/A	Maintain existing surfaced roads for the purpose of retaining the quality of roads by125km.	**P1G103.02.6**	Procure materials for maintenance activities by 30 June 2018	Number of cubic meters of G5,crushed stone, crusher dust, sand , number of bags of cement, number of bags of tar fix, meters of Krebs, number of tar drums procured by set date.	Cold Asphalt delivered on 15th of June 2018, G5 delivered on the 22nd of June 2018, Crusher dust delivered on the 22nd of June 2018.	N/A	N/A	R1,800,004	R1,755,488.25	YES, Delivery Notes

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE - Yes/ No
N/A	N/A	N/A	N/A	N/A	Maintain existing surfaced roads for the purpose of retaining the quality of roads by125km.	**P1G103.02.7.1**	Construction of Thaba-Bosiu Access Road by 30 June 2017.	Kilometers of gravel roads maintained and rehabilitated by set date	Project practically completed on the 17th of January 2018	N/A	N/A	R1,050,000.00	R904,957.11	YES, Practical Completion Certificate
N/A	N/A	N/A	N/A	N/A	Maintain existing surfaced roads for the purpose of retaining the quality of roads by125km.	**P1G103.02.7.2**	construction of Sigoga Access Road by 30 June 2017	Kilometers of gravel roads CONSTRUCED by set date	5.1km of Sigoga Access road maintenance and rehabilitation completed on the 24th of May 2018	N/A	N/A	R1, 244,218.00	R813,080.00	YES, Practical Completion Certificate
N/A	N/A	N/A	N/A	N/A	Maintain existing surfaced roads for the purpose of retaining the quality of roads by125km.	**P1G103.02.7.3**	Construction Mapfontein Access Road by 30 June 2017.	Number of kilometers of gravel roads constructed by set date	Access road rehabilitated on the 17th of April 2018	N/A	N/A	R465,234.00	R371,000.00	YES, Practical completion Certificate
N/A	N/A	N/A	N/A	N/A	Maintain existing surfaced roads for the purpose of retaining the quality of roads by125km.	**P1G103.02.7.4**	Construction Rholweni to Fiva Access Road by 30 June 2018.	Number of kilometers of gravel roads constructed by set date	Project was practically completed on the 25th of January 2018	N/A	N/A	R889,086.00	R709,000.00	YES, Practical Completion Certificate

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE - Yes/ No
N/A	N/A	N/A	N/A	N/A	Maintain existing surfaced roads for the purpose of retaining the quality of roads by125km.	**P1G103.02.7.5**	Construction of Nchodu Access Road by 30 June 2018.	Number of kilometers of gravel roads constructed by set date	2.7km of of Nchodu Access Road maintenance and rehabilitation completed on the 07th of May 2018	N/A	N/A	R700,735.00	R558,800.00	YES, Practical Completion Certificate
N/A	N/A	N/A	N/A	N/A	Maintain existing surfaced roads for the purpose of retaining the quality of roads by125km.	**P1G103.02.7.6**	Construction of Sphola to Afsondering Access Road by 30 June 2018.	Number of kilometers of gravel roads constructed by set date	Roadbed preparation completed, tipping and processing of 1,5km completed	Breakdown of grader and excavator	Project to be completed by 30 September 2018 and additional funding made available for hiring additional plant/machinery.	R742,368.00	N/A	YES, Progress report
N/A	N/A	N/A	N/A	N/A	Maintain existing surfaced roads for the purpose of retaining the quality of roads by125km.	**P1G103.02.7.7**	Construction of Harry Gwala Access Road by 30 June 2018.	Number of kilometers of gravel roads constructed by set date	Roadbed preparation completed	Non availability of borrow pit	Request authorization from DEDEAT to utilize nature reserve borrow pit and finalize the project in 2018/19 FY.	R775,349.00	N/A	YES, Progress report and letter to DEDEAT dated 21 June 2018 _

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE - Yes/ No
N/A	N/A	N/A	N/A	N/A	Support local agriculture sector through provision of agriculture infrastructure	**P1G1O6.01**	Stage 7 (80%) Windows Plastering Landscaping	**Percentage of silo construction completed by set date**	Stage 7 (80%) – the following was completed: Windows Plastering Landscaping **Completed by 30 June 2018 by Manong Construction**	N/A	N/A	R2,800,000.00	R2,800,000.00	Yes, Completion Certificate

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
N/A	N/A	N/A	N/A	N/A	Integrate municipality Information Technology and Information Systems.	P5G11O74.01	Procure One Traffic Management System by 30 June 2018	Number of Traffic Management System (TMS) procured by set date	Drafting ToR in Q3 but project abandoned due the emergence of better and affordable TMS as per information received in Q4.	The emergence of a product where the LM does not require to pay layout capital and will not pay any annual license fees.	To engage service providers offering this better and affordable TMS in Quarter-1 of 2018-2019 F/Y	R200,010.00	N/A	YES, DRAFT TOR, Information of the new product
Provision of Security Services on key municipal premises by 30 June 2017.	K2.CRS.18	Facilitation of appointment of a Safety and Security Services provider on key municipal premises by 30 June 2017.	Service provider appointed by set date	Appointment letter issued to Khuselani Security & Risk Management (Pty) Ltd (KSA) on 3 February 2017. The Service Level Agreement (SLA) is with effect from 1 March 2017.	Provide a healthy, safe, secure and a productive work environment.	P5G10O67.03	Prepare 12 monthly reports on Management and monitoring the provision of security services on municipal premises by 30 June 2018	Number of monthly reports on the monitoring of provision of security services on municipal premises by set date	12 monthly reports on the Management and monitoring of the provision of security services on municipal premises was submitted to MTM monthly (Section C) and Quarterly to Council for approval by 30 June 2018.	N/A	N/A	N/A	N/A	YES, Reports

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
	K4.BTO.37	12 Monthly Salary Payments to be made by 25 of each month	monthly payments of salaries by set date	Salaries paid on the following dates: 25 July 2016 25 August 2016 23 September 2016 25 October 2016 25 November 2016 15 December 2016 25 January 2017 24 February 2017 24 March 2017 25 April 2017 25 May 2017 23 June 2017	Ensure proper efficient payroll administration for the Municipality.	**P5G10O66.01**	12 Monthly Salary Payments to be made by 25 of each month	Monthly payment of salaries by the set date.	**QUARTER 1** Salaries paid on the following dates: 25/07/17 25/08/17 22/09/17 **QUARTER 2** Salaries paid on the following dates: 25/10/17 24/11/17 15/12/17 **QUARTER 3** Salaries paid on the following dates: 25/01/18 23/02/18 23/03/18 **QUARTER 4** Salaries paid on the following dates: 25 April 2018 25 May 2018 22 June 2018	N/A	N/A	N/A	N/A	YES, NEDBANK Batch List and Council Extract
To coordinate provision of all library and auxiliary services within the Municipality	**K2.CRS.23**	Four (4) meetings and Twelve (12) monthly reports on the Monitoring of the provision security services on	Number of Monthly reports on the monitoring of provision of security services on key municipal premises	Four (4) meetings were held on 27 September 2016, 2 December 2016, 21 February 2017 and 29 June	Provide a healthy, safe, secure and a productive work environment.	**P5G10O67.03**	Hold 4 Quarterly meetings with security company by 30 June 2018	Number of quarterly meetings held with security service provider by set date	Four (4) Quarterly meetings held on **19 Sept. 2017, 11 Dec 2017, 29 March 2018 and 28 June 2018** with	N/A	N/A	N/A	N/A	YES, Minutes of meetings

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
		key municipal premises by 30 June 2017		2017. Minutes of these meetings are available. Twelve (12) monthly reports were received from the service provider by 30 June 2017					Security Service Provider by 30 June 2018					
To provide staff with the necessary protective uniform	**K2.CRS.21**	To provide staff with necessary protective uniform by 30 June 2017	Number of staff provided with protective clothing by set date	2-piece SABS approved flame retardant conti overalls (8 staff members) plus 1 x Jacket Golf T-shirts (62 Staff members) Long Sleeve Work-shirt (29 staff members) Women's Skirts (27 staff members) Woman's Pants (18 staff members) Long Sleeve Work-shirt (4 x Male Messenger/Driver) 4		**P5G10O67.04**	**20** staff members from the Electricity **Unit** to be provided with necessary protective clothing by 25 February 2018	**Number of** staff members who received protective clothing by set date.	**20** staff members issued with protective clothing. Issued at 25 February 2018. That is **411** items of uniform. **20** staff members received:2x2 piece Overalls, 2x2Shirts, 2x2 golf shirts, freezer jackets ,Hats, Caps, 2x2 Safety boots, Hard caps, Beanie, Reflective waist coat, Rain suit, **5**staff members received Safety Harness, Face Shield,18 staff	N/A	N/A	R200 000.00	R200 000.00	YES, signed receipt letters

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
				Short Sleeve Work-shirt (4 Messenger/Driver) 5 Long Sleeve Work-shirt for (1 x Female) Messenger Driver 2 ¾ sleeve Work-shirt for (1 x Female) Messenger Driver 1 Long Sleeve Pullover (32 staff members)					members received PW Leather Gloves, PW palm gloves, Safety Spectacles during 2017/20178FY					
To ensure that the municipal fleet policy, SCM Policy and Infrastructure Procurement	K2.BTO.02	12 monthly report on fleet abuse cases and accident report by 30 June 2017	Number of fleet abuse cases and accidents reports and percentage of roadworthy municipal fleet by set date	12 monthly reports on fleet abuse cases and accidents submitted to Management Team Meeting, STANCO, EXCO and Council as per the scheduled dates of meetings.	Provide a healthy, safe, secure and a productive work environment.	P5G10O67.01	Submission of 12 monthly report on fleet abuse cases and accidents to MTM by 30 June 2018.	Number of fleet abuse cases and accidents reports submitted by set date	12 reports on fleet abuse cases and accidents were submitted to Management Team Meeting as follows: Q1 16 August 2017, 12 September 2017, 10 October 2017 Q2:08 November 2017, 07 December 2017, 03 January 2018 Q3: 09 February 2018, 08 March	N/A	N/A	R480000.00	R188 439.50	YES, Monthly report and proof of submission

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
									2018, 10 April 2018 Q4: 08 May 2018, 07 June 2018, 06 July					
		Ensure 80% Roadworthy municipal fleet by 30 June 2017		Reporting on Repairs, Maintenance, fleet administration fees and licensing to ensure all municipal vehicles are licensed.	Provide a healthy, safe, secure and a productive work environment.	P5G10O67.02	Ensure 100% Licensing municipal fleet by 30 June 2017	Percentage of municipal fleet licensed by set date.	100% of municipal vehicles is licensed Municipality has 71 municipal fleet 67 of municipal fleet is licensed and 4 of municipal fleet not licensed because Rollers and excavators cannot be used on tar roads, and therefore they are exempt from licensing according to the road traffic act	N/A	N/A			YES, Copy of license documents
Review of policies in line with legislation	K5.BTO.02	Review Fleet Management Policy and SCM Policy and Infrastructure Procurement Policy by 31 May 2017	Reviewed SCM policy, Fleet Management policy and Infrastructure Procurement Policy by set date	SCM policy and Fleet management policy were reviewed and submitted for approval by Council on 31 March and 31 May 2017, draft and final	Provide a healthy, safe, secure and a productive work	P5G10O67.02	Review 3 policies (Fleet Management Policy, SCM Policy and Infrastructure Procurement Policy) and 1 SOPs by 31 May 2018	Number of policies and SOPs reviewed by set date	3 policies (Fleet Management policy, Supply Chain Management Policy ,Infrastructure procurement policy) and 1 SOP were	N/A	N/A	N/A	N/A	YES, Policies and Council Extract/s

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
				policies respectively.					approved by council on the 29 May 2018					
N/A	N/A	N/A	N/A	N/A	Coordinate provision of all auxiliary services within the Municipality premises.	P5G10O68.01	**2** quarterly reports and **2 sets of minutes** on the Rendering of auxiliary services to all Municipal premises by 30 June 2018	Number of quarterly reports on the Rendering of auxiliary services to all Municipal premises produced by set date	Two (2) Quarterly reports were prepared during Q1 and Q2 after the monthly meetings held on 21 September and 7 December 2017 One (1) Quarterly meeting was held during Q3 on 29 March 2018 and quarterly handover report submitted to the GMCS and Manager of the Unit on 29 March 2018 via email and a hard copy.	N/A	N/A	N/A	N/A	YES, Minutes and reports

To provide staff with the necessary protective uniform	**K2.CRS.21**	To provide staff with necessary protective uniform by 30 June 2017	Number of staff provided with protective clothing by set date	2-piece SABS approved flame retardant conti overalls (8 staff members) plus 1 x Jacket Golf T-shirts (62 Staff members) Long Sleeve Work-shirt (29 staff members) Women's Skirts (27 staff members) Woman's Pants (18 staff members) Long Sleeve Work-shirt (4 x Male Messenger/Driver) 4 Short Sleeve Work-shirt (4 Messenger/Driver) 5 Long Sleeve Work-shirt for (1 x Female) Messenger Driver 2 ¾ sleeve Work-shirt for (1 x Female) Messenger Driver 1 Long Sleeve Pullover (32 staff members)	Provide a healthy, safe, secure and a productive work environment	**P5G10O67.04**	**18** staff members from the **Admin. & Council Support Unit** to be provided with necessary protective clothing by 30 June 2018	**Number of** staff members provided with protective clothing by set date.	**32** staff members issued with protective clothing. **34** Women's skirts, **30** long sleeve work shirts, **20** Women's pants, **32** Long sleeve pullovers, **60** golf shirts, **18** 2-piece Conti-overalls, **22** pairs of shoes, **1** long sleeve work-shirt issued at 31 March 2018. That is **217** items of uniform.	N/A	N/A	R200,000.00	R200,000.00	YES, signed receipt letters

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
N/A	N/A	N/A	N/A	N/A	Provide support for optimal use of Information and management systems.	P5G11O70.03	Procurement of one (1) Electronic Document Management System by 30 June 2018	Number of EDMS procured by set date	Advertised in the first quarter and again on 09/12/2017 and the advert closed on 29/12/2017. The Bid was re-advertised on Municipality official website on 16 February and closed on 05 March 2018	The bidders were non-responsive as previously advertised on Municipality website between 16 February to 05 March 2018	The Electronic Management System will be Procured in quarter 2 of 2018/19 FY after an assessment is conducted. The budget and functionality for the project has been adjusted to ensure that bidders are responsive.	R200,000.00	N/A	YES, Proof of advertisements
N/A	N/A	N/A	N/A	N/A	Facilitation of website design, development and hosting services.	P5G11O71.01	Appointment of Service Provider to design, develop and host the municipality website by 30 June 2018	Appointed Service Provider to design, develop and host the municipality website by set date	The Service Provider for redesign, Develop and Host Municipal Official website was appointed on 20/02/2018 and The Municipality Manager Signed the SLA on 13/03/2018	N/A	N/A	R120,000.00	N/A	Yes, Copy of appointment letter

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
To ensure user and application support	**K2.CRS.29**	To have functional Surveillance Cameras and reliable surveillance data storage in the server room by 30 June 2017	Surveillance Cameras and surveillance data storage in the server room provided by set date	7 new cameras and 3 relocated cameras were installed and configured by 28 June 2017	Establish a reliable and a robust ICT infrastructure.	**P5G11O72.02**	Replace, install and configure (15) indoor surveillance cameras at Main Offices by 31 December 2017	Number of surveillance cameras, replaced, installed and configured by set date	There are fifteen (15) replaced, installed and configured indoor surveillance Cameras on 24/10/2017 **And** Three (3) newly installed cameras on 13/12/2017	N/A	N/A	R120,000.00	R118,224.00	Yes, Completion Certificates

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
					Establish a reliable and a robust ICT infrastructure.	P5G11O72.03	Replacement, installation and configuration of 12 indoor and 5 outdoor surveillance cameras at Traffic Offices by 30 June 2018	Number of Replaced, installed and configured Surveillance cameras by set date	The Specifications were sent and presented to SCM on 23 January 2018 **And** The Bid advisement was published on 09 February and closed on 19 February 2018 **And** The Bid Re-advertisement was placed on Municipal website and "Pondo News" of 16 March 2018 **And** The service provider was appointed on 21/06/2018 Replaced and installed 12 indoor cameras, and 4 outdoor cameras on 28 June 2018	The bracket mounding for one (1) outdoor camera is ordered.	One (1) outdoor cameras will be installed in quarter 1 of 2018/19 FY	R195,000.00	R193,280.00	Yes, Completion certificate

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
To provide shared services to all users in all offices	K2.CRS.26	Provision of 10Mbps internet services through microwave for municipal offices by 30 June 2017	Configure internet services through microwave for municipal offices by set date	The tender was advertised	Establish a reliable and a robust ICT infrastructure.	P5G11O72.04	Upgrade internet line from 2Mbps to 10 Mbps by 30 June 2018	Upgraded internet line by set date	The internet link line was installed in 102 Main Street, Matatiele (municipality offices) and tested in on 23 January 2018 **And** The 10 Mbps internet line was installed, configured and test on 20/02/2018 **and** The redundant services were cancelled / terminated on 08/03/2018 **and** The close-up report was signed on 08/03/2018	N/A	N/A	R100,000.00	R96,002.00	Yes, Completion certificate, Termination request, Proof of 10Mbps payment

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
N/A	N/A	N/A	N/A	N/A	Establish a reliable and a robust ICT infrastructure.	P5G11O72.07	Install eight (8) access points to connect Maluti and Cedarville offices to the Main Municipal Office (102 main street) by 30 June 2018	Number wireless access points installed by set date	The Terms of Reference were presented on 20/11/2017 in BSC And The Specifications were sent and presented to SCM on 23 January 2018 And The bid advertisement was published on 09 February and closed on 19 February 2018 on MLM Noticeboard and website. The Bid was re-advertised on notice board and MLM website on 14 March to 23 March 2018 And The project was re-advertised as attender on Daily Dispatch on 27 April to 27 May 2018	The project was advertised twice – 24 January, and 19 February without and bidders were non-responsive on both occasions. It was then advertised for the third time on 27 April to 27 May 2018 as a Tender.	The project be abandoned as there is no budget for it in 2018/19 FY	R180,000.00	N/A	Yes, Proof of submission of Specifications, Copy of advertisements

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
Provision of shared services to all users in all offices	K2.CRS.25	To provide 12 monthly reports on VPN computer network to all office by 30 June 2017	Continued provision VPN computer network throughout all municipal office	Twelve (12) monthly reports on provision and maintenance of VPN computer network were presented monthly in Management Team Meetings (MTM).	Establish a reliable and a robust ICT infrastructure.	P5G11O72.05	Establishment of Computer network at (2) municipal offices - New Electricity and New SCM offices by 30 June 2018	Number of municipality offices with established computer network by set date.	The Computer Network was established in (1) New SCM and (2) Electricity Offices as well as Switch configuration and Testing. The Project completed on 03 May 2018.	N/A	N/A	R200,000.00	R199,761.00	Yes, Proof of submission of Specifications, Advertisement, Appointment letter and Completion certificate
N/A	N/A	N/A	N/A	N/A	Establish a reliable and a robust ICT infrastructure.	P5G11O72.06	Installation of Fibre Optic and Establishment of Computer Network at (1) municipal building - Fresh Produce Offices by 30 June 2018	Number of municipal buildings with installed Fibre optic and established of computer network by set date	The installation of Optic Fibre network, Network points, Access Points and switch and well as configuration and Testing were completed on 28 June 2018	N/A	N/A	R175 ,000.00	R172,158.00	Yes, Proof of submission of Specifications, Advertisement, Appointment letter and Completion certificate
N/A	N/A	N/A	N/A	N/A	Provide	,	Review and	Number of	The TOR was	N/A	N/A	R150,000.00	R140,000.00	Yes,

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
					access to Wi-Fi network within Matatiele.		updating of two (2) computer network Diagram by 30 June 2018	computer network diagrams reviewed and updated by set date	developed and sent to SCM on 23 January 2018 And The Bid advertisement for review of Computer Network Diagram was published on 09 February/19 February 2018. And the Appointment of the service provider was on 08/03/2018 And project completed on 26/03/2018					Proof of submission of ToR to SCM, Copy of Advertisement, Appointment letter and Completion Certificate
N/A	**N/A**	N/A	N/A	N/A	Establish a reliable and a robust ICT infrastructure.	**P5G11O72.09**	Provision of (1) laptop and two (2) desktops by 30 June 2018	Number of laptops and desk tops provided by date	**Wiz** Holdings (Pty) Ltd was appointed on 24 May 2018 and declined on – 06 June 2018 **Letsatsi** Electrical - was appointed on 09 June 2018 and declined on 26 June 2018	The Scope of work was increased from 1 laptop and 2 desktops to 6 laptops and 4 desktops. Due to inclusion of other units for procurement of laptops and desktops. The bid was advertised on	The 6 laptops and 4 desktops will be delivered in quarter 1 of 2018/19 FY	R50,000.00	N/A	Yes, Advertisements, Appointment letters

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
									The Service Provider **(loop design**) was appointed on 29 June 2018 to supply and delivered 6 laptops and 4 desktops	03 – 11 April and was none responsive The bid was re-advertised on 02 – 10 May 2018				

N/A	**N/A**	N/A	N/A	N/A	Plan, design and provide a sustainable human capital establishment.	**P5G9O57.01**	Approval of one (1) 2018/19 Staff Establishment by 30 June 2018.	Number of Approved 2018/19 staff Establishment by set date	Placement process for Forty -nine (49) positions (with warm bodies) were identified as displaced in terms of the staff establishment adopted in May 2017, and placement process was conducted and finalized on 31 July 2017. The strategic workshop of the Municipality was held on 4 – 8 February 2018 The reviewed Municipal Staff Establishment for the year 2018/2019 was presented to the LLF on 06 March, Corporate Services STANCO on 18/04/2018, Exco on 20 & 25/04 and also to Council on 26/04/2018, and was adopted by Council, as per Resolution Number CR	N/A	N/A	N/A	N/A	YES, Schedule of identified misplaced staff, Placement Committee Minutes (31 July 2017), Council Resolution

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
									350/26/04/2018					
N/A	N/A	N/A	N/A	N/A	Attract and retain quality human resources for the municipality	P5G9O58.01	Facilitate the filling of **15** budgeted vacant posts for (2017/18) by 30 June 2018.	Number of vacant budgeted for posts filled by set date	Sixty-seven (67) positions were identified, approved and filled as at 30 June 2018, as follows: - Jul to Sep 2017 – nineteen (19) positions filled (11 permanent and 8 temporary) - Oct to Dec 2017 – Twenty-nine (29) positions filled (11 permanent and 18 temporary) - Jan – Mar 2018 seven (7) permanent) - Apr – Jun 2018 – twelve (12) positions filled (9 permanent and 3 temporary)	N/A	N/A	N/A	N/A	YES, Schedule of appointed staff members, Advertisement
N/A	N/A	N/A	N/A	N/A	Attract and retain quality human resources for the	P5G9O58.02	100% of all budgeted positions filled within 90 days of declaration	Percentage of vacant positions filled within 90 days of declaration	Two positions were identified and filled within 90 days of declaration	N/A	N/A	R40,000.00	R13,000.00	YES, Schedule of appointed

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
					municipality		of vacancy.	of vacancy in the budgeted for positions.	of vacancy. The recruitment processes for the posts of the two Senior Managers (GM: CS and GM: Infra) were concluded by the Council on 29 May, as per Council Resolution No.s: CR 359/29/05/2018 and CR 360/29/05/2018					staff members, Advertisement
N/A	**N/A**	N/A	N/A	N/A	Empower and enable municipal Human capital to understand their roles and responsibilities.	**P5G9O59.01**	Four (04) induction sessions for newly appointed staff conducted by 30 June 2018.	Number of induction session conducted by set date	Four (4) induction session for newly appointed employees were held as follows: - *26 October 2017* - *02 January 2018* - *28 March 2018 &* - *31 May 2018*	N/A	N/A	N/A	N/A	YES, Invitations and Attendance Registers

N/A	**N/A**	N/A	N/A	N/A	Capacitate, develop, manage and maintain municipal human capital.	**P5G9O60.01**	Coordinate Twenty (20) training programmes as per the WSP by 30 June 2018.	Number of training interventions coordinated as per WSP by set date (NOT ON APR but ON sdbip)	A total number of twenty-two (22) training interventions were coordinated and implemented by 30 June 2018 as follows: *-Risk Management Training – 28 Aug – 1 Sep 2017, for 02;* *-RPL – 28 Aug – 1 Sep 2017; for 10;* *-Compliance Management 18 Sep – 24 Nov 2017, for 01;* *-Examiner of DL – 5 Sep – 9 Sep 2017 (Upgrade), for 01;* *-Examiner of DL – 26 Sep – 24 Oct 2017, for 01;* *-MFMP – 3 July 2017* *-LLF (Employer component) Training – 29 - 30 August 2017, for 05;*	N/A	N/A	R1,000 ,000.00	R1,000,000.0 0	YES, Attend ance Regist er and Quarte rly Traini ng Plan

									-Introduction to SAMTRAC – 2 – 6 Oct 2017, for 02; *-Project Management – 2 -4 Oct 2017, for 30;* *-Minute taking and Report writing – 15 – 17 Nov 2017, for 25* *-Performance Management – 6 -7 Dec 2017, for 02;* *-Credit Control, Debt Collection – 15 -17 Nov 2017, for 03* *-ODETDP – 5 -9 Feb 2018, for 01;* *-ID Cable Spiking Course -9- 10 April 2018, for 03;* *- Cable fault finding – 13 – 14 March 2018, for* - *Introduction to SAMTRAC – 21 – 25/05/2018 –for 03;*					

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
									-Examiner of Motor Vehicle – for 01; *-Online Course on Compliance Management – for 01* *-Construction Roadworks – for 10;* *-GCC – 25 to 26 April 2018 for 05;* *- Performance Management on 13-14 June 2018 for 02; and* *- Local Labour Forum Training on 25-26 June 2018 for 16;*					

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
N/A	N/A	N/A	N/A	N/A	Capacitate, develop, manage and maintain municipal human capital.	P5G9O60.03	Coordinate One (01) Capacity building programme for Councillors by 31 Dec 2017.	Number of Capacity building programme coordinated for Councillors by set date. (NOT ON APR but ON sdbip)	One capacity building was coordinated for Councillors which was held on July to November 2017.	N/A	N/A	R500,000.00	R493,137.87	YES, Submission of Training Request received from Cllrs and attendance registers

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
N/A	N/A	N/A	N/A	N/A	Capacitate, develop, manage and maintain municipal human capital.	P5G9O60.05	Facilitate placement of ten (10) young graduates for Internship Programme by 31 March 2018.	Number of young graduates provided with Internship programme by set date	A total of twelve (12) young graduates were facilitated and placed as follows: ***Corp – 4*** *(HRM – 03 & ICT - 01 from 02/01/2018;* ***OMM – 2*** *(SP& C - 01 & M, E & Risk – 01 from 02/01/2018)* ***COMM. Serv. – 02*** *(Public Safety – 01 & E & Waste – 01 from 02/02/2018).* ***BTO – 5*** *(SCM – 01; Rev. & Exp – 01 from 11/09/2017; Fin. Reporting. – 01 & Budget & P – 01 from 18/09/2017 & 01 from 02/02/2018.*	N/A	N/A	R400,000.00	R300, 000. 00	YES, submission of approval of interns per dept., Schedule of involving and placed interns

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
N/A	N/A	N/A	N/A	N/A	Capacitate, develop, manage and maintain municipal human capital.	P5G9O60.06	Facilitate the placement of twelve (12) students for In – Service Training within the municipality by 30 June 2018.	Number of students placed within the municipality for In – Service training by set date.	A total of twelve (12) students were facilitated and placed as follows: ***Corp – 4*** *(- HRM – 02 from 01/07/2017, & 01 from 16/102017;* *- ICT- 01 from 16/10/2017).* ***OMM – 2*** *(SP& C - 01 from 01/07; & Legal – 01 from 16/10/2017).* ***BTO – 2*** *(SCM – 01 &* *Budget & P – 01 from 16/10/2018.* ***INFRA – 2*** *(Elec. – 2 from 16/10/2018).* ***EDP – 2*** *(LED - 01 from 01/07 & 01 from 16/10/2017).*	N/A	N/A	R200,000.00	R143,161.39	YES, submission of approval of in-service trainees per dept., Schedule of involving and placed interns

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
N/A	N/A	N/A	N/A	N/A	Capacitate, develop, manage and maintain municipal human capital.	P5G9O60.04	Ten (10) employees awarded study financial assistance by 30 June 2018.	Number of Payments made for approved study programs by set date	Financial Study Assistance was awarded to **27** employees as follows: At the beginning of the FY (Q1) a total number of 13 applications were received, tabled and approved at the Training Committee meeting held on 26 August 2017. In Q3 total number of 14 employees were received, tabled and approved at the training committee meeting held on 20 February 2018	N/A	N/A	R500,000.00	R443, 348. 00	YES, Internal Advert, Financial Study Master list

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
To develop an annual workplace skills plan(WSP)	K2.CRS.05	Approval of WSP and Submission to Local Government SETA by 30 April 2017.	Approved WSP by set date	The approved WSP was compiled and submitted to Local Government SETA on the 28th day of April 2017.	Develop an annual workplace skills plan (WSP).	P5G9O61.01	Development of one WSP (2018/19) and Submission of WSP to Local Government. SETA by 30 April 2018.	Number of WSP developed and submitted by set date	Consultation with the stakeholders in respect of annual WSP, through circulation of Skills Audit forms was done on 29 March 2018. 2018/19 Workplace Skills Plan (WSP) and Annual Training Report (ATR) for 2017/2018 were Developed, presented to the Training Committee members on 25 April 2018 & submitted to Local Government SETA on 30 April 2018.	N/A	N/A	N/A	N/A	YES, Proof of circulation of skills audit (email), Acknowledgement letter from LGSETA
N/A	N/A	N/A	N/A	N/A	Encourage and motivate employees and council working towards delivery of services in the municipality.	P5G9O62.01	Staging Staff excellence recognition awards (Khanya Naledi Day) by 30 Dec 2017.	Number of staff excellence award ceremonies held by set date.	Process plan for holding the event was developed on *30 September 2018*, Staff excellence Recognition Awards was held on *13*	N/A	N/A	R380 000.00	R312, 902.23	YES, Action/process plan, schedule of awards, list of award

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
									December 2017. Follow up regarding payment of 10 service providers was made					ees, program, attendance register, photo's
N/A	N/A	N/A	N/A	N/A	Empower and enable municipal Human capital to understand their roles and responsibilities.	P5G9O59.02	Four (4) educational awareness sessions on health and safety for employees held by 30 June 2018.	Number of health, safety and wellness programmes held by set date	Four (04) educational awareness session for employees were conducted as follows: 1.Cancer and Woman's Health Awareness (11 August 2017) 2.HIV/AIDS Awareness on24 November 2017 3.Health, Safety and Wellness (Anti-tobacco awareness on the 18 May 18 4.Financial wellness workshop held on the 11-14 June 18)	N/A	N/A	N/A	N/A	YES, Attendance Register, Internal Memo, Invitation letter
N/A	N/A	N/A	N/A	N/A	Empower and enable municipal	P5G9O	Facilitate the acquisition of legislation	Number of legislation requirement	35 summary of prescribed legislation	N/A	N/A	R 90 000.00	R19, 960.00	YES, , TOR to

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
					Human capital to understand their roles and responsibilities.		requirement information posters for 12 work stations within the municipality by 30 Dec 2017.	information posters acquired & placed by set date	posters were bought and delivered on 14 December 2017.					BSC (Proof of email to SCM)
N/A	**N/A**	N/A	N/A	N/A	Empower and enable municipal Human capital to understand their roles and responsibilities.	**P5G9O59.03**	Conduct Two (2) wellness & Fitness Programmes Events by 30 June 2018	Number of events conducted by set date	Two (2) wellness and fitness programmes Events were held as follows: *13 October 2017, & 16 March 2018*	N/A	N/A	R 160 000.00	R113,505.88	YES, Invitation, programme and attendance register
N/A	**N/A**	N/A	N/A	N/A	Empower and enable municipal Human capital to understand their roles and responsibilities.	**P5G9O59.04**	Appointment of one (1) service provider to facilitate the EAWP by 31 March 2018.	Number of service providers appointed by set date.	Service provider was appointed on 04 May 2018	N/A	N/A	R300 000.00	R80, 745.14	YES, TOR, Advert, project plan, attendance register
N/A	**N/A**	N/A	N/A	N/A	Empower and enable municipal Human capital to understand their roles and responsibilities.	**P5G9O59.04**	100% EAWP cases referred within 60 days of request by 30 June 2018.	Percentage of EAP cases referred within 60 days of request	100% EAWP cases referred within 60 days of request. Four referrals were received and the same employees were referred as follows:	N/A	N/A	N/A	N/A	YES, Quarterly reports

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
									-01 in Q1 – 31/10/2017; -03 in Q4– 20/04/2018.					
N/A	N/A	N/A	N/A	N/A	Empower and enable municipal Human capital to understand their roles and responsibilities.	P5G9O59.05	Facilitate the process of signing of the performance plans by 159 employees on Task Grade 14 – 07 Employees by 31 March 2018	Number of employees who have signed Employees signed Performance Plans for the year 2017/ 2018 FY. by set date	One hundred & sixty seven (167) employees on TASK Grade 14-07 signed performance plans for 2017/2018.	N/A	N/A	N/A	N/A	YES, schedule

N/A	**N/A**	N/A	N/A	N/A	Empower and enable municipal Human capital to understand their roles and responsibilities.	**P5G9O59.06**	Facilitate two (02) performance review sessions for Employees up to Task Grade (TG) 07 (including Management members) by 30 June 2018.	Number of quarterly performance sessions conducted by set date Number of capacity building workshops conducted for councilors and staff by set date	The 2016/17 reviews for employees up to TG 07 *(including Management members)* were scheduled and conducted as follows: - 14 & 18 July 2017; - 24 & 25 July 2017; - 07, 08 & 17 August 2017; -26 to 27 September 2017; -19 and 23 October 2017. The Mid – term performance Assessments for employees *(including management members)* were scheduled and conducted as follows: -19 to 23 February; -26 to 28 February 2018; -15, 19, 20, 26 to 27 March 2018, - 19, 20, 23 to 25 April 2018, -08, 28 to 29 May 2018; and - 04 to 05 June 2018.	N/A	N/A	N/A	N/A	YES, Notice of assessments, attendance register, minutes of assessments

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
N/A	N/A	N/A	N/A	N/A	Provide a healthy, safe, secure and a productive work environment.	P5G10O67.04	To provide 60 staff members with necessary protective uniform by 30 June 2018	Number of staff provided with protective uniform by set date	Protective clothing was delivered on the 21st of February 2018. 108 overalls 2 piece, 54 rain suits, 10 long-sleeved work shirts, 54 golf shirts, 53 long sleeved work shirts, 54 hats, 54 safety boots, 54 PW Leather palm glove, 54 PW PVC palm glove, 54 beanie, 54 High VIZ waistcoat	N/A	N/A	R500 000.00		YES, Delivery Note

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
To coordinate provision of all library and auxiliary services within the Municipality	K2.CRS.22	4 quarterly meetings on: Library, Museum and Auxiliary Services (Cleaning Services and Messenger/Driver Services) 30 June 2017	Number of meetings held by set date	4 quarterly meetings on: Library, Museum and Auxiliary Services (Cleaning Services and Messenger/Driver Services) were held on 29 September 2016, 2 December 2016, and 29 March 2017 and 28 June 2017, minutes of these meetings are available and 4 quarterly reports drawn up.	Coordinate provision of all auxiliary services within the Municipality premises	P5G10O68.01	**2** quarterly reports and **2 sets of minutes** on the Rendering of auxiliary services to all Municipal premises by 30 June 2018	Number of quarterly reports on the rendering of auxiliary services to all municipal premises by set date	4 Quarterly Reports on auxiliary services were submitted to MTM by 30 June 2018.	N/A	N/A	N/A	N/A	YES, Reports submitted to MTM
N/A	N/A	N/A	N/A	N/A	N/A	'	Submission of 12 monthly reports on maintenance and management of Matatiele, Cedarville and Maluti libraries by 30 June 2018.	Number of Monthly reports submitted to MTM by set date	12 monthly reports on maintenance and management of Matatiele, Cedarville and Maluti libraries were submitted to MTM by 30 June 2018.	N/A	N/A	N/A	N/A	YES, Reports

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
N/A	N/A	N/A	N/A	N/A	Recruit and identify beneficiaries from the disadvantaged and marginalized backgrounds on EPWP.	P3G4O35.01	To create 390 Job opportunities by 30 June 2018	Number of employment opportunities created by set date.	411 Employment opportunities were created through PEP by 30 June 2018.	N/A	N/A	R5,680,000.00	R7,137,386.00 (Virement from contracted services: Environment and Waste unit)	YES, List of all beneficiaries per ward and contracts
N/A	N/A	N/A	N/A	N/A	Recruit and identify beneficiaries from the disadvantaged and marginalized backgrounds on EPWP.	P3G4O35.02	12 Monthly reports on Monitoring & evaluation of project progress on PEP (Public Employment Programme) to be submitted to MTM by 30 June 2018	Number of reports on Monitoring & evaluation of project progress on PEP submitted by set date.	12 Monthly reports on Monitoring & evaluation of project progress on PEP were submitted to MTM	N/A	N/A	N/A	N/A	YES, Monthly Reports

To equip youth with adequate skills to attain employment and entrepreneurship	**K3.CRS.01**	Offer Learnerships /apprenticeship programmes/ skills programmes to unemployed youth in the municipality by 30 June 2017	Number of programmes for unemployed youth offered by set date	Learnerships programme on venturenet commenced in June 2016, for 35 learners continued throughout the year 2016/17 and was concluded in May 2017. Five learners are under apprenticeship programme (Electrical). Two learnerships programmes *(Project Management (70) & Business Admin (25)* with a total of 95 learners, approved in Q2/3 were launched on 08 May 2017. These two programmes are funded by Volvo, NOSA & ADR Distributors. Classes commenced on 09 May 2017 at the municipal venues, being Maluti, Nokwezi Hall, & Town Hall.	Create an environment where designated groups actively participate in municipal programmes.	**P3G9404O.02**	Number of learnerships programmes supported administratively and with logistics by set date.	Provide administrative support to the two learnerships programmes by the municipality by 30 June 2018	Training Facilities and Administration support, e.g. Printing, photocopying and emailing were provided learners on Project Management and Business Admin	N/A	N/A	N/A	N/A	YES, Attendance Registers
To support Cooperatives with training.	**K3.EDP.**	To train 40 SMMEs and Co-operatives by 30 June	Number of Cooperatives trained by June 2017	40 SMMEs and Co-operatives have been trained in	Provide training support to 300 SMME'S/coop	**P3G4O3**	Support 52 SMMEs through Skills Development	Number of SMMEs trained by set date	**<u>26</u>** SMMEs were trained in Poultry Management	N/A	N/A	R300,000.00	R150,000.00	YES, Attendance Register and

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
		2017		Financial management 11 August 2016 Business Management 05-07 December 2016 Project Management. 30 May 2017 to 02 June 2017	eratives to cooperatives.		Trainings on poultry management and sewing by 30 June 2018		on the 04th to the 7th December 2017 ,in the second training **26** SMMEs were also TRAINED in Sewing on the 13-16 March 2018					Training Manuals
N/A	N/A	N/A	N/A	N/A	Assist 100 local SMMEs and Co-ops with funding support.	P3G4O37.03	Support 52 Emerging contractors through skills development trainings on construction by 30 June 2018	Number of Emerging contractor trained by set date	A workshop held on the 06th December 2017 in Supply Chain Management processes 52 Emerging Contractors were trained in Homebuilding-Health and Safety on the 13-16 March 2018.	N/A	N/A	R100,000.00	Nil	YES, Attendance Register and Training Manuals

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
N/A	N/A	N/A	N/A	N/A	Provide halter stalls for Informal Traders.	P3G4O38.01	Identification of one (1) suitable site for placing of hawker stalls in Matatiele by 30 June 2018	Number of sites identified for placing Hawker stalls identified by set date	A suitable site for placing of Hawker stalls was identified and approved by development planning unit on the 25th April 2018	N/A	N/A	N/A	N/A	YES, Map for the site and report
N/A	N/A	N/A	N/A	N/A	Review LED Strategy and develop an annual implementation plan for all LED programmes.	P3G4O39.01	Conduct Review of the **LED Strategy** by 30 June 2018	Reviewed LED Strategies by set date	Service Provider to review LED Strategy will be appointed by July 2018.	Bidder was only appointed on 18 July 2018 after bidding process commenced in April 2018. This project required additional funding which was effected after the adjustment budget. In January 2018.	The review of LED Strategy is going to be completed in the 1st quarter in 2018/19 financial year.	R400,000.00	N/A	YES, Advert, Appointment letter

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
N/A	N/A	N/A	N/A	N/A	Review LED Strategy and develop an annual implementation plan for all LED programmes.	P3G4O39.01	Conduct Review of the **Tourism Sector** by 30 June 2018	Reviewed Tourism Sector by set date	Service Provider to review Tourism Section Plan will be appointed by July 2018.	The BEC recommendation was not accepted by the BAC and the project will be re-advertised in 2018/2019.	The review of Tourism sector plan is going to be re-advertised during 2018/19 financial year.	R400,000.00	N/A	YES, Advert, Appointment letter
To have a structure in place that will be responsible for marketing of the area	K3.EDP.11	Four LAT meetings held by 30 June 2017	Number of LAT meetings held by June 2017	Four Local Action Team meetings were held as follows 28 September 2016, 13 December 2016, 29 March 2017, 15 June 2017	Promote procurement of goods and services from local service providers in order to promote local economic development	P3G4O35.01	Conduct four LAT meetings by 30 June 2018	Number of LAT meetings conducted by set date	Local Action Team meetings were held on 27th September 2017, 11 December 2017, 29th March 2018 and 26 June 2018 respectively, in LED Boardroom.	N/A	N/A	R20,000.00	R10,000.00	YES, Invitation letter, Attendance Register and Minutes

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
To have a structure in place that will be responsible for marketing of the area	**K3.EDP.11**	Four LAT meetings held by 30 June 2017	Number of LAT meetings held by June 2017	Four Local Action Team meetings were held as follows 28 September 2016, 13 December 2016, 29 March 2017, 15 June 2017	Support commercial and emerging farmers.	**P3G5O41.02**	Appointment of silo agent by 30 June 2018	Silo agent appointed by set date	Two (2) Farmer Formation meetings held, 1st Farmer formation meeting was held on the 19 March 2018 and 2nd Farmer formation meeting was held on the 14 of June 2018 in the Led boardroom, farmers were represented by their associations	Non-responsive agents	The target is moved to the 2018/2019 FY Q3, as per **P3G04O11.01**	N/A	N/A	YES, Invitation letters, attendance register, report

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
To have a structure in place that will be responsible for marketing of the area	K3.EDP.11	Four LAT meetings held by 30 June 2017	Number of LAT meetings held by June 2017	Four Local Action Team meetings were held as follows 28 September 2016, 13 December 2016, 29 March 2017, 15 June 2017	Support commercial and emerging farmers.	P3G5O41.03	Conduct two (2) meeting with of farmer formations for operation of Fresh Produce Market	Number of meetings with Farmers Formation conducted by set date.	Two (2) Consultation of farmer formations for operation **of Fresh Produce** Market was held, 1st Farmer formation meeting was held on the 19 March 2018 and 2nd Farmer formation meeting was held on the 14 of June 2018 in the Led boardroom, farmers were represented by their associations	N/A	N/A	N/A	N/A	YES, Invitation letters, attendance register, report

N/A	**N/A**	N/A	N/A	N/A	Support 5000 Households in 26 wards with seeds and seedlings for household gardens.	**P3G5O42.01**	Supply 1040 deserving indigents households with seeds and seedlings for household gardens by 30 June 2018	Number of households assisted with seeds and seedlings by set date	950 deserving indigent households were supplied with seeds and seedlings for household gardens on 14 December 2017 and on 16 April 2018, a total number of 1,050 (One thousand, one hundred and fifty) **households** were supplied with the following seedlings: Cabbage, 10,000 Seedlings (Ten thousand), Spinach, 10,000 Seedlings, Green Pepper, 10,000 Seed lings, Carrot were procured seed for seedbed	N/A	N/A	R50,000.00	R26 807.00	YES, list of beneficiaries and report
N/A	**N/A**	N/A	N/A	N/A	Provide efficient support to crafters through Crafter product	**P3G6O45.0**	Update of crafters' database in all 26 wards by 30 June 2018.	Updated crafters database in all 26 wards by set date.	Updated crafters database was developed by Tourism sub	N/A	N/A	N/A	N/A	YES, Advert, Attendance Register (for

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
					Development.				unit in all 26 wards, an advert was issued on the 2nd April 2018 and it was closed on the 30th April 2018, verification was conducted on the 30th April 2018 to the 1st May 2018. The updated crafters market was therefore in place by 30 June 2018.					crafters when submitting data to MLM), Report
To Market Matatiele as a Destination of choice	K3.EDP.02	Host the 6th Matatiele Music Festival by 31 December 2016	Music Festival held by set date	The 6th Matatiele Music Festival was hosted by 17 December 2016	Market Matatiele as a destination of choice through support of local events and initiatives.	P3G6O47.01	Host one (1) 7th Matatiele Music Festival by 31 December 2017	Number of Music Festivals hosted by set date	7th Matatiele music festival was coordinated by Intuli Civils and Events Management company on behalf of Matatiele local Municipality on the 09th December with success.	N/A	N/A	R2,846,382.92	R2,846,382.92	YES, TOR, Advert, Appointment letters and DRAFT Close-out report

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
To Market Matatiele as a Destination of choice	K3.EDP.03	To host tourism month celebration, Mehloding heritage, Ced-Matat heritage race and Matat Fees events by 30 September 2016	Number of events held by set date	Four tourism events were held CED Matat Heritage Event 25 September 2017 Mehloding Tourism Event 24 September 2017 Tourism Month Celebration 30 September 2017 Matat Fees 23-26 September 2017	Market Matatiele as a destination of choice through support of local events and initiatives.	P3G6O47.02	Host one (1) tourism month celebration event by 30 June 2018	Number of Tourism month celebrations hosted by set date.	One (1) Tourism month celebration was hosted on the 3rd October 2017 in partnership with Maluti Drakensburg Trans frontier Parks, and VW as a potential sponsor of the event. Mlumi PTY/LTD coordinated the event on behalf of the Municipality	N/A	N/A	R150,000.00	R150,000.00	YES, Concept document, photo's, close-out and procurement report
					Market Matatiele as a destination of choice through support of local events and initiatives.	P3G6O47.03.1	Support one (1) Matat fees event by 30 June 2018	Number of Matat fees events supported by set date	One (1) Matat Fees was hosted on the 30 September 2017 to the 1st October 2017, Route 56 coordinated the event on behalf of Matatiele Local Municipality	N/A	N/A	R500,000.00	R490 000.00	YES, DRAFT Close-out Report and photo's

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
					Market Matatiele as a destination of choice through support of local events and initiatives.	P3G6O47.03.3	Support one (1) Mehloding heritage Event 31October 2017	Number of Mehloding Heritage Events supported by set date.	Mehloding heritage trust was hosted on the 21 September 2017 showcasing indigenous horse racing and biking in ward 13 Mparane A/A.	N/A	N/A	R150,000.00	R150 000.00	YES, photos and close-out report
					Market Matatiele as a destination of choice through support of local events and initiatives.	P3G6O47.03.4	Support of one (1) Ced-Matat Heritage race by 30 June 2018	Number of Ced-Matat heritage race supported hosted by set date.	Ced Matat heritage race was hosted on the 16th October 2017, patrons from Lesotho, Zimbabwe and Swaziland joined the race as competitors	N/A	N/A	R500,000.00	R450,000.00	YES, photos and close-out report

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
To Market Matatiele as a Destination of choice	K3.EDP.04	Support two Tourism product owners to showcase products at the Tourism Indaba by 30 June 2017	Number of Tourism product owners marketing in the event	2 tourism product owners support and showcased products in Tourism Indaba was attended on the 16-18 May 2017 in Durban	Promote and Market Matatiele as a Destination of choice through show casing of tourism products in annual national and provincial events.	P3G6O48.01	Support two Tourism product owners to showcase products at the Tourism Indaba, by 30 June 2018	Number of Tourism product owners attended the event by set date.	3 Tourism product owners attended tourism Indaba on the 8th -10 of May 2018, Matatiele local Municipality assisted the product owners with booking and accommodation as part of strengthening destination Marketing for Matatiele. Close out report for Tourism Indaba 2018 has was developed	N/A	N/A	R395,000.00	R391,770.25	YES, Attendance Register, photo's, Proof of payment and close-out report

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
N/A	N/A	N/A	N/A	N/A	Promote and Market Matatiele as a Destination of choice through show casing of tourism products in annual national and provincial events.	P3G6O48.02	Produce one (1) tourism Promotion Video by 30 June 2018	Tourism Promotion Video produced by set date	Tourism promotional video was produced in April 2018 and submitted to EDP Department this video was produced so as to enhance destination marketing for Matatiele and was first shown at the Tourism Indaba in May 2018.	N/A	N/A	R100,000.00	R100,000.00	YES, Advert, appointment letter and video
N/A	N/A	N/A	N/A	N/A	Promote public awareness and consumer Education on municipal programmes and services.	P6G13O88.02	Conduct one (1) tourism Awareness campaign for the establishment of tourism projects/businesses in ward 19 by 30 June 2018	Number of Awareness campaigns held by set date	Tourism Manual developed as a concept document to host the Tourism awareness campaign which was held on the 20th March 2018	N/A	N/A	R10,000.00	R5,000.00	YES, Tourism Manual, Attendance Register

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
N/A	N/A	N/A	N/A	N/A	Market Matatiele as a destination of choice through functioning of the LTO.	P3G6O49.01	Conduct four (4) quarterly Local tourism organization meetings by 30 June 2018	Number of LTO meetings conducted by set date	Four Local Tourism Organization (LTO) meetings were held in October 2017,December 2017, 20th March 2018 and on the 2nd May 2018 in the LED Boardroom	N/A	N/A	R50,000.00	R20,000.00	YES, Invitation letter, attendance register and Minutes of Meetings
To market Matatiele as a destination of choice	K3.EDP.01	Review and re design of tourism brochure by 30 June 2017	Reviewed Tourism brochure by set date	Tourism brochure reviewed on the 16th of May 2017 5000 brochures printed and distributed in Tourism Information Centre	Promote and Market Matatiele as a Destination of choice through show casing of tourism products in annual national and provincial events.	P3G6O48.03	Subscribe to one (1) Tourism magazine by 30 June 2018	Number of tourism magazines subscribed by set date	Subscription to explore Tourism magazine was done on 16 January 2018, this is the only international tourism magazine that is able to feature vast coverage of towns that are using the magazine to advertise their tourism products	N/A	N/A	R30,000.00	R27,000.00	YES, One article in the Tourism Magazine on 16 January 2018

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
Ensure that all service providers used by the municipality to procure goods and services are registered on the municipal database and NT database	**K3.BTO.01**	50% of Procurement between R30 000 – R200 000 procured locally by 30 June 2017	Percentage of procurements between R30 000.00 and R20 000.00 procured locally by set date	More than 50% of Procurement between R30 000 – R200 000 procured locally, monthly and quarterly reports indicate an average of 100% procurement. Monthly and quarterly reports indicate percentage of procurement for each reporting cycle. **71% (29 out of 41)**	Promote procurement of goods and services from local Service providers in order to promote local economic development.	**P3G4O34.01**	55% of Procurement between R30 000 – R200 000 procured locally by 30 June 2018	Percentage of procurements between R30,000.00 and R200,000.00 procured locally by set date	65% of procurement between R30, 000-R200, 000 was procured locally (within Matatiele) 55 quotations were awarded in the 2017/2018 financial year and 36 quotations were awarded to service provider within Matatiele.	N/A	N/A	N/A	N/A	YES, Appointment letters and Quotation Register
Ensure that all service providers used by the municipality to procure goods and services are registered on the municipal database and NT database	**K3.BTO.02**	20% of procurement above R200 000 procured locally by 30 June 2017	Percentage of procurements above R200 000.00 procured locally by set date	More than 20% of procurement above R200 000 procured locally. Monthly and quarterly reports indicate percentage of procurement for each reporting cycle. **17% (7 out of 42)**	Promote procurement of goods and services from local Service providers in order to promote local economic development.	**P3G4O34.02**	30% of procurement above R200 000 procured locally (within EC) by 30 June 2018	Percentage of procurements above R200 000.00 procured locally (within EC) by set date	38% of procurement above R 200 000.00 was procured within Eastern Cape 62 bids awarded in 2017/2018 financial year and 24 bids were awarded to bidders within Eastern Cape	N/A	N/A	N/A	N/A	YES, Appointment letters and Bid Register

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
N/A	N/A	N/A	N/A	N/A	Review LED Strategy and develop an annual implementation plan for all LED programmes.	P3G4O39.01	Conduct Review of the LED Strategy by 30 June 2018	Reviewed LED Strategies by set date	Service Provider to review LED Strategy & Tourism Section Plan will be appointed by July 2018.	Bidder was only appointed on 18 July 2018 after bidding process commenced in April 2018. This project required additional funding which was effected after the adjustment budget. In January 2018.	The review of LED Strategy is going to be completed in the 1st quarter in 2018/19 financial year.	R400,000.00	N/A	YES, Advert, Appointment letter

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE- Yes/ No
Ensure that we fully comply with MFMA – with regards to reports that need to be submitted.	K4.BTO.01	Submission of monthly budget statements (section 71) reports to National Treasury, Provincial Treasury and mayor within 10 working days of the following month	Number of budget statements (section 71) reports submitted within prescribed timeframe	Twenty six (26) monthly reports were sent on the following dates: 14th August 2016 10th working day); 12th September 2016 (8th working day); 13th October 2016 (9th working day); 09th November 2016 (7th working day); 14th December 2016 (10th working day); 13th January 2017 (9th working day); 14th February 2017 (10th working day); 13th March 2017 (9th working day); 18th April 2017 (10th working day); 15th May 2017 (10th working day);	Ensure that we fully comply with MFMA – with regards to reports that need to be submitted.	P2G3O15.01	Submission of monthly (section 71) reports to National Treasury, Provincial Treasury and mayor on the 10th working day of every month	Number of Section 71 reports submitted by set date.	Twenty four (24) monthly reports were sent on the following dates: 15th August 2017 (10th working day); 14th September 2018 (10th working day); 12th October 2017 (9th working day); 13th November 2017 (9th working day); 15th December 2017 (10th working day); 15th January 2018 (10th working day); 12th February 2018 (8th working day); 13th March 2018 (9th working day); 13th April 2018 (10th working day); 14th May 2018 (10th working day); 14th June 2018 (10th working day); 13th July 2018 (10th working day).	N/A	N/A	N/A	N/A	YES, submission letters from NT

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE- Yes/ No
				14th June 2017 (10th working day); 13th July 2017 (9th working day).										
Ensure that we fully comply with MFMA – with regards to reports that need to be submitted.	K4.BTO.02	Submission of quarterly reports (section 52d reports and withdrawal report) National Treasury, Provincial Treasury by the 10th working of each quarter	Number of section 52d reports submitted by set timeframe	Seven (7) quarterly reports were sent on the following dates: 13th October 2016 (9th working day); 13th January 2017 (9th working day); 18th April 2017 (10th working day); 13th July 2017 (9th working day).	Ensure that we fully comply with MFMA – with regards to reports that need to be submitted.	**P2G3O15.02**	Submission of four (4) quarterly reports (section 52d reports and withdrawal report) to National Treasury, Provincial Treasury by the 10th working day of each quarter.	Number of section 52d reports and withdrawal reports submitted by set date	Five (5) quarterly reports were sent on the following dates: 12th October 2017 (9th working day); 15th January 2018 (10th working day); 13th March 2018 (9th working day); 13th July 2018 (10th working day).	N/A	N/A	N/A	N/A	YES, Submission letters from NT
Ensure that we fully comply with MFMA – with regards to reports that need to be submitted.	K4.BTO.03	One annual banking details to be reported to National Treasury by 01 July 2016	Annual banking details submitted by set date	One (1) annual banking details were sent on the following date: 21st June 2016 (7 days before the due date).	Ensure that we fully comply with MFMA – with regards to reports that need to be submitted.	**P2G3O15.03**	One annual banking details to be reported to National Treasury by 01 July 2017.	Number of report submitted by set date	One (1) annual banking details report was submitted to National Treasury on the following date: 13th June 2017 (12th working day before due date)	N/A	N/A	N/A	N/A	YES, Confirmation from NT

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE- Yes/ No
Ensure that we fully comply with MFMA – with regards to reports that need to be submitted.	K4.BTO.04	Submission of quarterly reports, withdrawal report National Treasury, Provincial Treasury by 30 June 2017	Number of withdrawal reports submitted by set date	Seven (7) quarterly reports were sent on the following dates: 13th October 2016 (9th working day); 13th January 2017 (9th working day); 18th April 2017 (10th working day); 13th July 2017 (9th working day).	Ensure that we fully comply with MFMA – with regards to reports that need to be submitted.	**P2G3O15.04**	Submission of 4 quarterly reports withdrawal to National Treasury, Provincial Treasury by 30 June 2018.	Number of quarterly withdrawal reports submitted by set date	Four (4) quarterly reports were sent on the following dates: 12th October 2017 (9th working day); 15th January 2018 (10th working day); 13th March 2018 (9th working day); 13th July 2018 (10th working day).	N/A	N/A	N/A	N/A	YES, Confirmation from NT
Compliance with the requirements of the MFMA annual report	K4.BTO.09	Mid – Term report to be submitted to Management Team, Standing Committee, EXCO, Council, National and Provincial by the 25th January 2017.	Date of Submission of Mid-term budget report	The mid-term report was submitted National and Provincial Treasury on the following date: 25th January 2017.	Ensure that we fully comply with MFMA – with regards to reports that need to be submitted.	**P2G3O15.05**	Submission of Mid – Term report to Management Team, Standing Committee, EXCO, Council and National and Provincial by the 25th January.	Date of Submission of mid-term report by set date.	One (1) mid-term report was done and submitted to Mayor, Provincial and National Treasury on the 25th January 2018.	N/A	N/A	N/A	N/A	YES, Report
Ensure that we fully comply with MFMA – with regards to reports that need to be submitted.	K4.BTO.05	12 monthly bank reconciliations reconcile to the General Ledger and signed off by the Chief	Number of bank reconciliations reconciled to the General Ledger and signed off by the CFO by set timeframe	Twelve (12) monthly bank reconciliations were done and signed off on the following dates:	Ensure that we fully comply with MFMA – with regards to reports that need to be submitted.	**P2G3O15.06**	12 monthly bank reconciliations to be submitted to Management Team, Standing Committee,	Number of submitted monthly reconciliation by set date	Twelve (12) monthly reconciliations were done and signed on the following dates: 04th August 2017;	N/A	N/A	N/A	N/A	YES, Bank Recon. Retrieved from the

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/ No
		Financial Officer by 30 June 2017.		04th August 2016 (4th working day); 05th September 2016 (3rd working day); 05th October 2016 (3rd working day); 2nd November 2016 (2nd working day); 12th December 2016 (8th working day); 05th January 2017 (3rd working day); 06th February 2017 (4th working day); 08th March 2017 (06th working day); 06th April 2017 (4th working day); 10th May 2017 (7th working day); 06th June 2017 (4th working day); 10th July 2017 (6th working day).			EXCO, Council and National and Provincial Treasury by the 10th working day of the following month.		07th September 2017; 05th October 2017; 07th November 2017; 06th December 2017; 05th January 2018; 05th February 2018; 05th March 2018; 05th April 2018; 15th May 2018; 08th June 2018; 06th July 2018					system

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE- Yes/ No
Ensure that we fully comply with MFMA – with regards to reports that need to be submitted.	K4.BTO.06	12 monthly investment registers reconcile to the General Ledger and signed off by the Chief Financial Officer and submitted to MTM, Standing Committee, EXCO, and Council by 30 June 2017.	Number of monthly investment registers submitted by set timeframe	Twelve (12) monthly investment registers were done and signed off on the following dates: 04th August 2016 (4th working day); 05th September 2016 (3rd working day); 05th October 2016 (3rd working day); 2nd November 2016 (2nd working day); 12th December 2016 (8th working day); 05th January 2017 (3rd working day); 06th February 2017 (4th working day); 08th March 2017 (06th working day); 06th April 2017 (4th working day); 10th May 2017 (7th working day);	Ensure that we fully comply with MFMA – with regards to reports that need to be submitted.	P2G3O15.07	12 monthly investment register to be submitted to Management Team, Standing Committee, EXCO, Council and National and Provincial Treasury by the 10th working day of the following month.	Number of monthly investment registers submitted by set date	Twelve (12) monthly investment registers were done and signed on the following dates: 04th August 2017; 07th September 2017; 05th October 2017; 07th November 2017; 06th December 2017; 05th January 2018; 05th February 2018; 05th March 2018; 05th April 2018; 15th May 2018; 08th June 2018; 06th July 2018.	N/A	N/A	N/A	N/A	YES, Investment Register Report

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/ No
				06th June 2017 (4th working day); 10th July 2017 (6th working day).										
N/A	N/A	N/A	N/A	N/A	Improve administrative capacity of the municipality.	**P2G3O28.03**	Annual review of 6 policies and Standard Operating Procedures within the legislative prescripts of MFMA, MSA, MPRA and NT Guidelines by 30 June 2018.	Number of reviewed policies by set date	Six (6) policies within the legislative prescripts of MFMA, MSA, MPRA and NT Guidelines were approved by Council on the 29th of May 2018. (CR357/29/05/2018)	N/A	N/A	N/A	N/A	YES, Council Extract
Ensure that the municipality reports on the reviewed or adjusted budget as per expenditure pertains as at 31st December 2016	K4.BTO.09	Prepare and Submit adjusted budget to Management Team, Standing Committee, EXCO, Council and National and Provincial Treasury by the 28th February 2017.	Adjusted budget submitted to Management Team, Standing Committee, EXCO, and Council by set date	The adjustment budget was prepared, submitted and approved on the following dates: 27 January 2017 CR 66/27/01/2017.	Ensure that the municipality implements the tabled annual budget process plans.	**P2G3O18.01**	Prepare and Submit adjusted budget to Management Team, Standing Committee, EXCO, Council and National and Provincial Treasury by the 28th February of each year	Adjusted budget submitted to Management Team, Standing Committee, EXCO, and Council by set date	One (1) adjustment budget was approved by council on 26th February 2018. It was sent to both treasuries within the 10 working days as per the requirement. (CR296/26/02/2018)	N/A	N/A	N/A	N/A	YES, Council Extract

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE- Yes/ No
Ensure that the municipality reports on the tabled budget process plan for 2017/2018	K4.BTO.10	Budget Process Plan (One time schedule) submitted to Management Team, Standing Committee, EXCO, Council and National and Provincial Treasury by for the next financial year 10 months before start of new financial year	Submitted Process Plan to Management team, Standing Committee, EXCO, Council and National and Provincial Treasury by set date.	The process plan was approved on the following date: 02nd August 2016.	Ensure that the municipality implements the tabled annual budget process plans.	**P2G3O18.02**	Budget Process Plan (One time schedule) submitted to Management Team, Standing Committee, EXCO, Council and National and Provincial Treasury by for the next financial year 10 months before start of new financial year	Submitted Process Plan to Management team, Standing Committee, EXCO, Council and National and Provincial Treasury by set date.	One (1) budget process plan was submitted for approval by council on the following dates: 28th July 2017 (CR 182/28/07/2017)	N/A	N/A	N/A	N/A	YES, Plan and Council Extract

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE- Yes/ No
Ensure that the municipality reports on the tabled draft budget	K4.BTO.11	Submit tabled draft budget that is aligned to the IDP 90 days before the start of a new financial year to Management Team, Standing Committee, EXCO, Council and National and Provincial Treasury.	Tabled and submitted draft budget to Management Team, Standing Committee, EXCO, Council, National and Provincial Treasury by set date.	The draft budget was tabled and submitted on the following dates: 24th March 2017 (Tabled to Council with CR 112/24/03/2017) 01 April 2017 (Submission date). One (1) budget outreach was conducted from 10th – 13th April 2017.	Ensure that the municipality implements the tabled annual budget process plans.	P2G3O18.03	Submit tabled draft budget that is aligned to the IDP 90 days before the start of a new financial year to Management Team, Standing Committee, EXCO, Council and National and Provincial Treasury.	Tabled and submitted draft budget to Management Team, Standing Committee, EXCO, Council, National and Provincial Treasury by set date.	One (1) draft budget for 2018/19 financial year which is aligned to the IDP was tabled to council on the 28th March 2018. It was sent to both treasuries on the 03rd April 2018 as per the requirements. (CR300/28/03/2018)	N/A	N/A	N/A	N/A	YES, Draft Budget, Council Extract, Proof of submission from NT
Ensure that the municipality reports on the tabled draft budget	K4.BTO.12	Submit Approved budget that is aligned to the IDP to Management Team, Standing Committee, EXCO, Council and National and Provincial Treasury by 30 June 2017.	Approved and submitted budget to Management Team, Standing Committee, EXCO, Council, National and Provincial Treasury by set date	The budget was approved, submitted, and advertised on the following dates: Approved = 29 May 2017 (CR 112/24/03/2017); Submitted = 12th June 2017; Advertised = 09th June 2017.	Ensure that the municipality implements the tabled annual budget process plans.	P2G3O18.03	Submit Approved budget that is aligned to the IDP to Management Team, Standing Committee, EXCO, Council and National and Provincial Treasury by 30 June 2018.	Approved budget submitted to Management Team, Standing Committee, EXCO, Council, National and Provincial Treasury by set date.	One (1) 2018/19 MTERF Annual Budget that is aligned to the IDP approved on the 29th May 2018 and submitted to Management Team, Standing Committee, EXCO, Council and National and Provincial Treasury on the 12 June 2018. (CR357/29/05/2018)	N/A	N/A	N/A	N/A	YES, FINAL Budget, Council Extract, Proof of submission from NT

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE- Yes/ No
Ensure that the municipality holds the public participation as per MFMA	K5.BTO.03	One Budget Community Outreach held by 30 April 2017	Number of public meetings held by set date	One (1) budget outreach was conducted from 10th – 13th April 2017.	Ensure that the municipality implements the tabled annual budget process plans.	**P2G3O18.04**	Conduct a Budget Community Outreach by 30 April 2018	Budget Community Outreach conducted by set date	One (1) Budget Community Outreach was held on the 09th – 13th April 2018.	N/A	N/A	R300,000.00	R300,000.00	YES, Outreach programme and advert
Ensure that departments don't spend more than what they have budgeted for	K4.BTO.14	Submit 12 monthly reports to Management Team by the 10th working day of the following month.	Number of Monthly reports submitted to Management Team by set time frame.	Twelve (12) monthly reports were sent as follows: 09th August 2016; 10th September 2016; 11th October 2016; 12th November 2016; 12th December 2016; 10th January 2017; 09th February 2017; 09th March 2017; 06th April 2017; 15th May 2017; 12th June 2017; 06th July 2017.		**P2G3O16.02**	Submit 12 monthly reports to Management Team by the 10th working day of the following month.	Number of Monthly reports submitted to Management Team by set date	Twelve (12) monthly reports were submitted to management team on the following dates: 14th August 2017; 07th September 2017; 06th October 2017; 08th November 2017; 07th December 2017; 04th January 2018; 08th February 2018; 09th March 2018; 05th April 2018; 14th May 2018; 12th June 2018, 10th July 2018.	N/A	N/A	N/A	N/A	YES, 12 Monthly reports

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE- Yes/ No
To improve efficiency and effectiveness	K5.OMM.37	Four quarterly reports on MSCOA Implementation and compliance	Number of MSCOA reports	Four quarterly reports on MSCOA Implementation and compliance: 15th Sep 2017, 31st Dec 2017, 28 Apr 2017 30 Jun 2017,	Implementation of and adherence to SCOA regulations	**P2G3O17.01**	Hold 4 quarterly mSCOA steering committee meetings. Ensure mSCOA is fully implemented by 30 June 2018	Number of meetings held by set date	Two (2) mSCOA steering committee meetings were held on the following dates: 14th September 2017; 16th May 2018.	The other two were not met due non-availability of members.	To hold all four meetings in the 2018/19 financial year **and incorporate these meetings into the General Management Team (GMT) meetings as the members form part this structure**.	R1,900,000.00	R1,900,000.00	YES, Agenda, Attendance Register, Minutes of Meetings
Capacitate, develop, manage and maintain municipal human capital.	K2.BTO.01	Two trainings to be attended by 31 March 2017.	Number of trainings by set date	Three (3) following trainings were attended as follows: NERSA – 20th - 22nd September 2016. MUNSOFT – 22nd November 2016; Budget – 17th March 2017.		**P2G2O28.03**	One training to be attended by 31st March 2018.	Number of trainings attended by set date	Four (4) trainings were attended on the following dates: **15th - 16th February 2018** (Budget preparation for 18/19) **15th March 2018** (mSCOA with PT); **21-23 May 2018** (mSCOA with Munsoft); **11-12 June 2018** (mSCOA with Munsoft).	N/A	N/A	R10,000.00	R10,000.00	YES, Invites, Attendance Register

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE- Yes/ No
N/A	N/A	N/A	N/A	N/A	Submission of Mid-year budget and performance assessment in terms of section 72 of MFMA. 7	**P2G3O21.01**	Mid – Term report to be submitted to Management Team, Standing Committee, EXCO, Council and National and Provincial Treasury by the 25th January.	Mid-term report submitted by set date.	One (1) mid-term report The mid-term report was submitted to relevant committees and treasury (National and Provincial) on the following date: 25th January 2018.	N/A	N/A	N/A	N/A	YES, Mid-term report and confirmation from Treasury
N/A	N/A	N/A	N/A	N/A	Submission of monthly financial statements as per section 122 of MFMA.	**P2G3O19.01**	12 monthly reconciled general ledger control accounts as per checklist signed off by the CFO by 30 June 2018.	Number of submitted monthly reconciliation by set date.	Twelve (12) monthly general ledgers were reconciled to control accounts on the following dates: 04th August 2017; 07th September 2017; 05th October 2017; 07th November 2017; 06th December 2017; 05th January 2018; 05th February 2018; 05th March 2018; 05th April 2018; 15th May 2018, 08th June 2018, 06th July 2018	N/A	N/A	N/A	N/A	YES, Checklist and reconciliations

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE- Yes/ No
N/A	N/A	N/A	N/A	N/A	Submission of monthly financial statements as per section 122 of MFMA	**P2G3O19.01**	12 monthly cash flow projections analysis reports to be submitted to Management Team, 10th working day of the following month	Number of monthly cash flow projection analysis reports submitted by set date	12 monthly cash flow projections analysis reports submitted to Management Team incorporated in the monthly MTM reports as follows; 15 August 2017; 12 September 2017 and 10 October 2017. 13 November 2017; 11 December 2017; 09 January 2018. 13 February 2018; 14 March 2018; 10 April 2018. 15 May 2018; 12 June 2018; 10 July 2018.	N/A	N/A	N/A	N/A	YES, Council Extracts
N/A	N/A	N/A	N/A	N/A	Improve administrative capacity of the municipality.	**P2G2O28.03**	Annual review of two (2) Budget policies and SOP within the legislative prescripts of MFMA, MSA, MPRA and NT Guidelines by 30 June 2018.	Number of reviewed policies and SOP's by set date	Two (2) policies within the legislative prescripts of MFMA, MSA, MPRA and NT Guidelines were approved by Council on the 29th of May 2018. (CR357/29/05/2018)	N/A	N/A	N/A	N/A	YES, Council Extract
Ensure that loans that were taken	K4.BTO.07	12 monthly external and internal loan	Number of reports on loan	Twelve (12) monthly reports were	Ensure that the municipality	**P2G3O 18.05**	12 reports on Repayments of loans taken	Number of reports on loan	Twelve (12) monthly reports	N/A	N/A	N/A	N/A	YES, Confirmati

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE- Yes/ No
are being serviced		reports on Repayments of loans submitted to Management Team, Standing Committee, EXCO, Council, National and Provincial Treasury by the 10th working day of the following month.	repayments by set timeframe.	sent on the following dates: 14th August 2016 10th working day); 12th September 2016 (8th working day); 13th October 2016 (9th working day); 09th November 2016 (7th working day); 14th December 2016 (10th working day); 13th January 2017 (9th working day); 14th February 2017 (10th working day); 13th March 2017 (9th working day); 18th April 2017 (10th working day); 15th May 2017 (10th working day); 14th June 2017 (10th working day); 13th July 2017 (9th working day).	implements the tabled annual budget process plans.		and reported to Management Team, Standing Committee, EXCO, Council, National and Provincial Treasury by the 10th working of the following month.	repayments submitted by set date.	were sent on the following dates: 15th August 2017 (10th working day); 14th September 2018 (10th working day); 12th October 2017 (9th working day); 13th November 2017 (9th working day); 15th December 2017 (10th working day); 15th January 2018 (10th working day); 12th February 2018 (8th working day); 13th March 2018 (9th working day); 13th April 2018 (10th working day); 14th May 2018 (10th working day); 14th June 2018 (10th working day); 13th July 2018 (10th working day)					on from NT

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE- Yes/ No
Fully compliance with the requirements of the MFMA.	K4.BTO.08	12 monthly interim financial statements prepared and submitted to Management Team, Standing Committee, EXCO, and Council by the 10th working day of the following month.	Number of financial statements submitted by set date	Twelve (12) monthly reports were sent on the following dates: 14th August 2016 10th working day); 12th September 2016 (8th working day); 13th October 2016 (9th working day); 09th November 2016 (7th working day); 14th December 2016 (10th working day); 13th January 2017 (9th working day); 14th February 2017 (10th working day); 13th March 2017 (9th working day); 18th April 2017 (10th working day); 15th May 2017 (10th working day); 14th June 2017 (10th working day);	Ensure that the municipality implements the tabled annual budget process plans.	P2G3O18.06	12 monthly financial statements to be submitted to Management Team, Standing Committee, EXCO, and Council as per the meetings calendar schedule.	Number of submitted monthly financial statements by set dates	11 monthly Interim financial statements submitted to Management Team, Standing Committee, EXCO, Council through MTM monthly reports as follows; 15 August 2017; 12 September 2017; 10 October 2017. 13 November 2017; 11 December 2017; 09 January 2018. 13 February 2018; 14 March 2018; 18 June 2018 – Mid-Term AFS; 11 July 2018 – May Interim Financials.	May 2018 Interim financials not submitted. Monthly Interim financials for end May 2018 as prepared in-house and finalized on the 11 July 2018.	Continuous Training on Caseware.	R2,579,305.61	R2,579,305.61	YES, Interim financials

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE- Yes/ No
				13th July 2017 (9th working day).										
N/A	N/A	N/A	N/A	N/A	Improve administrative capacity of the municipality.	'	Two trainings to be attended by 30 June 2018.	Number of trainings attended by set date	Four (4) trainings and Two (2) workshops were attended as followings during 2018/2018: Attended preparation of AFS training for all Accountants and other officials responsible for AFS preparations conducted by Protea Consulting on the 29 September 2017. Attended a training for preparation of DForms on the 10 and 11 October 2017. Attended GRAP workshop/ training on the 19 March 2018. Attended mSCOA	N/A	N/A	R20,000.00	R20,000.00	YES, Invitation and Attendance Register

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE- Yes/ No
									workshop on Audit readiness and AFS preparation on the 09-10 May 2018. Attended Munsoft mSCOA **workshop** on the 21-23 May 2018. Attended GRAP Training on the 26 June 2018.					
N/A	N/A	N/A	N/A	N/A	Submission of monthly financial statements as per section 122 of MFMA	**P2G3O16.02**	Submit 12 monthly reports to Management Team, STANCO, EXCO AND Council.	Number of Monthly statement of financial performance reports submitted to Management Team by set date.	12 Monthly reports submitted and tabled to Management Team on the following dates: 15 August 2017; 12 September 2017; 10 October 2017. 13 November 2017; 11 December 2017; 09 January 2018. 13 February 2018; 14 March 2018; 10 April 2018. 15 May 2018; 12 June 2018; 10 July 2018 and Quarterly to Council.	N/A	N/A	N/A	N/A	YES, Council Extract

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE- Yes/ No
Ensure that the municipality is able to fairly produce its annual financial statements	K4.BTO.15	Submit GRAP compliant Annual Financial Statements to Management Team, Audit Committee, Auditor-General, National and Provincial Treasury by the 31st August 2016.	Submitted GRAP Compliant Annual Financial Statements to Management Team, Audit Committee, Auditor-General, National Treasury and Provincial Treasury by the set date.	The GRAP Compliant Annual Financial Statements were submitted to the office of the Auditor-General on the following date: 31st August 2016.	Ensure that the municipality is able to fairly produce its annual financial statements.	**P2G3O20.01**	Submit GRAP compliant Annual Financial Statements to Management Team, Audit Committee, Auditor-General, National and Provincial Treasury by the 31st August.	Submitted GRAP Compliant Annual Financial Statements by set date.	Submitted GRAP compliant Annual Financial Statements to Management Team, Internal Audit and Audit Committee through Audit Committee meetings as follows; The first draft submitted on the 31 July 2017; second draft on the 15 August 2017; third draft on the 21 August 2017 and fourth draft on the 29 August 2017 during the Audit Committee meeting. Auditor-General, National and Provincial Treasury submitted by the 31st August 2017.	N/A	N/A	R1,708,200.00	R877,800.00	YES, Proof of submission and AFS

To ensure the maintenance of GRAP Compliant Updated Register and it's Reconciliation to General Ledger.	K4.BTO.31	12 Monthly reports on additions of asset on the asset register and Physical verification of non-infrastructure assets N/A	Number of reports on asset additions on register and physical verification of non-infrastructure assets done	Updated Fixed Assets Register monthly and report submitted to Management Team Meetings (MT). N/A	Ensure maintenance of GRAP compliant FAR.	**P2G3O22.01**	Prepare and maintain GRAP compliant FAR reconciliations to General Ledger by 30 June 2018.	GRAP Compliant Fixed Assets Register (**FAR**) by set date.	Physical verification for all movable assets to identify obsolete assets was performed on the first week of October 2017 for the first quarter of 2017/2018. Quarterly physical verifications conducted to identify any obsolete assets for either write offs or disposals performed in January 2018. Physical verification for quarter 3 ended 31 MARCH 2018 done and completed in April 2018. Physical verification for quarter ended 30 JUNE 2018 done and completed in July 2018. Verification of each quarter is done after the end of the quarter hence the reporting overlaps to the next quarter.	N/A	N/A	N/A	N/A	YES, FAR and Quarterly verification reports

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE- Yes/ No
					Ensure maintenance of GRAP compliant FAR.	P2G3O22.02	Ensure annual Risk cover of municipal assets as per council policy by 30 June 2018.	Insurance service provider appointed by set date	Indwe Risk Services (PTY) Ltd (as a municipal assets insurance and risk cover) has been appointed for a three year contract with effect from the 01 August 2017. Assets additions are insured monthly and premiums paid based on the invoices.	N/A	N/A	R1,150,000.00	R755,191.65	YES, Appointment letter
					Ensure maintenance of GRAP compliant FAR.	P2G3O22.02	GRAP compliant Fixed Asset Register updated by 30 June 2018.	Updated Infrastructure Fixed Assets Register by set date.	Sondlo Chartered Accountants Inc appointed on the 04 May 2018 and the project is at implementation stages. First progress report presented in the Steering committee meeting on the 31 MAY 2018. Second Progress report presented to the project steering committee meeting on the 19 JUNE 2018. The first draft	N/A	N/A	R 2 058 720.00	R 489 787.30	YES, Appointment letter and FAR

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE- Yes/ No
									FAR due on the 15 JULY 2018.					
N/A	N/A	N/A	N/A	N/A	Ensure that all Service providers used by the municipality to procure goods and services are registered on the NT database.	**P2G3O24.01**	Invitation of Accredited prospective service providers to register on CSD by 30 June 2018	Invitation Notice issued by set	One invitation for service providers to register on CSD was published on 11 August 2017 in the Daily Dispatch	N/A	N/A	R20,000.00	R15,000.00	YES, Invitation/ Advertisement
Ensure that all Service providers used by the municipality to procure goods and services are registered on the municipal database and NT database	K3.BTO.03	60% of bids done through competitive bidding by 30 June 2017	Percentage of bids done through competitive bidding by set date	100% of the procurement above R30 000 and above R 200 000 were procured through normal bidding processes.	Identification and prevention of Irregular Expenditure.	**P2G3O25.01**	60% of bids done through competitive bidding by 30 June 2018	Percentage of bids done through competitive bidding by set date	96% of procurement in 2017/2018 financial year was procured through competitive bidding process. Total procurement for 2017/2018 financial year amounted to R180 693 294.16 and R173 384 795.25 was procured through competitive bidding process	N/A	N/A	N/A	N/A	YES, Deviation, Bid, Quotation Register and appointment letter

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/ No
Preparation of integrated Procurement Plan		100% Implementation of the approved procurement Plan by 30 June 2017	100% implementation of procurement plan	93% Implementation of procurement plan Total no of bids as per approved procurement plan 39 project were awarded, 4 projects were advertised and bidders were non responsive, 3 projects were not awarded	Preparation of annual integrated Procurement plans.	**P2G3O23.02**	100% Implementation of the approved procurement Plan by 30 June 2018.	Percentage of implemented procurement plan by set date.	100% of approved procurement plan was implemented 59/59 projects on the procurement plan were implemented.	N/A	N/A	N/A	N/A	YES
Ensure that Bid committee structures are in place and functional	K2.BTO.03	Facilitate Bid committee training by 31 March 2017	Bid committee trained by set date	21. Bid Committee training – 19 – 23/06/17, for 30 members	Ensure that Bid committee structures are in place and functional.	**P2G3O26.01**	Establishment of Bid Committee by 30 June 2018	Established bid committee by set date	Twenty (20) Bid committee members for the three (3) Bid committees were appointed by the Accounting Officer on 1 July 2018 as follows: Bid Specification Committee (BSC) **{7 members}**, Bid Evaluation Committee (BEC) **{8 members}** and Bid Adjudication	N/A	N/A	N/A	N/A	YES, Bid Committee appointment letters

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE- Yes/ No
									Committee **{5 members}**.					
Ensure that Bid committee structures are in place and functional	K4.BTO.28	Ensure 80 days turnaround time from closing date for the awarding of bids	Number of days for awarding of bids	32 Projects were awarded within 80 days. 10 projects were awarded after 80 days bids were awarded and the average days was Bids were awarded within 80 days except one project in quarter 4 awarded in 89 days, wherein service providers were informed about the extension of validity period. Monthly and quarterly reports indicate number of day's turnaround time.	Ensure that departments don't spend more than what they have budgeted for.	**P2G3O16.03**	Ensure 80 days turnaround time from closing date for the **evaluation, adjudication and final award by the Accounting Officer** of bids by 30 June 2018	Number of days for awarding of bids	**62** bids were awarded in the **2017/2018** financial year. *40* bids were awarded within *80* days from the date of closing and 22 bids were awarded within an average of 120 days	Number of objections received and also confirmation of Letter of good standing from department of Labour on grass cutting projects was delayed	Increase the number of days for validity period and also include clarification meeting for multi-year projects	N/A	N/A	YES, Tender opening register, intension letters and appointment letters
Ensure that all Service providers used by the municipality	K4.BTO.29	To have 12 monthly reports on Irregular expenditure	Number of report on irregular expenditure	Submitted 12 monthly Report to Management Team Meeting	Identification and prevention of Irregular Expenditure.	**P2G3O25.02**	To have 12 monthly reports on Irregular expenditure	Number of monthly reports on Irregular expenditure	12 Monthly reports indicative of no irregular expenditure	N/A	N/A	N/A	N/A	YES, proof of submission

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE- Yes/ No
to procure goods and services are registered on the municipal database and NT database		submitted to Management Team Meeting (MTM),	submitted by set date	(MTM) indicating non-irregular expenditure identified.			submitted to Management Team Meeting (MTM), by 30 June 2018	submitted to Management Team Meeting (MTM)	identified were submitted to Management Team Meeting (MTM) as follows: Q1 16 August 2017, 12 September 2017, 10 October 2017 Q2:08 November 2017, 07 December 2017, 03 January 2018 Q3: 09 February 2018, 08 March 2018, 10 April 2018 Q4: 08 May 2018, 07 June 2018, 06 July 2018 and quarterly to Council.					, monthly report , Council Extract
							4 Quarterly reports on irregular expenditure to be submitted to STANCO, EXCO and the Council by 30 June 2018	Number of quarterly reports submitted by set date.						
To ensure the maintenance of GRAP Compliant Updated Register and it's Reconciliation to General Ledger.	K4.BTO.30	Quarterly Stock counts, Reconciliation of stock counts to General Ledger, Investigate and report on discrepancies Perform annual stock	Number of stock counts, reconciliations, Investigations, report by set date	4 Quarterly Stock counts, Reconciliation of stock counts to General Ledger, Investigation and report on discrepancies performed quarterly and signed off. Annual stock take performed on the 10 July 2017 feasible	Ensure that inventory management and disposal of inventory is done in accordance with SCM Policy.	**P2G2O27.01**	Quarterly Stock counts, Reconciliation of stock counts to General Ledger, Investigate and report on discrepancies Perform annual stock take by 30 June 2018	Number of stock counts, reconciliations, Investigations, report by set date	4 stock counts were performed as follows: Q1 05 October 2017 Q2 09 January 2018 Q3 05 April 2018 Q4 03 July 2018 Reconciliation of stock counts to General Ledger, Investigation was on discrepancies done	N/A	N/A	N/A	N/A	YES, Stock sheets, Stock report and monthly reconciliations

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE- Yes/ No
		take by 30 June 2017		period during the migration and rolling over of modules to mSCOA compliant financial system.					One annual stock count was performed on 03 July 2018					
	K4.BTO.34	Submission of reports on Awarded bids to National treasury within 10 days after Month end and Monthly Updated contract register	Number of days in which reports on awarded bids were submitted to National treasury and number of Updated contract register	Awarded bids were submitted to National treasury and CIDB within 10 days after month end and contract / SLA's are signed within 30 days of appointment. Contracts register updated monthly.	Ensure that Bid committee structures are in place and functional.	**P2G3O26.02**	Submission of 12 monthly reports on Awarded bids to National treasury within 10 days after Month end and Monthly Updated contract register	Number of days in which reports on awarded bids were submitted to National treasury and number of Updated contract register by set date	12 reports were submitted to National Treasury within 10 days after the month end The contract register was updated monthly	N/A	N/A	N/A	N/A	YES, proof of submission to NT
Reduction Debt to be within ageing of 60 days.	K4.BTO.18	Reduction of the debt of R69 262 656 by R12M by 30 June 2017	Amount of debt reduced by set date	The debt has been reduced on a monthly basis based on the receipts from billing that has been issued as follows: July 2016 R4,123,675.46 August 2016 R5,196,982.52 September 2016 R7,314,216.42	Reduction Debt to be within ageing of 60 days.	**P2G3O29.01**	Reduction of domestic debt by R1, 500,000 by 30 June 2018.	Amount of debt reduced by set date	QUARTER 1 The total debt book has increased to R106 075 311.55 by R17 665 720.63 from the balance of the last quarter of 2016/2017 financial year. Arrears as at 30th September 2017	N/A	N/A	R1000 000.00	R50 000.00	YES, Debt Age Analysis, Council Extract

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/ No
				October 2016 R3,550,631.70 November 2016 R4,965,528.99 December 2016 R2,847,379.83 January 2017 R4,548,801.20 February 2017 R5,341,837.87 March 2017 R4,384,119.09 April 2017 3,661,983.25 May 2017 R3,787,073.65 June 217 R4,587,879.80 Therefore, the total amount received towards debt raised is: R54,310,109.78 Opening balance from quarter 3 ended March 2017 of R87 800 617 has increased by R608 973.3 to R88 409 590.37 Debt was therefore not reduced as planned.					R 64,196,556.52 Arrears as at 31 July 2017 R50 258 495.48 Increase - R 13 938 061.1 QUARTER 2 Balance at October R40 533 661.72 Balance at December 2017 R41 103 483.57 Increase R569 821.8 QUARTER 3 Opening balance R41 103 483.57 Closing balance R44 107 680.75 Debt has increased by R3 004 197.18 QUARTER 4 Opening Balance R65,452,018.69 Closing balance R45,219,547.46 Reduction in debt: R20,232,471.23					

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE- Yes/ No
									At 30 June 2018 normal/domestic debt was reduced by R20, 232,471.23. At 30 June 2018 Govt debt was reduced by R1,675,504.93 Target met					
N/A	N/A	N/A	N/A	N/A			Reduction of Government debt by R1,500,000 by 30 June 2018	Amount of debt reduced by set date	QAURTER 1 Opening balance R50 258 495.43 Closing balance R65 229 126 Increase in debt R14 970 630.57 QUARTER 2 Opening balance R65 229 126.00 Closing balance R62 928 665.57 Reduction in debt R2 300 460.43 QUARTER 3 Opening balance R41 103 483.57 Closing balance R44 107 680.75 Debt has increased by R3 004 197.18	N/A	N/A			YES, Age Analysis and Council Extract

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE- Yes/ No
									QUARTER 4 Opening balance R44,107,680.75 Closing balance R42,432,175.82 Reduction in debt R1,675,504.93					
Ensure full compliance with the requirement of MPRA	K4.BTO.19	General Valuation Roll Approved by 01 July 2017	Approved General valuation roll by set date	Tender for a valuation roll made on 03/03/2017 and closed on 10/04/2017. Tender could not be awarded as it was cancelled according to the instruction from Cogta.	Ensure full compliance with the requirement of MPRA.	**P2G3O30.01**	Produce a general valuation roll for implementation in 2017/18 financial year	General evaluation roll produced by set date.	QUARTER 1 Municipal valuer appointed on 09 July 2017. QUARTER 2 N/A QUARTER 3 A draft valuation roll was submitted to Council meeting held on 28/01/18 CR265/29/01/18 QUARTER 4 Final valuation submitted on 27/06/2018 and will be implemented in July 2018	N/A	N/A	R1500 000.00	R1 140 000.00	YES, Advert, Appointment letter, Council Extract, Certification of the Valuation Roll

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE- Yes/ No
Align the Age Analysis with the General Ledger – ensure that there are no variances	K4.BTO.20	Debtors Reconciliations Done on a monthly basis by 30 June 2017	Number of monthly debtor's reconciliations.	Monthly debtors' reconciliations submitted and approved on the following dates: 11/08/16 14/09/16 06/10/16 07/11/16 09/12/16 09/01/17 06/02/17 03/03/17 06/04/17 05/05/17 06/06/17 11/07/17	Align the Age Analysis with the General Ledger – ensure that there are no variances.	P2G3O31.01	Submit 12 Monthly reconciliations to MTM by 30 June 2018.	Number of monthly debtor's reconciliations submitted by set date.	QUARTER 1 Monthly reconciliations submitted as follows: 06/10/17 08/09/17 08/08/17 QUARTER 2 Monthly reconciliations submitted as follows: 06/10/17 08/09/17 08/08/17 QUARTER 3 Reconciliations submitted and approved on the following dates: 05/02/18 07/03/18 05/04/18 QUARTER 4 Debtors reconciliations approved on the following dates: 04/05/2018 05/06/2018 06/07/2018	N/A	N/A	N/A	N/A	YES, Signed Debtors Recon, Council Extract
Encourage customers that owe municipal	K4.BTO.21	Levying of Interest on outstanding debtors at an	Percentage of interest levied on outstanding debtors at an	Interest charged on a monthly basis as follows:	Reduction Debt to be within ageing of 60 days.	P2G3O29.02	Levying of Interest on outstanding debtors at an	Amount of interest levied on outstanding	**QUARTER 1** Interest charged on a monthly basis as follows:	N/A	N/A	N/A	N/A	YES, Interest Levy

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE- Yes/ No
services to make payment before their debt incurs interest		annual rate of 18% by 30 June 2017	annual rate by set date	31/07/2016 R433 019.46 31/08/2016 R452 531.5 30/09/2016 R452513 31/10/2016 R183865.3 30/11/2016 R648251.16 31/12/2016 R669455.76 31/01/17 R653 739.41 28/02/17 R663 966.61 31/03/17 R672 462 30/04/2017 R678827.36 31/05/2017 R683,967.39 30/06/2017 R683 967.39			annual rate of 18% by 30 June 2018	debt monthly by set date	July 2017 R876 275.38 August 2017 R656 177.9 September 2017 R644 733.55 **QUARTER 2** Interest charged on a monthly basis as follows: October 2017 R853 992.48 November 2017 R800 995.46 December 2017 R808 275.90 **QUARTER 3** Interest charged on a monthly basis as follows: January 2018 R804 870.72 February 2018 R823 094.53 March 2018 R970 524.02 **QUARTER 4** Interest charged on a monthly basis as follows: April 2018 R805 958.06 May 2018 R622 933.85 June 2018 R567 053.16					report and Council Extract
Ensure that electricity meters are remotely	K4.BTO.22	Replacement of 3500 non-smart meters to smart – grid meters	No of smart – grid meters installed by set date	1250 Meters installed	Ensure that electricity meters are remotely	P2G3O33.01	Replacement of 2,000 non-smart meters to smart – grid	Number of meters installed by set date.	**QUARTER 1** Replaced 1892 meters **QUARTER 2**	N/A	N/A	R2,143,680.00	R1,590,000.00	YES, Hand-over report and

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE- Yes/ No
managed and controlled.		by 30 June 2017.			managed and controlled.		meters by 30 June 2018.		109 meters have been replaced at the end of December 2017 **QUARTER 3** NONE **QUARTER 4** NONE					Final completion certificate
Ensure that the data of debtors is up to date	K4.BTO.23	To do data cleansing of 5000 on the billing system as at 30 June 2017	Number of accounts cleansed on the billing system by set date	All accounts (2535 hand delivered and 4500 posted) that were delivered were not returned to the municipal offices as undelivered	Service and decrease the municipal creditors	P2G3O32.01	Billing done by end of the month and Posting of accounts by the 15th of each month by 30 June 2018.	Number of accounts billed and posting done by set date	**QUARTER 1** Billing done on a monthly basis as follows: July 2017 R19 876 372.41 August 2017 R3 494 831.1 September 2017 R5 483 224.8 Postage done as follows: 09 August 2017 11 September 2017 09 October 2017 **QUARTER 2** Billing done on a monthly basis as follows: October 2017 R5 439 779.3 November 2017 R5 673 255.95 December 2017 R5 689 400.66 Postage done as follows: 09/11/2017 08/12/2017 12/01/2018 **QUARTER 3**	N/A	N/A	R111,707.61	R156 656.98	YES, billing report, Payment Voucher to the Post Office and Council Extract

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE- Yes/ No
									Billing done as follows: 31 January 2018 R6 468 896.08 28 February 2018 R5 163 265.87 31 March 2018 R6 040 054.6 Postage done on the following dates: 08/02/18 08/03/18 04/04/18 **QUARTER 4** Billing done on the following dates 01 May 2018 R5 603 419.79 01 June 2018 R3 867 782.04 03 July 2018 R3 714 015.83 Postage done on the following dates: 10 April 2018 10 May 2018 15 June 2018					
To service and decrease the municipal creditors	K4.BTO.25	100% payments for Creditors and Other Service Providers to be done within 30 Days as per	Percentage of received invoices per month against number of payments made within prescribed timeframe	Total number of invoices received: 1292 Paid within 30 days: 1281 % compliance:	Preparation of annual integrated Procurement plans.	**P2G3O23.03**	80% Payments done within 30 days on receipt of invoice by 30 June 2018.	Percentage of received invoices per month against number of payments made within 30 days.	**QUARTER 1** Total invoices received: 400 OPEX 368 CAPEX 32 30 invoices paid after 30 days % compliance 99.59%	N/A	N/A	N/A	N/A	YES, Invoice Register and Council

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/ No
		MFMA requirements		99.15%					**QUARTER 2** Total invoices received: 530 OPEX 484 CAPEX 46 30 invoices paid after 30 days % compliance 99.9% **QUARTER 3** Total invoices received: 501 Opex 436 Capex 65 Paid within 30 days is 499 % compliance 99.6% **QUARTER 4** A total of 713 invoices were received in quarter four as follow: CAPEC 46 OPEX 667 A total of 665 were paid within 30 days resulting to a 99.7% compliance with MFMA					Extract
N/A	N/A	N/A	N/A	N/A	Improve administrative capacity of the municipality.	P2G2O28.03	Training attended by staff by 31 December 2017	Training attended	**QUARTER 1** Training by Department of Energy on Completion of D-Forms on 5-7 September 2017 was attended by	N/A	N/A	R20 000.00	R 5680.00	YES, Invite and attendance register

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE- Yes/ No
									(1) staff member from the unit.					
Ensure that we fully comply with MFMA – with regards to reports that need to be submitted.	K5.BTO.03	Annual review of 8 policies within the legislative prescripts of MFMA, MSA, MPRA and NT Guidelines by 30 June 2017	Number of developed and reviewed policies By set date	Eight (8) annual review of policies were done and approved on the following dates: 29th May 2017. CR147/29/05/ 2017	Reduction Debt to be within ageing of 60 days.	**P2G2O28.04**	Annual review of 10 budget related policies within the legislative prescripts of MFMA; MSA; MPRA and NT guidelines by 30 June 2018	Number of reviewed policies by set date	**QUARTER 4** The following policies reviewed and approved by Council on 28 May 2018 Credit control and debt collection policy; Impairment and debt write off policy; tariff policy; Rates policy; Indigent policy; cash collection policy; incentive policy; Strategy to improve debt; Debt capacity policy; payment policy; unclaimed deposits policy; Electricity token policy; Cash shortage policy and customer care policy	N/A	N/A	N/A	N/A	YES, Council Extract
Ensure compliance BCEA, no 79 of 1997	K4.CRS.02	Twelve (12) Monthly leave management reports by 30 June 2017	Number of leave management reports by set date	Twelve (12) monthly leave management reports were compiled, and presented at the monthly Management	Reduction Debt to be within ageing of 60 days.	**P2G2028.01**	Four (4) of Leave Reconciliations completed & circulated by 30 June 2018.	Number of Leave Reconciliations completed & circulated by set date	Four (4) leave reconciliations were circulated as follows: 11 Aug 2017 21 Dec 2017 10 Oct. 2017, & 4 April 2018	N/A	N/A	N/A	N/A	YES, Proof of email sent to all employees

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE- Yes/ No
				Team Meetings.										
	K4.CRS.01	Twelve (12) monthly payroll input submissions to the BTO by 30 June 2017	Number of monthly payroll input submissions by set date	Twelve (12) monthly payroll input were submitted to BTO by the 10th day of each month in 2016/2017 by 30 June 2017.	Reduction Debt to be within ageing of 60 days.	**P2G2028.02**	Twelve (12) Monthly payroll submissions to the BTO by 30 June 2018.	Number of monthly payroll input submissions by the 10th day of every month.	Twelve (12) monthly payroll input were submitted to BTO by the 10th day of each month during 2017/2018 financial year as at 30 June 2018.	N/A	N/A	N/A	N/A	YES, payroll register
Preparation of integrated Procurement Plan	K1BTO.02	To have an approved Procurement Plan by 31 July 2016	Approved Procurement Plan and Percentage of implementation by set date	Procurement plan was approved by the Accounting Officer on the 12 July 2016 and presented to council on the 28 October 2016. Resolution number CR 25/28/10/16	Preparation of annual integrated Procurement plans.	**P2G3O23.01**	Approved one (1) Procurement Plan by 30th September 2017	Number of Approved Procurement Plans by set date	One (1) procurement plan was approved for the 2017/2018 financial year by the Accounting Officer on the 12 July 2017.	N/A	N/A	N/A	N/A	YES, Approved plan

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
To promote Community participation in decision making processes within the Municipality	K5.CMS.03	Facilitation of the introduction of Ward Cllrs to Communities and Traditional Council by 30 June 2017	Council introduction event to communities and traditional council.	Councillors were introduced to Traditional Councils in October 2016	Promote Community and Stakeholder participation in Municipal and Government programmes.	P6G13O85.01	Conduct 3 Capacity building workshops of Ward governance Structures by 30 June 2018.	Number of Capacity building workshops for Ward Governance Structures by set date	Three (3) Workshops done in Quarter Two (2) for the Ward Support Assistants, Ward Committees and CDWs o the 21 to 24 November 2017. One capacity building workshop for 6 Ward Committee portfolios was held from the 12 to 13 March 2018. Conducted 1 workshop of four (4) Ward Committee Portfolios from 26 Wards on 21 May 2018	N/A	N/A	R50,000.00	R28,220.00	YES, Attendance Register and Manual
	K5.CMS.04	Establishment and inauguration of ward committees for 26 Wards by 30 June 2017.	Number of ward committees and War rooms established by set date	Ward Committees were established and for 26 Wards from 2nd to 15TH November 2016 and inaugurated on the 16th of November 2016										
	K5.CMS.05	Establishment of 26 war rooms in the Municipality by 30 June 2017.		26 war rooms were established in the Municipality by 30 June 2017.										

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
N/A	N/A	N/A	N/A	N/A	Promote Community and Stakeholder participation in Municipal and Government programmes.	'	Hold one(1) MRM meeting and hosting of one (1) MRM Campaign by 30 June 2018	Number of Moral Regeneration Movement (MRM) meetings and Campaigns held by set date	One(1) MRM meeting NOT hosted and one (1) MRM Campaign NOT hosted by MLM by 30 June 2018	One MRM could not be held prior MRM orientation meeting by the District WHICH was only held in the fourth quarter on 26 May 2018.	The full program for MRM is included in 2018/19 SDBIP.	N/A	N/A	YES, Attendance register
N/A	N/A	N/A	N/A	N/A	Promote Community and Stakeholder participation in Municipal and Government programmes	P6G13O85.10	Establish 26 Ward Public Participation Fora by 30 June 2018	Number of Ward Public Participation Fora established by set date.	Establishment of 26 Ward Public Participation Fora by 30 June 2018 did not take place.	The Fora could not be establishment because of stakeholder conflicts in the wards	Establishment 26 Ward Public Participation Fora will be done by 30 June 2019 and conflicts resolved with the relevant stakeholder by engaging in discussions to resolve conflicts.	N/A	N/A	YES, attendance register of Local Part. Fora

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
N/A	**N/A**	N/A	N/A	N/A	Ensure compliance to legislation, adopted policies and plans.	**P6G12O77.07**	Review one (1) liquor trading by-law adopted by 30 June 2018.	Number of reviewed liquor Trading by-laws by set date.	Stakeholder consultation on the review of Liquor by-law was done on the 13th September 2017, reviewed liquor by-law was submitted to Council for approval on the 26 April 2018 as per **CR 342/26/04/2018**.	N/A	N/A	N/A	N/A	YES, Attendance Register and Council resolution number
N/A	N/A	N/A	N/A	N/A	Promote Community and Stakeholder participation in Municipal and Government programmes	**P6G13O85.11**	Hold 4 Initiation Forum meetings held by 30 June 2018.	Number of Initiation Forum Meetings held by set date	One (1) Initiation Forum meeting was held on the 01st June 2018 at Speaker's Boardroom.	Three (3) Initiation Fora could not be held due to the dispute that occurred within the forum.	The Premier was invited to attend a meeting in Matatiele in June 2018 and the dispute got resolved.	N/A	N/A	Yes, Attendance register and Minutes of 1 June 2018
To promote Community participation in decision making processes within the Municipality	K5.CMS.07	Prepare 6 consolidated War-room reports by 30 June 2017	Number of reports compiled by set date	Six consolidated War room reports compiled	Promote Community and Stakeholder participation in Municipal and Government programmes.	**P6G13O85.02**	Hold 4 monthly Ward War-rooms and Ward Committees Meetings per ward by 30 June 2018.	Number of Ward War-rooms and Ward Committees meetings held per ward by set date	Two (2) ward war-rooms were conducted at Ward 20 on the 17 April 2018 and on the 30 May 2018. Two (2) monthly Ward War-rooms and Ward Committees Meetings did not take place.	The deviation has been that almost all the PROVINCIAL Ward War-rooms did not sit.	The 2018/2019 Year Planner for the Ward War-rooms have been adopted by the Council and we are in the process of organizing the reorientation on ISDM.	N/A	N/A	YES, Attendance register and Manager

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
					Promote Community and Stakeholder participation in Municipal and Government programmes.	P6G13O85.02	Hold 6 monthly Ward War-rooms and Ward Committees Meetings per ward by 30 June 2018.	Number Ward Committees and Ward Support Assistant Meetings held per ward by set date	3 ward committee meetings were held in the following wards: -Ward 20 was on the 06 April 2018. Ward 09 was held on the 09 May 2018. -Ward 18 was held on the 21 May 2018.	N/A	N/A	N/A	N/A	YES, Attendance registers and Reports
Improve turnaround time and procedures for the handling of complaints and petitions	K5.OMM.22	100% management of complaints by 30 June 2017	Percentage of complaints and march applications managed by set date	100% (195) Complaints management and (20) Suggestion Box Complaints received & (37) Presidential Hotline received and referred to relevant Departments.	Improve community involvement and participation through information sharing initiatives.	P6G13O90.10	100% management of complaints received from presidential hotline by 2018	Percentage of managed complaints received through the presidential hotline by set date	100% of (17) Presidential Hotline complaints received and referred to relevant departments by 30 June 2018.	N/A	N/A	N/A	N/A	YES, Complaints report sheet
					Promote public awareness and consumer Education on municipal programmes and services.	P6G13O88.07	100% walk ins and suggestion boxes complaints responded to by 30 June 2018	Percentage of walk ins and suggestion boxes complaints by set date	100% (440) Complaints and (460) Reception walk ins , received and responded to by 30 June 2018	N/A	N/A	N/A	N/A	YES, Complaints sheet and Section C reports submitted to Council

Improve turnaround time and procedures for the handling of complaints and petitions	K5.OMM.23 & K5.OMM.23	Coordinate 8 Awareness Campaigns & Coordinate 06 school visits by 30 June 2017.	Number of campaigns and school visits by set date	10 Community dialogues: Magadla community on the 16th of August 2016 Mpharane community on the 17th of August 2016 Nkau community on the 22nd of August 2016 & School visit at Mshoeshoe SSS on the 22nd of August 2016. Awareness Campaigns held in Ramohlakoana Sassa Hall on the 04 November 2016 Sibi Traditional Council on the 15 November 2016. Awareness Campaign was held at Phamlaville Village on the 28 March 2017 3 School Visits were held in the following Mosa Sibi S.S.S Schools: Hebrone J.S.S & Bethel J.S.S		**P6G13O90.04**	Conduct 6 school visits for integration of foreign nationals and the local communities by 30 June 2018	Number of school visits for integration of foreign nationals and the local communities conducted by set date	School visits were held in the following Schools: 1. Mechachaneng J.S.S was on the 10 May 2018. 2. Mehloloaneng J.S.S was on the 10 May 2018 3. Mehloloaneng J.S.S was on the 11 May 2018. 4. Emitshatshaneni J.S.S was on the 12 June 2018. 5. Mangolong J.S.S was on the 12 June 2018. 6. Prospect J.S.S was on the 15 June 2018.	N/A	N/A	N/A	N/A	YES, Attendance Register and Minutes of Meeting/s

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
				on the 29 March 2017. Community Dialog was held in Sekhutlong on the 12 May 2017. Community Dialog was held in Mpharane Community Hall on the 07 June 2017 and also in Zibi Mayor Village on the 09 June 2017.										

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
To ensure a smooth integration of migrants with local communities	K5.OMM.26	To hold 2 Migration Committee meetings by 30 June 2017	Number of meetings held	2 Migration Advisory Committee meeting held as off: Council Chamber on the 28 February 2017. Migration Panel meeting was held on the 11 May 2017 in Speakers Boardroom. And Migration Panel meeting was held on the 11 May 2017 in Speakers Boardroom, Advisory Committee meeting was held on the 01 of June 2017, Panel Meeting was held on the 21 of June 2017	Improve community involvement and participation through information sharing initiatives.	**P6G13O90.05**	Hold two migration Advisory committee meetings by June 2018	Number of migration Advisory meetings held by set date.	**Two (2)** Migration Advisory meetings were held on the 11 September 2017 and 27 March 2018	N/A	N/A	R6 000.00	R4,668.00	Yes, Attendance Register

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
N/A	N/A	N/A	N/A	N/A	Improve community involvement and participation through information sharing initiatives.	P6G13O90.06	Hold Two migration Panel committee meetings by June 2018	Number of migration Panel meetings held by set date	**Two (2)** Migration Panel meetings were held on the 22 November 2017 and 13 June 2018 at Speaker's Boardroom.	N/A	N/A	R6,000.00	R3,500.00	Yes, Attendance Register and Minutes
To ensure that SLAs/contracts are in place for all awarded bids	K4.BTO.33	To have signed contracts/ service level agreements for all the bids awarded within 30 days of award date.	Number of days in which Contracts/service level agreements are signed after a bid is awarded	All contracts / SLA's are submitted to Legal services unit for vetting before signed off. Appointed service providers are informed to within 30 days of receipt of appointment letters to acknowledge and avail resources for finalization of contractual terms. 36 contracts were signed within 30days (36 out of 42)	Ensure compliance to legislation, adopted policies and plans.	P6G12O77.23	To have signed contracts/ service level agreements for all the bids awarded within 30 days of award date by 30 June 2018.	Number of days in which Contracts/service level agreements are signed after a bid is awarded by set date.	62 bids were awarded in 2017/2018 financial year. 56 contracts were signed within 30 days from the date appointment, 1 contract was not signed within 30 days from the date of appointment and 5 contracts were awarded on the last day of June 2018 and therefore the contracts were not due	One contract was not signed as the appointed service provider had issues with contract terms stipulated on the SLA.	Draft SLA to be sent to Service provider so that they can have time to read and make necessary amendments to SLA	N/A	N/A	YES, SLA, Appointment letters

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
Ensure that the municipality is able to fairly produce its annual financial statements	K4.BTO.16	Achieve a Unqualified Audit Opinion issued by the Auditor-General and submit it to Management Team, Standing Committee, EXCO, Council and National and Provincial Treasury by 30 November 2016	Achieved Unqualified Audit Opinion by set date	A Clean Audit Report was issued by the office of the Auditor-General on the following date: 30 November 2016.	Enhance accountability and stability within the municipality.	**P6G14O98.01**	Achieve an Unqualified Audit Opinion with no material misstatements issued by the Auditor-General by 30 June 2018.	Signed Auditor General Report by set date	Auditor-General issued a Qualification Audit opinion for 2016/2017 audit period.	Qualification audit opinion	Correction of prior period error note.	R4,329,352.62	R4,329,352.62	YES, Audit Report
N/A	N/A	N/A	N/A	N/A	Ensure compliance to legislation, adopted policies and plans.	**P6G12O77.20**	**Development** and Review of (one) 1 policy, (one) 1 Plan, (one) 1 Standard Operating Procedure by 30 June 2018	Number of approved Policies, plans and Standard Operating Procedure by set date	One (1) Back-Yard Dwellers **policy**, Beneficiary allocation **PLAN**, AND Consumer education **SOP** developed and approved by Council on 30 October 2017 as per CR**220/30/10/2017.**	N/A	N/A	N/A	N/A	YES, Council Extract

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
N/A	N/A	N/A	N/A	N/A	Ensure compliance to legislation, adopted policies and plans.	**P6G12O77.16**	100% <u>building plan applications</u> processed within 30 days of receipt by 30 June 2018	Percentage of Building Plan applications processed within prescribed period by set date	91% (64 out of 70) building plan applications processed within 30 days of receipt as at 30 June 2018.	6 plans delayed through circulation process at Alfred Nzo Offices (Environmental Health)	**6** plans delayed due to circulation process at Alfred Nzo Offices to be approved or not approved **in 2018/19** and Alfred Nzo will be approached to be adhere to deadlines given by MLM.	N/A	Revenue Collected:R283,502.08	YES, circulation form
N/A	N/A	N/A	N/A	N/A	Ensure compliance to legislation, adopted policies and plans.	**P6G12O77.17**	100% <u>minor works applications</u> processed within 7 days of receipt by 30 June 2018	Percentage of Minor Works application processed within prescribed period by set date	57% (20 out of 35) minor works applications processed within 7 days of receipt as at June 2018	15 plans delayed through circulation process at Alfred Nzo Offices (Environmental Health)	**15** plans delayed due to circulation process at Alfred Nzo Offices to be approved or not approved **in 2018/19 and Alfred Nzo** approached to be adhere to deadlines given by MLM.	N/A	Revenue Collected: R16,098.64	YES, circulation form

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
\Ensure that all households in the municipal physical addresses	K5.CMS.08	Establishment of residential addresses in wards 2,3,6,10 by 30 June 2017	Number of wards with established and verified residential addresses by set date	N/A	Promote Community and Stakeholder participation in Municipal and Government programmes.	P6G13O85.11	Establishment and Verification of residential addresses in 4 wards (2,3,6,10) by 30 June 2018	Number of wards with established and verified residential addresses by set date	Residential addresses through collaboration with Post Office have been discovered to have already been established and POE given.	The project ended up not being done by the Unit, as it proved to be falling under the competency of the Post Office.	The Unit will continue the engagement with the Post Office and the Independent Electoral Commission (IEC) because the Municipality remains the important stakeholder in ensuring that all its citizenry is illegible to vote.	N/A	N/A	YES, Register from the Post Office for all wards
		Verifying residential addresses in wards 2,3,6,10 by 30 June 2017		N/A			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
To develop a credible and implementable IDP for the period 2017-2022	K5.EDP.08	Facilitate an IDP workshop for all ward committees and ward support assistants by 30 June 2017	Number of people attended workshop by set date	IDP Workshop for Ward Support Assistants and CDW's was held on the 01 June 2017.	Promote Community and Stakeholder participation in Municipal and Government programmes.	P6G13O85.06	Develop ONE (1) new policy on operations of CDWs and adopt by 30 June 2018	Number of new policies developed and adopted on the operations of CDWs by the set Date.	The policy on the Operation of CDWs was **developed** in February 2018 but not adopted.	The policy could not be adopted by the set date because of the prolonged negotiations with COGTA EC due to the MOU signed between the Municipality and COGTA EC.	The policy and the SOP will be adopted by Council during 2018/19 FY.	N/A	N/A	YES, Draft Policy

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
N/A	N/A	N/A	N/A	N/A	Promote Community and Stakeholder participation in Municipal and Government programmes.	**P6G13O85.12**	Compile 6 Monthly reports on monitoring of the **CDWs Operations** submitted to by 30 June 2018	Number of reports on monitoring of the CDWS's operations compiled by set date	Six (6) Monthly reports on monitoring of the CDWs Operations compiled by 30 June 2018	N/A	N/A	N/A	N/A	YES, Monthly reports
N/A	N/A	N/A	N/A	N/A	Promote Community and Stakeholder participation in Municipal and Government programmes.	**P6G13O85.12**	Compile 6 Monthly reports on monitoring of the **Ward Support Assistants** (WSAs) by 30 June 2018	Number of reports on monitoring of Ward Support Assistants compiled by set date.	Six (6) Monthly reports on monitoring of the **Ward Support Assistants** (WSAs) completed by 30 June 2018. Three (3) ward committee meetings were <u>also</u> held in the following wards: -Ward 20 was on the 06 April 2018. Ward 09 was held on the 09 May 2018. -Ward 18 was held on the 21 May 2018.	N/A	N/A	N/A	N/A	YES, Monthly Reports, Attendance Register

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
Enforce compliance with the Town Planning Scheme by 2017	K6.EDP.07	Compliance notices served within one week of identification	Number of days (Turnaround time) to issue notices.	36 compliance notices were served within 7 days of identification	Ensure compliance to legislation, adopted policies and plans.	**P6G12O77.09**	Serve 100% of compliance notices within one week of identification	Number of Served notices by set date	50% THAT IS Twenty Five (25) compliance notices (***Funeral Parlors, B&Bs, and Businesses having no special consents approvals from ML***), permits were served	After consultation (verbal) Compliance matters were dealt with during 2017/2018	N/A	N/A	N/A	Yes, non-compliance notices issued
To process subdivision applications within 60 days turnaround time	K6.EDP.05	Processing of subdivision applications within 60 days	Number of days (Turnaround time) for approval of Subdivision applications	Two (2) applications Processed (approvals)	Ensure compliance to legislation, adopted policies and plans.	**P6G12O77.11**	100% processing of subdivision applications within 60 days of receipt	Percentage of processed subdivision applications within the prescribed period	3 applications (**100%**) processed by 30 June 2018 - Ervin **121**, **2782**, received August and September 2017 and ERF **173**- received on, 22 June 2018 (currently under review)	N/A	N/A	N/A	N/A	Yes, Register

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
To process special consent applications within days of receipt	K6.EDP.06	Processing of special consent use applications within 60 days	Number of days (Turnaround time) for approval of special consent applications	4 applications were received and 1 application was approved. the average turnaround time is 49 days Erf 747 returned to applicant (outstanding information) Erf 98, 559 Matatiele and 5326 (Portion of Erf 111) Approved by the council-12/12/16 and 28/07/17	Ensure compliance to legislation, adopted policies and plans.	**P6G12O77.12**	100% processing of consent use applications within 60 days of receipt	% of consent use applications within processed within the prescribed period	Six (6) (**100%**) applications processed (Erf **222, 658, 125, 263, 2783, 358** (removal of restrictions) (received-Jul, Aug, Nov 2017 and Jan, Feb, Mar, June2018)	N/A	N/A	N/A	N/A	Yes, Register
To process rezoning applications within days of receipt	K6.EDP.04	Processing rezoning applications within 60 days	Number of days (Turnaround time) for processing applications	No applications were received	Ensure compliance to legislation, adopted policies and plans.	**P6G12O77.25**	Processing of 10 rezoning public open space disclosure applications by 30 June 2018	Number of rezoning and public open space applications processed by set date	Four (4) applications (**100%**) processed (erf 121, 2782, 121,439 rezoning and subdivision-121, 2782) received-Jun, Aug, Sept 18 and Feb 18,	N/A	N/A	N/A	N/A	Yes, Register

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
N/A	N/A	N/A	N/A	N/A	Ensure compliance to legislation, adopted policies and plans.	**P6G12O77.14**	Develop one (1) Densification policy by 30 June 2018	Number of **Densification policies** developed by set date	***Densification policy*** developed (submission for Council approval was done in July 2018 – CR**383/30/07/2018**)	N/A	N/A	N/A	N/A	Yes, Draft policy, Council Extract
N/A	N/A	N/A	N/A	N/A	Ensure compliance to legislation, adopted policies and plans.	**P6G12O77.28**	Develop one (1) revitalization policy for underutilize land parcels and facilities by 30 2018	Number of **Revitalization policies** developed by set date	***Revitalization policy*** developed (submission for Council approval was done in July 2018 – CR**384/30/07/2018**)	N/A	N/A	N/A	N/A	Yes, Draft policy, Council Extract
N/A	N/A	N/A	N/A	N/A	Ensure compliance to legislation, adopted policies and plans.	**P6G12O77.13**	Process 24 Land applications by June 2018	Number of land applications processed by set date.	**14 (63%)** applications processed (received Jul, Oct, Nov, Dec 2017) **8** applications acknowledged (Jan, Feb, Mar, Apr, May, Jun 2018)	**22** applications were received. **7** were not processed - a decision was made in the Third and Fourth Quarter that no applications were to be processed as the unit resolved to first review the Land Disposal Policy.	Land Disposal Policy reviewed and submitted for Council approval in July 2018 – CR**385/30/07/2018**)	N/A	N/A	Yes, Register

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
N/A	N/A	N/A	N/A	N/A	Promote Community and Stakeholder participation in Municipal and Government programmes.	**P6G13O85.02**	12 monthly reports on ***monitoring of 26 Ward War Rooms and Ward Committees*** submitted to MTM by 30 June 2018.	Number of reports submitted to MTM by set date	No 12 (Twelve) reports could be produced as the War Rooms were non-functional during 2017/2018. Three (3) Ward committee meetings were held in the following wards: -Ward 20 was on the **06 April 2018**. Ward 09 was held on the **09 May 2018**. -Ward 18 was held on the **21 May 2018**.	Ward-War-rooms were only established during October 2017 in Quarter 2 with the exception of those in Wards 14 and 26 as pilot projects.	All structures of public participation are now on the Year planner and will be monitored based on the adopted year planner during 2018/2019.	R100, 000. 00	R0.00	Yes, Attendance Register
N/A	N/A	N/A	N/A	N/A	Promote Community and Stakeholder participation in Municipal and Government programmes.	**P6G13O85.03**	Promote Four (4) Public Education on municipal and government programmes by 30 June 2018.	Number of Public Education sessions promoted by set date.	**Seven (7)** Public education sessions were held in ward 24 on (1)26/04/18, in ward 24 on(2)15/05/18, in ward 21 on (3)05/06/18, in ward 15 on (4)06/06/18, in ward 12 on (5)14/06/18, in ward 01on (6)23/06/18, in ward 26 on (7)21/06/18	N/A	N/A	R100, 000. 00	R0.00	YES, Attendance Register

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
Establish Mechanisms for effective and efficient public participation within the municipality.	K5.CMS.09	100% management of petitions by 30 June 2017	Percentage of Petitions and applications for marches managed by set date	One petition received and attended to and there were no march applications received in 2016/2017 financial year.	Promote Community and Stakeholder participation in Municipal and Government programmes.	**P6G13O85.04**	100% Management of petitions by 30 June 2018.	Percentage of Petitions managed by set date	There was No petitions received by 30 June 2018.	N/A	N/A	N/A	N/A	No
	K5.CMS.10	100% management of applications for marches by 30 June 2017			Promote Community and Stakeholder participation in Municipal and Government programmes.	**P6G13O85.05**	100% Management of march applications by 30 June 2018	Percentage of march applications managed by set date	100% Nine (**09**) Applications of Marches/ Protests were received, processed, and granted for: (**1**) Holy Trinity Catholic Church, 25 March 2018 (**2**) EFF, 23 March 2018, (**3**) Route 65, 25 August 2017, (**4**) Children Evang. Fellow, 16 June 2018, (**5**) Child. Of the Dawn, 6 June 2018, (**6**) KEHS, 19 March 2018, (**7**) Matat. Maluti Mass Action, 18 May 2018 (**8**) Ward 22, 23 April 2018, (**9**) Roman Catholic Church, 5 April 2018	N/A	N/A	N/A	N/A	Yes, March Application Form

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
N/A	N/A	N/A	N/A	N/A	Promote Community and Stakeholder participation in Municipal and Government programmes.	**P6G13O88.01**	Conduct **two (2)** Community Safety Forum meetings by June 2018	Number of CSF to be conducted by set date	Two (2) Community Safety Forum meetings were held on 11 May 2018 and 22 June 2018. One (1) Law Enforcement Stakeholders meeting held with Route 5 Forum – on 6 October 2017.	N/A	N/A	N/A	N/A	YES, Attendance Register
N/A	N/A	N/A	N/A	N/A	Promote public awareness and consumer Education on municipal programmes and services.	**P6G13O88.01**	Conduct **two (2)** local transport forum meetings by June 2018	Number of Local Transport Forum meeting conducted by set date	Two (02) Local Transport Forum meetings held on 5 October 2017 and 29 June 2018	N/A	N/A	N/A	N/A	YES, Attendance Register
N/A	N/A	N/A	N/A	N/A	Deliver an efficient and effective support to the functioning of the council and its committees.	**P6G12O75.01**	Development and approval of 2018/2019 annual municipal calendar of meetings by 30 June 2018	2018/2019 Annual calendar approved by set date	The MLM Year Planner for 2018/2019 was adopted by Council on 26 April 2018, **CR339/26/04/2018** after consultation with various departments of MLM	N/A	N/A	N/A	N/A	Yes – Council Extract

To deliver an efficient and effective support to the functioning of the council and its committees	K2.CRS.12	Publicizing of all Council Meetings at least 5 days before sitting of Council Meetings	Council meetings publicized within prescribed time frame	Publicizing of all Council Meetings at least 5 days before sitting of Council Meetings was done for Quarter, 1, 2 and 4. Only one (1) meeting for 2016/2017 (Quarter 3) was not advertised 5 days before the Council meeting. The Special Council meeting of 24 March 2017 was advertised on 20 March 2017 in the in the Daily Dispatch Newspaper, only 4 days before the Council meeting. Six (6) {29 July, 2016, 28 October 2016, 9 December 2016, 26 January 2017, 28 April 2017 and 29 May 2017} out of seven (7) meetings were advertised 5 days before the Council meetings.	Deliver an efficient and effective support to the functioning of the council and its committees.	**P6G12O75.02**	Publicize four (4) Council Meetings at least 5 days before sitting of Council Meeting by 30 June 2018	Number of Council meetings publicized within the prescribed timeframe by set date	SEVEN (7) notices were published as follows: Q1 - The Council meeting of 28 July 2017 was advertised on 21 July 2017 in the Ikhwezi Newspaper - 7 days before the council meeting. Q2 - The Council Meeting of 30 October 2017 was advertised on 20 October 2017 in the Fever Newspaper- 10 days before the council meeting. Q2 - The Council Meeting of 14 December 2017 was advertised on 08 December 2017 in the Fever Newspaper- 6 days before the council meeting. Q3 - The Council Meeting of 29 January 2018 was advertised on 19 January 2018 in the Fever Newspaper - 10 days before the council meeting. Q3 - The Council	N/A	N/A	N/A	N/A	Yes – Copy of News paper

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
									Meeting of 28 March 2018 was advertised on 23 March 2018 in the Fever Newspaper- 5 days before the council meeting.` Q4 - The Council meeting of 26 April 2018 was advertised in the Fever newspaper on 20 April 2018, six (6) days before the Council Meeting. Q4 - The Council meeting of 29 May 2018 was advertised in the Fever newspaper on 18 May 2018, eleven (11) days before the Council Meeting.					

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
To deliver an efficient and effective support to the functioning of the council and its committees	K2.CRS.13	Production of Minutes of each governance structure meeting within 2 weeks after sitting	Minutes of each governance structure meeting produced within the prescribed time frame	Minutes of each governance structure meeting were available and submitted to the Chairpersons within 2 weeks after sitting. Eighty five (85) meetings were scheduled for the 2016/2017 financial year. The Secretariat Services prepared for 101 meetings for the 2016/2017 financial year which included sixteen (16), re-scheduled and special meetings, 64 sets of minutes were prepared for meetings that quorate and convened.	Deliver an efficient and effective support to the functioning of the council and its committees.	P6G12O75.03	Production of minutes of each governance structure meeting within 2 weeks after sitting	Minutes of meetings produced and submitted to the chairperson of the meeting within the prescribed timeframe.	Seventy (70) sets of Draft Minutes were sent to Chairpersons within two (2) weeks {which is the prescribed timeframe} after meetings held during 2017 2018. Thirty seven (37) were sent by Mid-year, thirteen (13) at the end of Quarter 3 and twenty (20) by the end of Quarter 4	N/A	N/A	N/A	N/A	N/A	YES

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
To deliver an efficient and effective support to the functioning of the council and its committees	K2.CRS.14	Produce council Resolutions within two weeks of council meeting	Council resolutions produced within 2 weeks after each council meeting	173 Council resolutions (CR 946/01/08/16 to CR 159/29/05/2017) were captured and available for the 2016/2017 financial year and distributed within 2 weeks after each council meeting	Deliver an efficient and effective support to the functioning of the council and its committees.	P6G12O75.04	Council Resolutions captured within 3 weeks of sitting of every Council meeting by 30 June 2018	Captured Council resolutions within the prescribed timeframe from the sitting of council meeting	Two hundred and four (204) Council resolutions (CR 160/28/07/2017 to CR 364/29/05/2018) were captured and available for the 2017/2018 financial year and distributed within 3 (three) weeks after each council meeting.	N/A	N/A	N/A	N/A	Yes, Council Resolution list and proof of email sent to the Speaker and Management
To deliver an efficient and effective support to the Management Team Meetings (MTMs)	K2.CRS.38	Produce 4 report on Monitoring of Scheduled Sitting of governance meetings by 30 June 2017	Number of reports produced on Monitoring of Scheduled Sitting of governance meetings by set date	12 reports on sitting of meetings drawn up for MTM meetings – reports reflected as item 3.1 of MTM reports and submitted quarterly to Council.	Deliver an efficient and effective support to the functioning of the council and its committees.	P6G12O75.05	12 Monthly reports on sitting of governance meetings by 30 June 2018	12 Monthly reports produced by set date	12 monthly reports on the sitting of meetings were submitted to MTM, Corp Serv. STANCO, EXCO and Council as per Section C of the Units Report	N/A	N/A	N/A	N/A	Yes, Section C reports

To deliver an efficient and effective support to the Management Team Meetings (MTMs)	K2.CRS.15	Issuing of 12 notices of the Management Team Meeting regarding scheduled meetings	Number of notices issued on MTM	12 notices including the 2 of the cancelled meetings were issued to the Management Team.	Deliver an efficient and effective support to the functioning of the Management Team Meetings (MTM)	**P6G12O76.02**	Issuing of 12 notices of the Management Team Meeting (MTM), at least 5 working days before the scheduled day of the meeting	Number of notices issued to Management team within the prescribed timeframe before sitting of MTM	12 (Twelve) notices were issued as follows: The coretalk for the meeting of 11 July 2017 was sent on 4 July 2017. The coretalk for the meeting of 15 Aug. 2017 was sent on 7 Aug. 2017. The coretalk for the meeting of 12 Sept. 2017 was sent on 5 Sept. 2017. The coretalk for the meeting of 10 Oct. 2017 was sent on 2 Oct. 2017. A Coretalk was issued on 1 November 2017 for the rescheduled MTMs of 13 & 14 Nov. 2017 and another coretalk was sent on 15 Nov. 2017 for the rescheduled meeting of 21 Nov. 2017. Coretalk was issued on 4 December 2017 for the scheduled meeting of 12 Dec. 2017. The Coretalk was issued on 22 December 2017			N/A	N/A	

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
									for the scheduled meeting of 9 January 2018. The Coretalk was issued on 2 February 2018 for the scheduled meeting of 13 February 2018. The Coretalk was issued on 5 March 2018 for the scheduled meeting of 13 March 2018. The coretalk for the scheduled meetings of 15 May 2018 was sent on 4 May 2018}, for the scheduled meeting of 12 June the coretalk was issued on 4 June 2018 and for the scheduled meeting of 10 July 2018 the coretalk was sent on 29 June 2018					

To deliver an efficient and effective support to the Management Team Meetings (MTMs)	K2.CRS.16	Preparation and consolidation of 12 MTM Agenda	Number of MTM agenda issued	12 Agendas were prepared and sent to the Management Team for the scheduled meetings.	Deliver an efficient and effective support to the functioning of the Management Team Meetings (MTM)	**P6G12O76.02**	Prepare and consolidate 12 MTM agendas for the Sitting of Monthly management meeting by 30 June 2018	Number of agendas prepared and consolidated for the sitting of MTM meetings	The AGENDA for the meeting of 11 July 2017 was sent 16h12. The AGENDA for the meeting of 15 Aug. 2017 was at 15h48. The AGENDA for the meeting of 12 Sept. 2017 was at 17h12. The AGENDA for the meeting of 10 Oct. 2017 was at 16h33 Agenda was issued 95 hours before the scheduled meeting – on Thursday, 9 November 2017 at 15h29 for meetings of 13 & 14 November 2017. The AGENDA for the meeting of 12 Dec. 2017 was at 20h35. On Friday, 5 January 2018 at 15h020 for meeting of 9 January 2018. Agenda was issued 1 day before the scheduled meeting – on Monday, 12 February 2018 at 15h50 for meeting of 13 February 2018. Agenda was issued 1 day before the	Reports submitted late by Middle Managers	Managers will be encouraged to submit reports timeously, that is the Wednesday, before the scheduled Tuesday MTM	N/A	N/A	Yes, Email of Agenda's sent

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
									scheduled meeting – on Monday, 12 March 2018 at 16h08 for meeting of 13 March 2018 The MTM Agenda for the scheduled meetings of 15 May 2018 was sent on 14 May, for the scheduled meeting of 12 June the MTM Agenda was issued on 11 June 2018 and For the scheduled meeting of 10 July 2018 the MTM Agenda was sent on 9 July 2018.					

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
To provide a healthy, safe, secure and a productive work environment.	K2.CRS.08	four (4) OHS Committee meetings by 30 June 2017	Number OHS Committee meetings by set date	OHS Committee was established during quarter one. Four (4) OHS Committee meeting held on 21 Sep 2016, 25 Nov 2016, 09 March and 21 April 2017, respectively. OHS Committee members undergone training on 28 to 30 June 2017.	Implementation of EE ACT, no.55 of 1998 as determined by the Department of Labour.	P6G12O77.01	Four (4) OHS Committee meetings held by 30 June 2018.	Number of Health & Safety committee meetings held by set date	Four (4) OHS Committee meetings were held as follows: - 31 August 2017; - 27 October 2017; - 16 February 2018; and - 04 June 2018.	N/A	N/A	N/A	N/A	YES, Invitation letter, attendance registers
N/A	N/A	N/A	N/A	N/A	Implementation of EE ACT, no.55 of 1998 as determined by the Department of Labour.	P6G12O77.01	Two (02) Workplace inspection conducted within the municipality by 30 June 2018.	Number of Health & Safety inspections conducted by set date	Two (2) workplace inspections were conducted within the Municipality as follows: 12 October 2017; and 12 June 2018.	N/A	N/A	N/A	N/A	YES, inspection report to Management

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
N/A	N/A	N/A	N/A	N/A	Implementation of EE ACT, no.55 of 1998 as determined by the Department of Labour.	**P6G12O77.01**	Facilitate the acquisition & placement of twelve (12) first aid kit boxes for municipal work stations by 31 March 2018.	Number of First aid kit boxes acquired & placed by set date	Twelve first aid kit boxes were bought and delivered on 20 February 2018	N/A	N/A	R30 000.00	R22,600.00	YES, TOR submitted to SCM/ BSC and Delivery note
N/A	N/A	N/A	N/A	N/A	Implementation of EE ACT, no.55 of 1998 as determined by the Department of Labour.	**P6G12076.02**	Hold Two (02) Employment Equity Committee meetings by 30 June 2018.	Number of EEC meetings held by set date.	Two Employment Equity Committee meetings were held as follows: 30 November 2017; and 17 May 2018.	N/A	N/A	N/A	N/A	YES, Invitation and attendance register
Implementation of EE Act, No.55 of 1998 as determined by the Department of Labour	K5.CRS.01	Employment Equity Report submitted By 15 January 2017	Report submitted by 15 January 2017	EE Committee was established, and adopted by Council on 28/10/16. EE report prepared and submitted on 14 Dec 2016.	Implementation of EE ACT, no.55 of 1998 as determined by the Department of Labour.	**P6G12076.03**	Online Employment Equity Report submitted to DoL By 15 January 2018.	Employment Equity report submitted online by set date.	Online Employment Equity Report was submitted to DoL. on 18 December 2017	N/A	N/A	N/A	N/A	YES, Screen shot
N/A	**N/A**	N/A	N/A	N/A	To review the municipal compliance on the municipal Standard Chart of Accounts (mSCOA).	**P6G14O93.01**	Conduct four (4) quarterly reviews on mSCOA internal monitoring checklist by 30 June 2018	Number of quarterly checklists monitored by set date	Four quarterly mSCOA internal monitoring checklist completed on 31 July 2017, 23 August 2017 31 March 2018 and 22 June 2018.	N/A	N/A	N/A	N/A	YES, Four (4) reports

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
N/A	N/A	N/A	N/A	N/A	To review the municipal compliance on the municipal Standard Chart of Accounts (mSCOA)	P6G14O93.01	4 Capacity Building workshops for Councilors and 1 Capacity building workshops for Staff on Performance Management System and Risk Management by 30 June 2018 Date of Submission of mid-term report by set date.	Number of capacity building workshops conducted for councilors and staff by set date	Four (4) Capacity Building workshops were held on 22, 26, 27 and 28 June 2018. Fifty seven (57) staff members attended on 22 June 2018. Forty nine (49) staff members attended on 26 June 2018. Three (3) Councillors attended on 27 June 2018. Eight (8) Councillors and five (5) staff members attended on 28 June 2018.	N/A	N/A	R500,000.00	R0.00 as the wrong segment description was allocated for this project. The Project was done in-house	Yes, four (4) x Attendance Registers. **CR358**/29/05/2018

To capacitate staff on HR Policies	K5.CRS.02	Workshop six (6) municipal departments on HR policies by 30 June 2017	Number of municipal departments that received workshops on HR Policies by set date	Workshops for six (6) municipal departments on HR policies were held by 30 June 2017. A total of two hundred & six (206) employees attended and participated at the Workshops.	Ensure compliance to legislation, adopted policies and plans.	**P6G12077.02**	Review of 27 HR policies, 1 Plan, & 11 Standard Operating Procedures by 30 June 2018.	Number of approved Policies, plans and Standard Operating Procedure reviewed by set date.	Twenty-Nine (29) HRM policies, 02 Plans, & 11 Standard Operating Procedures were reviewed and submitted to Council Structures from 24 January 2018, and adopted by Council on 26 April 2018, as per Council Resolution number CR 354/26/04/2018. More and above, there were three (3) Workshops for six (6) municipal departments were conducted on the 2017/18 reviewed HRM policies as follows: 31 July 2017 (Infrastructure and Corporate Services) 13 September 2017 (EDP and BTO) 30 October 2017 (Community Services and OMM).	N/A	N/A	N/A	N/A	YES, Council Extract
To provide effective and efficient ICT governance	K5.CRS.04	To have four (4) ICT Governance Policy Framework documents	Number of approved ICT governance framework by 30 June 2017	The four (4) ICT Governance Framework Documents were referred	Ensure compliance to legislation, adopted policies and plans.	**P6G12O77.03**	Review of 9 policies, 4 Plans, and 6 Standard Operating Procedures	Number of approved Policies , plans and Standard Operating	Ten (10) policies , three (3) plans , six (6) Standard Operating Procedures and	N/A	N/A	N/A	N/A	YES, Council Extract

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
		adopted by 30 June 2017		to Corporate Services Standing Committee			approved by council by 30 June 2018	Procedure approved by the set date	one (1) Terms of Reference were reviewed and adopted by Council on 29 May 2018 - (CR 362/29/05/2018, CR 363/29/05/2018)					
To provide effective and efficient ICT governance	K5.CRS.05	Review of File Plan, Registry, records and archive policy and adoption thereof by 30 June 2017	Number of approved policies by 30 June 2017	File Plan sent to Provincial Archives on the 13 March 2017 for approval and follow-ups made Registry, records and archive policy was referred to next meeting y Corporate Services Standing Committee on 20 April 2017										
To provide effective and efficient ICT governance	K5.CRS.06	To have 4 ICT Steering Committee sitting according to schedule by 30 June 2017	4 Steering Committee meetings by 30 June 2017	One (1) ICT Steering Committee was held 13 July 2016	Ensure compliance to legislation, adopted policies and plans.	P6G12O77.04	To facilitate and hold four (4) ICT Steering Committee meetings by 30 June 2018	Number of ICT Steering Committee Meetings held by the set date	Four (4) ICT Steering Committee meetings were held as follows: 10 January 2018 19 March 2018 25 April 2018 and 20 June 2018	N/A	N/A	N/A	N/A	YES, Attendance registers for all four meeting
N/A	N/A	N/A	N/A	N/A	Ensure compliance to legislation, adopted policies and plans.	P6G12O77.05	Procurement of one (1) enterprise software license by 31 December 2017	Number of Procured enterprise software license by set date	One (1) Microsoft enterprise license was procured and paid for on 05/09/2017	N/A	N/A	R566,941,59	R566,941,59	Yes, Proof of payment

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
N/A	N/A	N/A	N/A	N/A	Ensure compliance to legislation, adopted policies and plans.	**P6G12O77.09**	100% Serving of Compliance notices within one week of identification	Percentage of compliance notices served within the prescribed period.	Twenty Five (25) compliance notices (***Funeral Parlors, B&Bs, and Businesses having no special consents approvals from ML***), permits were served	After consultation (verbal) Compliance matters were dealt with during 2017/2018	N/A	N/A	N/A	Yes, non-compliance notices issued
N/A	N/A	N/A	N/A	N/A	Ensure compliance to legislation, adopted policies and plans.	**P6G12O77.24**	100% Processing Outdoor advertising and Signage applications within 60 days of receipt	Percentage of advertising and Signage applications Processed within prescribed period	10 applications (advertising and renewal of contracts) were processed by 30 June 2018.	N/A	N/A	N/A	N/A	Yes, Applications Forms
N/A	N/A	N/A	N/A	N/A	Ensure compliance to legislation, adopted policies and plans.	**P6G12O77.13**	100% Processing of Municipal land lease and disposal applications within 60 days of receipt	Percentage of Municipal land disposal applications Processed within prescribed Period	**14** applications <u>processed</u> (received Jul, Oct, Nov, Dec 2017) **8** applications <u>acknowledged</u> (Jan, Feb, Mar, Apr, May, Jun 2018)	**22** applications were received. **7** were <u>not processed</u> - a decision was made in the Third and Fourth Quarter that no applications were to be processed as the unit resolved to first review the Land Disposal Policy.	Land Disposal Policy reviewed and submitted for Council approval in July 2018 – CR**385/30/07/2018**)	N/A	N/A	Yes, Register

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
N/A	N/A	N/A	N/A	N/A	Ensure compliance to legislation, adopted policies and plans.	P6G12O77.25	Processing of 15 rezoning & public open space disclosure applications by 30 June 2018	Number of rezoned and public open space closed applications processed by set date	No processing of rezoning and closure of open spaces was done by 30 June 2018.	The bid processes only commenced after the approval of the Adjusted Budget in January 2018. The Advert was first placed on 16 March and re-advertised 8 June 2018 after non-responsive bids were received.	Once the Surveyor is appointed the process will commence by Q2 of the 2018/2019 financial year.	R500,000.00	R0.00	YES, Advert for appointment of Surveyor
N/A	N/A	N/A	N/A	N/A	Sustainable planning and implementation of idp for the period 2017/2022	P6G12O84.01	Develop and adopt one (1) of 2018/2019 IDP/Budget Process Plan by 31 July 2017	Number 2018/2019 IDP/Budget Process Plans developed and adopted by set date	The process plan adopted by council on 28 July 2017, **CR 182/28/07/201**. The process plan was revised and adopted by council on 27 October 2017 **CR211/30/10/2017**	N/A	N/A	N/A	N/A	YES, Process plan document and revised process plan

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
To develop a credible and implementable IDP for the period 2017-2022	K5.EDP.01	Development of the 2017/2022 IDP process Plan by 31 August 2016	Adopted IDP process plan by set date	IDP/Budget Process Plan adopted by Council on the 01 August 2016	Sustainable planning and implementation of idp for the period 2017/2022	**P6G12O84.02**	Conduct 4 IDP Steering Committee and **Representative Forum Meetings** by 30 June 2018	Number of IDP Steering Committee and Representative Forum of meetings held by set date	Four (4) IDP Steering Committee meetings were held on 16 August 2017, 30 November 2017, 21 February 2018 and 23 May 2018. Only three (3) **Representative Forum Meetings** on 16 August 2017, 5 December 2017 and 16 May 2018.	The 4th Representative **Forum Meeting scheduled for 15 March 2018 was** cancelled due to the National Council of Provinces (NCOP) visit to the municipality.	N/A	R20,000.00	R4,130.00	YES , attendance registers
	K5.EDP.02	Conduct 4 IDP representative forums and steering committee meetings by 30 June 2017	Number of meeting held by set date	1st IDP Rep Forum & Steering Committee meeting held on 22 Sept 2016, 2nd IDP Rep Forum & Steering Committee meeting held on the 07 Dec 2016, 3rd IDP Rep Forum and Steering Committee held on the 03 March 2017.	Sustainable planning and implementation of idp for the period 2017/2022	**P6G12O84.03**	Review of 26 **ward based plans** by 30 June18	Number of plans developed by set date	26 draft Ward Based Plans designed and completed by 30 June 2018.	Ward Based Plans were to be tabled to Council for noting but due to timeframes on data analysis and verification the targeted timeframe could not be met.	Uploads will be done in August 2018 after the Ward Based Plans are tabled to Council for noting in the 30 July 2018	R150, 000.00	R159,864.56 (virement of R10,000 was done)	YES, Electronic copies of 26 ward based plans

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
N/A	N/A	N/A	N/A	N/A	Sustainable planning and implementation of idp for the period 2017/2022	**P6G12O84.04**	Conduct one (1) Community Based Planning programme (CBP) by 30 November 2017	Number of CBP programmes Conducted by set date	Community Based Planning programme (CBP) was conducted from 13 - 20 November 2017.	N/A	N/A	R250,000.00	R122,329.14 (IDP catering) R130,500.00 (IDP Transport) =(R252,829.14) outstanding balance was paid from BTO' outreach budget	YES, CBP report and attendance registers
N/A	N/A	N/A	N/A	N/A	Sustainable planning and implementation of idp for the period 2017/2022	**P6G12O84.06**	Table one (1) Status Quo Report to Council by 31 January 2018	Number of Status Quo Report tabled to council by set date	The Status Quo (situational analysis) report has been tabled to council on 29 January 2018 as per CR ***253/29/01/2018***	N/A	N/A	N/A	N/A	YES, status Quo report and council resolution
	K5.EDP.05	Facilitate the strategic planning session and orientation workshop for councillors by 28 February 2017	strategic planning session and workshop held by set date	Council Orientation workshop was conducted on the 04-08 Sept 2016 Strategic Planning session was held on 05-09 Feb 2017.	Sustainable planning and implementation of idp for the period 2017/2022	**P6G12O84.07**	Hold one (1) Strategic Planning Session by 28 February 2018	Number of Strategic Planning Session Held by set date	The strategic planning session was held from the 4th -8th February 2018, in Durban-Garden Court Mhlanga	N/A	N/A	R900,000.00	R889,592.33	YES, attendance register, programme and strategic planning session report

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
	K5.EDP.07	Tabling and adoption of the 2017/22 IDP 31 May 2017	IDP document adopted by set date	2017/22 Draft IDP was noted by council on 31 March 2017 2017/2022 IDP was adopted by Council on the 29 May 2017 Biding and design, Service provider appointed	Sustainable planning and implementation of idp for the period 2017/2022	**P6G12O84.08**	Table one (1) 2018/19 Draft IDP Review Document by 31 March 2018	Number of Draft 2018/19 IDP Reviews tabled to Council by set date	The draft 2018/19 IDP review has been tabled to council on 28 March 2018 as per **CR 301/28/03/2018**. The 2018/2019 IDP review document was adopted by Council on the 29 May 2018 **CR 355/29/05/2018**	N/A	N/A	R1,000.00	R890.00	YES , 2018/19 IDP document and council resolutions

	K5.EDP.06	9 public notices as per the adopted IDP process plan by 30 June 2017	Number of public notices made by set date	Public notice for Stakeholder's participation and process plan was publicized on the 08 July 2016. 1st Rep Forum published on the 16 Sept 2016. 2nd Rep Forum published on the 02 December 2016 3rd IDP public notice was put on all municipal notice boards IDP Community Outreach was published on the 11 November 2016 IDP & Budget was Publicized on the 31 March 2017 Draft IDP was publicized on the 31 March 2017. Adopted 2017/2022 IDP was publicized on the 02 June 2017	Sustainable planning and implementation of idp for the period 2017/2022	**P6G12O84.10**	Advertisement of 9 Public Notices by 30 June 2018	Number of Public Notices advertised by set date	Process plan and stakeholders invitation notice was published on 11 August 2017 1st IDP Rep Forum meeting advertised on Fever newspaper 11th August 2017 2nd IDP Rep Forum meeting advertised on notice boards 24 November 17 CBP notice advertised on Pondo News on 15th September and 27 October 2017 on fever newspaper 3rd Rep Forum meeting notice was published on Pondo News, 02 March 2018 4th Rep Forum Public Notice advertised on 04 May 2018 Public Notice for Tabling of the Draft IDP advertised 06 April 2018 on Ikhwezi Publishers newspaper Public Notice for the IDP & Budget Outreach advertised 30 March 2018 published on	N/A	N/A	R30 000.00	Budget Allocated at SCM	YES, Public notices

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
									Fever Newspaper Public Notice for Adoption of the IDP was advertised on 01 June 2018					
				Awareness Campaign on 15th of February 2017. Mayor's radio slot on Alfred Nzo Community Radio: 03/05/2017 and on 29/06/2017.)	Promote public awareness and consumer Education on municipal programmes and services.	P6G13O88.03	Conduct two (2) Awareness Campaigns of info sharing on business opportunities and financial management for SMMEs and Co-operatives by 30 June 2018	Number of awareness Campaigns conducted by set date	2 Awareness campaign meetings were held on the 06 December 2017 and 21 June 2018,	N/A	N/A	R20,000.00	R0.00 SEDA provided funding	Yes, Q2 & Q4: Attendance Register
N/A	N/A	N/A	N/A	N/A	Promote public awareness and consumer Education on municipal programmes and services.	P6G13O88.02	Conduct one (1) tourism Awareness campaign for the establishment of tourism projects/businesses in ward 19 by 30 June 2018	Number of Awareness campaigns held by set date	Awareness campaign meeting was held on the 20 March 2018	N/A	N/A	R10 000.00	R4,200.00	YES, Awareness Manual , attendance register
To provide effective legal drafting and contract management services for the Municipality	K5.OMM.58	100% Vetting of contracts and Development of Contract register by 30 June 2017	Percentage of Vetted contracts and developed Contract register	(100%) Contracts drafted and or vetted and Contract register developed. As at 30 June	Provide effective legal drafting and contract management services for the Municipality	P6G12O81.01	Draft and vet 100% contracts by 30 June 2018	Percentage of drafted and Vetted contracts by set date	26 contracts (SLA, MOU, Lease Agreements were vetted by 30 June 2018)	N/A	N/A	N/A	N/A	YES, copies of SLA, MOU, Lease Agreements

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
				2017 .Total 16 contracts										
To foster compliance with legal requirements Of the law	K5.OMM.59	To have drafted and reviewed (2) by-laws vetted by 30 June 2017	Number of By-laws vetted by the set date	2 Bylaws vetted as at 30 June 2017 (electricity, revenue and expenditure)	Provide effective legal drafting and contract management services for the Municipality	'	Draft and review 2 by-laws by 30 June 2018	Number of By-laws drafted and reviewed by set date	Three (3) by-laws were **reviewed** and Pre-adopted by Council as per CR342/26/04/2018 (1) Credit Management By-law 2018 (2) Liquor Trading by law (3) Waste Management by-laws. Consultation was held on 3 & 4 July 2018 with public members.	N/A	N/A	N/A	N/A	YES, Draft By-laws
To provide an effective litigation services in defending the interests of the Municipality	K5.OMM.60	12 monthly report on Administration and management of litigation cases against and or instituted by the municipality	Number of reports on cases against and instituted by the municipality	12 monthly report on Administration and management of litigation cases against and or instituted by the municipality	Provide an effective litigation services in defending the interests of the Municipality	**P6G12O82.01**	12 Monthly reports on Administration and management of litigation cases against and instituted by the municipality by 30 June 2018	Number of reports on cases against and instituted by the municipality by set date. Number of reports on cases against and instituted by the municipality by set date.	12 monthly reports were compiled and submitted to MTM on a Monthly basis	N/A	N/A	R7,000,000.00	R5,276,450.51 (**Legal Cost for cases as per the reports**)	YES, Reports
N/A	N/A	N/A	N/A	N/A	Provide an effective litigation services in defending the	**P6G12O82.02**	Appointment of one (1) Municipal Panel of Attorneys by 30 June 2018	Number of appointed municipal panel of Attorneys	Three (3) law firms were appointed in April 2018	N/A	N/A	N/A	N/A	YES, Appointment letters

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
					interests of the Municipality			appointed by set date						
N/A	N/A	N/A	N/A	N/A	Obtain Municipal Property registration and proof of ownership	P6G12O82.02	Appointment of one (1) Municipal Panel of Attorneys by 30 June 2018	Number of appointed municipal panel of Attorneys appointed by set date	A conveyancer was appointed in May 2018 to apply on behalf of the MLM to the Deeds office for 20 tittle deeds. The 20 title **deeds were not** obtained.	A budget for this project was only made available after the Budget adjustment in January 2018. Once the conveyancer was appointed additional information regarding the properties were requested which led to the delay in processing the application.	Tittle deeds to be obtained in 2018/2019 financial year.	R1,000,000.00	N/A	YES, Appointment letter for Conveyancer and List of the 20 Municipal Properties
N/A	N/A	N/A	N/A	N/A	Ensure compliance to legislation, adopted policies and plans	P6G12O77.22	Appointment of one (1) Municipal Panel of Attorneys by 30 June 2018	Number of appointed municipal panel of Attorneys appointed by set date	Strategy was adopted by council in April 2018 – CR341/26/04/2018	N/A	N/A	N/A	N/A	YES, Council Extract
N/A	N/A	N/A	N/A	N/A	Provide an effective litigation services in defending the interests of the Municipality	-	Provide 100% Legal opinions by 30 June 2018	Percentage of legal opinions provided by set date	6 (Six) written legal opinions were provided by 30 June 2018	N/A	N/A	N/A	N/A	YES, Copies of Legal Opinions

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
N/A	N/A	N/A	N/A	N/A	Ensure compliance to legislation, adopted policies and plans.	P6G12O77.18	**100% Illegal Development Notices** issued within 7 days of identification by 30 June 2018 100% None compliance on illegal development Notices submitted to the Local Magistrate by 30 March 2018	Percentage of illegal Development Notices Issued within prescribed period Percentage of noncompliance on illegal development notices submitted to the magistrate by set date	(43) 100% Illegal Development Notices issued within 7 days of identification and issued To the community in ward 01, 19, 20 and 26 by 30 June 2018. 0% compliance on illegal development Notices submitted to the Local Magistrate by 30 March 2018	The absence of the Sheriff to assist in the matter has delayed the process.	Through the Enforcement Forum formulated, the EPWPs will be appointed to do monitoring in order to reduce illegal developments in 2018/19 financial year	N/A	N/A	Yes, Illegal notices.
N/A	N/A	N/A	N/A	N/A	Ensure compliance to legislation, adopted policies and plans.	P6G12O77.19	100 % of Scheduled construction inspections conducted in Residential Development, Municipal Projects & Dept. of Human Settlements Projects	Percentage of Scheduled construction inspection conducted by set date	Sixty nine (69) construction inspections conducted for 1500 Maritseng Housing Project in ward 01, 02, 03 and 06.	N/A	N/A	N/A	N/A	Yes, Happy Letters and inspection shirt.

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
N/A	N/A	N/A	N/A	N/A	Promote public awareness and consumer Education on municipal programmes and services.	P6G13O88.04	Roll out 8 Consumer Education programs on Human Settlements by 30 June 2018	Number of Consumer Education Programs on Human Settlement conducted by set date	Nine (9) Consumer Education Programs conducted: **Q1** consumer education was done at Caba Mdeni in ward 10 on date 28 August 2017, Mvenyane in ward 21 on date 29 August 2017. **Q2** consumer education was conducted at Zwelitsha in ward 08 on date 25 October 2017, Mehloloaneng in ward 16 on date 21 December 2017. **Q3** consumer education was conducted at Mehloloaneng in ward 16 on date 20 January 2018, Caba Mdeni in ward 10 on 24 March 2018, **Q4** consumer education was conducted at New Amalfi in ward 26 on 24	N/A	N/A	N/A	N/A	Yes, Attendance register

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
									April 2018, Bulfontain in ward 26 on 02 May 2018 and Sandfotain in ward 26 on 18 May 2018.					
N/A	N/A	N/A	N/A	N/A	Promote public awareness and consumer Education on municipal programmes and services.	P6G13O88.05	One (1) funding application submitted to DoHS for Mixed development township establishment and 200 applications submitted to DoHS by 30 June 2018	Number of funding applications submitted to DoHs for Mixed Dev Township and Number of beneficiary applications submitted by set date	**Q1**: A meeting with the Department of Human Settlements was held on date 06 July 2017 at MLM offices. The letter of confirmation of water and sewer bulk was written to Alfred Nzo on date 31 July 2017. **Q2**: The acknowledgement of the letter by Alfred Nzo was received through email. A second meeting was held on 14 November 2017 at Kokstad and sent a letter on date 21 November 2017. Q3: A letter for confirmation of bulk services was re-sent the	The follow-up meeting will be done through Executive Mayor's office for 2018/19 financial year.	N/A	N/A	N/A	Yes, Meeting agenda with Register, Letter of bulk service confirmation and acknowledgment with follow ups emails

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
									to Alfred Nzo on date 15 February 2018 and acknowledgement of the letter was received dated:					
N/A	N/A	N/A	N/A	N/A	Promote public awareness and consumer Education on municipal programmes and services.	**P6G13O88.06**	1000 Beneficiaries Captured on the National Housing Needs Register (NHNR) by 30 June 2018	Number of beneficiaries captured on the NHNR by set date	427 beneficiaries captured on the National Housing Needs Register NHNR by 30 June 2018.	573 (1000 – 427) not captured due to repetition of forms on the National system	Continue with updated of the National housing Needs NHNR system for 2018/19 financial year.	N/A	N/A	Yes, Questionnaire form, Report National Housing Needs Register NHNR and Repetition report
N/A	N/A	N/A	N/A	N/A	Promote public awareness and consumer Education on municipal programmes and services.	**P6G13O88.01**	Review and adopted one (1) 2017 /18 communications strategy by 30 June 2018	Number of Reviewed adopted Communication strategies by set date	One (1) Communications Plan presented to STANCO on 26th of September 2017 and adopted by Council as per **CR138/28/04/2017**	N/A	N/A	N/A	N/A	YES, Council Extract
N/A	N/A	N/A	N/A	N/A	Promote public awareness and	**P6G13**	Hold four (4) Local Communicato	Number of LCF meetings	Four (4) LCFs held as off: **25th August 2017**,	N/A	N/A	R15,000.00	R15,000.00	YES, Attendance

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
					consumer Education on municipal programmes and services.		rs Forum meetings by June 2018	held by set date	**27th of November 2017**, **15th of February 2018**, **19th of April 2018**,					Register
	K5.OMM.02	Coordinate 12 public engagements by June 2017	Number of Public engagements held by set date	13 Public engagements coordinated as at 30 June 2017 (5 media engagements were conducted: 24/08/2016, 20/01/2017, 27/03/2017, 4/05/2017 and 08/05/2017 4 IGR Forum meetings were held: 22/09/2016, 22/11/2016 13/03/2017 and 26/06/2017 4 Local Communicators Forum meetings were held: 31/-8/2016, 21/10/2016, 08/03/2017 and 20/06/2017 at the Municipality)	Promote public awareness and consumer Education on municipal programmes and services.	**P6G13O88.03**	Host 4 Intergovernmental Relations forum meetings by June 2018	Number of IGR forum meetings held by set date	Four (4) IGR Forum meetings were held as follows: 8th Sept 2017, 30th of Nov 2017, 21st of February 2018, 23rd of May 2018	N/A	N/A	R32,000.00	R32,000.00	YES, Attendance Register and Minutes of Meetings

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
N/A	N/A	N/A	N/A	N/A	Promote public awareness and consumer Education on municipal programmes and services.	**P6G13O88.04**	Establish 8 media partnerships by 30 June 2018	Number of Media engagements established by set date	Media partnership agreement signed with (1) ANCR in September 2017 Media partnership signed with (2) Daily Dispatch Media partnership established with (3) Naledi Ya Meso Newspaper and (4) Fever Publications in May 2018	N/A	N/A	R428,000.00	R428,000.00	YES, Service Level Agreement (SLA)
To promote dissemination of information across the municipality	K5.OMM.03	Secure 18 Radio Slots and Interviews by June 2017	Number of radio slots & Interviews conducted by set date	17 radio slots were secured and 17 Radio interviews conducted as at 30 June 2017: (4 interviews during Live broadcasts were conducted during matric awards ceremony on the 20/01/ 2017 29/05/2017 (open council day)	Ensure implementation of the Communication strategy and its action plan	**P6G13O88.04**	Secure 5 Radio slots by 30 June 2018	Number of radio slots secured by set date	Six (6) Radio slots as off: 2 radio slots on ANCR – for the mayor and head of communication on the 18th of September 2017. 3 radio slots were secured and utilized on Alfred Nzo community radio: 09/11/2017- Back to Basics Communications approach	N/A	N/A	R35,000.00	R35,000.00	YES, Confirmation Emails from (ANCR) Alfred Nzo Community Radio

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
				Library ICT Centre by Alfred Nzo District Municipality Outside Broadcast (OB) van. 11 Radio slots: MM was interviewed on Lesedi FM on the 23rd of January 2017 4 radio slots on Alfred Nzo Community Radio during Matric awards ceremony for the Mayor, Department of Education District Director, top learner achiever in the district and Municipal bursary beneficiary. 2 radio interviews for the mayor on the 20th of February on Alfred Nzo Community Radio on a free slot					24/11/2017 – Comms SPU P/Head on 16 Days of Activism 27/11/2017 – Acting Mayor Post IDP Community Outreach 15th of June 2018 - Speaker talking about Commonwealth Women Parliamentarians Dialogue and three radio slots (Speaker, Mayor & MM) during Open Council Day / State of the Municipality Address on the 29th of May 2018 and lastly on the 17th of May 2018 during special prayer day at Mpharane village.					

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
				provided by the District Municipality. Free coverage on Lesedi FM during the Disability Rights										
To promote dissemination of information across the municipality	K5.OMM.04	Produce 18 000 information publications produced by 30 June 2017.	Number of information publications produced by set date	8000 copies of the municipal newsletter were produced and printed in February 2017 2 newsletter versions published	Promote public awareness and consumer Education on municipal programmes and services.	P6G13O88.05	To produce 2 Newsletter editions by 30 June 2018	Number of newsletter editions produced by set date	Two (2) Editions produced as off: 2017/18 1st edition of the newsletter published in November 2017 AND 2nd edition 1 500 newsletter copies were printed in quarter 4. SASSA, Home Affairs & library utilized as distribution points	N/A	N/A	R15,000.00	R250,000.00	YES, PDFs of the Newsletter copies
N/A	N/A	N/A	N/A	N/A	Promote public awareness and consumer Education on municipal programmes and services.	P6G13O88.06	20 info graphics/Fact sheet developed by 30 June 2018	Number of info graphics/Fact Sheet produced by set date	Twenty (20) Info graphics produced as off: Q1 & Q2 = 3 Info graphic produced as follows: **(1)** Ced-Matat Race poster, **(2)** IDP outreach poster and **(3)** MLM WAD leaflet.	N/A	N/A	R200,000.00	R200,000.00	YES, PDFs of the Info graphics

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
									Q3& Q4 = **(4)** New Year poster & **(5)** Facebook cover. **(6)**Registration poster. **(7)**Bursary poster.**(8)**Invitations for Matric achiever awards.**(9)**Facebook poster **(10)**Lanyards for Matric awards **(11)**Programme for matric awards **(12 - 13)**2 posters of teenage pregnancy awareness **(14)**Poster of drug abuse awareness **(15)**Poster of world kidney day awareness **(16)**Poster for education summit **(17)**Designed poster of media invite to mayors Municipal **(18)**Status Quo media briefing. **(19)**Designed youth forums poster					

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
									(20) Tourism job opportunities for the youth, International museum day event held at Maluti Civic Centre, Power outage alert, SOMA and Open Council day and services on wheels for CWP event.					
N/A	N/A	N/A	N/A	N/A	Promote public awareness and consumer Education on municipal programmes and services.	**P6G13O88.07**	Produce 48 newspaper columns by 30 June 2018	Number of Newspaper columns produced by set date	47 (12+11+10+14) newspaper columns produced by 30 June 2018 as follows: Q1: **12** weekly newspaper columns were produced and published on Fever newspaper and one on Kokstad Advertiser Q2: **11** weekly newspaper columns were produced and published on Fever newspaper Q3: **10** newspaper	Fever newspaper did not print over the Festive Season	N/A	R135,000.00	R135,000.00	YES, News paper cuttings

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
									columns were published Q4: **14** newspaper columns / articles were published					
N/A	N/A	N/A	N/A	N/A	Promote public awareness and consumer Education on municipal programmes and services.	**P6G13O88.08**	2000 Council Posters printed/distributed by 30 June 2018	Number of Posters developed and printed by set date	2000 Council Posters printed in August 2018	N/A	N/A	R5,000.00	R5,000.00	YES, PDF of Poster from the Service Provider
N/A	N/A	N/A	N/A	N/A	Promote public awareness and consumer Education on municipal programmes and services.	**P6G13O88.09**	15 New Media products by June 2018	Number of new media productions by set date	20 AVs produced as follows 5 AVs produced during protests i.e. Sept 2017. 3 Video links about Matatiele Talk to Your Portfolio Head Programme A video link about Mangcobo aka Mazet motivates Matat youth Video Link of department of	N/A	N/A	N/A	N/A	YES, Uploaded snap shots products on Facebook

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
									Home Affairs explaining some of the services they render. 10 New Media products produced as off: Mayor giving a New year's Speech. Mayor addressing the Matric class of 2017 2018 matric achiever awards Mayors awards message Produced a slideshow video of Know your Councilors. Added events section and listeriosis awareness Produced 4 videos of public hearings Madam Speaker addressing media on demarcation issue. Produced 5 videos of public hearings upload newsletter Issue 2- Vol. 2 onto					

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
									screen video slideshow Produced 1 live video of mayor during briefing of NCOP visit. Produced 5 live videos of media briefing on Municipal Status Quo report New Media products Developed and uploaded on municipal Facebook page and HD screens new media products for the following programmes and or events: special prayer day event held at ward 13 (Mpharane) AU Anthem lyrics and South African Flag for State of the municipality address. 2 more videos of Tourism expo were also produced missing child report by SAPS.					

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
									Posted video of IGR meeting at council chambers Posted 2 videos of SOMA and Open council day at ward 24 (Ramafole) Uploaded Teaser video of Mayors SOMA speech on screens Posted 3videos of Thabo/Thando Mngomeni youth games. Posted 2 videos of mayors SOMA Live streaming of CWP dialogue					
N/A	N/A	N/A	N/A	N/A	Ensure implementation of the Communication strategy and its action plan	**P6G13O88.06**	12 service delivery write-ups written by June 2018	Number of new media productions by set date	20 write-ups prepared and sent to SALGA Communications Unit and Masincokole: 30 February 2018 =Class of 2017 awards 30 March 2018 =Disaster management Media engagement	N/A	N/A	R200,000.00	N/A	YES, Emails sent to OTP and SALGA

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
									30 April 2018= Basadi Bayaiketsetsa MEC Xasa's visit 29 may 2018 Inaugural procurement summit Public participation forum launch International Museum day 30 June 2018=CPW article SOMA article 30 July 2017=Youth Indaba article 30 August 2017=MEC Xasa's Visit 30 September 2017 =MDTTP article 30 October 2017=Public hearing on EC and KZN Matatiele responds to the damages November =Disability rights awareness 22 December 2017=Music festival					

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
									District awards Khanya Naledi Girls Sport festival					
Improve turnaround time and procedures for the handling of complaints and petitions	K5.OMM.21	Conduct market research and annual customer satisfaction survey by 30 June 2017	Market research and Survey conducted by set date	TORs drawn, tender advertised in the last quarter of FY16/17	Improve community involvement and participation through information sharing initiatives.	**P6G13O90.01**	Conduct one (1) customer satisfaction survey by 30 June 2018	Number of customer satisfaction survey conducted by set date	Conduct customer satisfaction survey by **30 November 2017**.	N/A	N/A	R200,000.00	R200,000.00	Yes, Customer Satisfaction Survey Report
N/A	N/A	N/A	N/A	N/A	Improve community involvement and participation through information sharing initiatives.	**P6G13O90.02**	Hold 8 migration dialogues by 30 June 2018	Number of community dialogues held by set date	8 migration dialogues were held by 30 June 2018 at the following places and dates: (1) Khaone, 2 March 2018 (2) Thabachicha, 31 Jan. 2018 (3) Zincnka, 29 June 2018 (4) Mgubho, 27 June 2018 (5) Hillside, 23 May 2018 (6) Qhobosheaneng (7) Nkululekweni, 12 Oct. 2018 (8) Lukholweni, 10 Oct. 2017	N/A	N/A	R20,000.00	R19,997.00	YES, Attendance Register
N/A	N/A	N/A	N/A	N/A	Improve community involvement	**P6G13**	Register 100% foreign	Percentage of foreign nationals	100% (150) Foreign Nationals were	N/A	N/A	N/A	N/A	YES, Migration

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
					and participation through information sharing initiatives.		nationals by 30 June 2018	registered by set date	registered on the Foreign National Database by 30 June 2018.					Database
To facilitate and coordinate women and elderly empowerment initiatives	K5.OMM.12	08 Information sharing programmes on issues affecting women and senior citizens and 1 golden games' event by 30 June 2017	Number of information sharing programs held by set date	09 Information sharing programmes on issues affecting women and senior citizen were held as follows:22 march 2017 ward 25, 28 March 2017 ward 14, 30 March 2017 ward 25, 14 march 2017 ward 21, 23 June 2017 ward 17, 24 May 2017, 18 May 2017 ward 06, 14 May 2017 ward 19, 12 April 2017 ward 12, 05 August 2016 ward 08, 25 August 2016 ward 06, 24 August 2016 ward 12, 28 November	Create an environment where designated groups actively participate in municipal programmes	P6G13O91.01	Hold 4 information sharing programmes on substance abuse, teenage pregnancy and career education covering 4 Wards by 30 June 2018	Number of information sharing sessions held by set date	8 sessions conducted as off: 11 September in Ward 17, 13 September in Ward 09, and 15 September at Tholang S.S.S, on 18 September, on 18 September at Maluti College, on 19 September in Ward 05 and on 20 September in Ward 23. Facilitation for Matatiele Youth to attended district girls camp 27-29 Nov Youth info session held on 17 Nov at Ward 4 Pre Matric exam prayer held on 19 October	N/A	N/A	R15,000.00	R15,000.00	YES, Attendance Register, Photos and report

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
				2016 ward 15, 16 November 2016 ward 25 and 08 December 2016 ward 20. 1 golden games' event was held on the 27 October 2016 at Thandanani stadium.										
N/A	N/A	N/A	N/A	N/A	Create an environment where designated groups actively participate in municipal programmes	P6G13O91.02	Hold 2 sport, arts or cultural programmes by 30 June 2018	Number of sport, arts or cultural programmes held by set date	U-19 Steve Tswete games held on 16 September 2017 at North end stadium and Provincial Steve Tshwete Games held on 28 Nov – 1 Dec in East London	N/A	N/A	R10,000.00	R10,000.00	YES, Attendance Register, Photos and poster
To ensure proper coordination marketing and branding of municipal events	K5.OMM.09	Support 6 events which brand & market Matatiele 30 Sep 2017	Number of supported events by set date	7 events supported by marketing/promotion: Ced-Matat Race by making posters to promote the event; Matat Fees in covering the story to be published;	Create an environment where designated groups actively participate in municipal programmes.	P3G4O40.02	Hold 1 Matric Awards ceremony by June 2018	Number of matric awards ceremony held by set date	One Matric awards ceremony held on 1 February 2018 at the Maluti Civic centre.	N/A	N/A	R75,000.00	R75,000.00	YES, Attendance Register, Photos, invitation and programme

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
				Heritage month celebration; 2016 Matric Awards Ceremony held on the 21 January 17 & assisted in the official handover of Moorosi Agric School. State of the Municipality Address was held on the 29th of May at Khauoe community hall Audio visual DVC produced for the 2017 SOMA Africa Month dialogue was conducted in Thabachicha on the 30th of May 2017										

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
N/A	N/A	N/A	N/A	N/A	Create an environment where designated groups actively participate in municipal programmes.	**P6G13O91.03**	Conduct 4 empowerment programmes for children by 30 June 2018	Number of children Empowerment Programmes conducted by set date	Four (4) empowerment programmes held as follows: Established c**hildren forum**s at Sive Special School on 15 February 2018 and on 19 February 2018 at Maluti Place of safety. Hosted 1 children's council at Maluti Social Development, Place of safety on 21 June 2018.	N/A	N/A	R80 000.00	R80 000.00	YES, Attendance Register, Photos and report
N/A	N/A	N/A	N/A	N/A	Create an environment where designated groups actively participate in municipal programmes.	**P6G13O91.05**	Assess, assist and monitor 04 women/men/elderly led projects by 30 June 2018	Number of women/men/ Elderly led projects assisted and monitored by set date	Projects for assessment as follows: Banoyolo elderly project at ward 12 on the 17 April 2018, mookodi old age organization at ward 01 on the 03 May 2018, Retshepile old age organization on the 10 May 2018 and Vukuzakhe Project on the 12 June 2018.	N/A	N/A	R150,000.00	R150,000.00	YES, Attendance Register and assessment report

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
									Assisted 01 project as follows: 28 June 2018 at ward 18 creative network. Visited 04 projects for assessment as follows: Banoyolo elderly project at ward 12 on the 17 April 2018, mookodi old age organization at ward 01 on the 03 May 2018, Retshepile old age organization on the 10 May 2018 and Vukuzakhe Project on the 12 June 2018.					
N/A	N/A	N/A	N/A	N/A	Create an environment where designated groups actively participate in municipal programmes.	P6G13O91.06	Hold one (1) golden games tournament by 30 June 2018	Number of golden games tournament held by set date	Golden Games held on 8 Nov at Ward 8	N/A	N/A	R10,000.00	R10,000.00	YES, Photos
To promote and protect the rights of	K5.OMM.16	Conduct 6 advocacy initiative programmes	Number of advocacy initiative programmes	6 Advocacy initiatives conducted:	Create an environment where designated	P6G13O9	Conduct 4 PWDs advocacy programmes	Number of advocacy programmes	Held Disability forum meeting on the 19 March 2018 where	N/A	N/A	R80,000.00	R80,000.00	YES, Photos

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
disabled people		conducted by 30 June 2017	conducted by set date	Deaf awareness week conducted at Cedarville from 7-08 September 2016. Deaf community (schools and people from wards) were present in this campaign. Stakeholders presented their programmes for the deaf and deaf people made suggestions and recommendations. Services were rendered in this campaign, DOH, DOE, RAF, THUTHUZELA and other stakeholders rendered their services. Two - day Deaf Awareness week held	groups actively participate in municipal programmes.		by 30 June 2018	conducted by set date	rights and responsibilities of the forum were discussed Visited 04 projects for monitoring as follows: Phalang project ward 14 on the 24 April 2018, Itikeng poultry project at ward 09 on the 25 April 2018, Basadi bayayiketsetsa project at ward 02 on the 26 April 2018 and ntataise old age at ward 01 on the 14 June 2018 (POE: attendance register and report)						

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
				Cedarville 7-8 Sept International Day for persons with disabilities held on Dec 6 Ward14. Conducted workshop at ward 22 17 May 2017 and town hall 15 February 2017 Forum election Nokwezi hall 13 March 2017.										
To coordinate HIV/AIDS Management initiatives	K5.OMM.19	4 LAC Meetings by 30 June 2017	Number of LAC meetings held by set date	4 LAC meeting held 21 September 2016 16 October 2016 16 March 2017 28 June 2017.	HIV response & eradication of HIV related stigma.	P6G13O92.01	Conduct 6 HIV/AIDS response programs by 30 June 2018	Number of HIV response programs conducted out by set date	Two (2) programs held (1) World AIDS Day held on 7 Dec 2017 at Chibini hall (2) Condom week was conducted in ward 07 at Sifolweni village on the 28	Capacity limitations within the Unit	HIV Officer appointed in July 2018 to ensure these programmes continue.	R45,000.00	R15 000.00	YES, Attendance Register, Photos

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
									February 2018. Four (4) response programmes NOT conducted.					
N/A	N/A	N/A	N/A	N/A	HIV response & eradication of HIV related stigma.	P6G13O92.02	Hold 4 LAC Meetings by 30 June 2018	Number of LAC meetings held by set date	4 LAC meetings held as off: LAC replaced by PLHIV summit on 29 August 2017 LAC held on 7 Nov. 2017 in Maluti LAC meeting was conducted on the 31 January 2018 LAC meeting was held on 17 May 2018 at the Council chamber	N/A	N/A	R25,000.00	R25,000.00	YES, Attendance Register and Minutes of Meetings
To coordinate HIV/AIDS Management initiatives	K5.OMM.20	8 Support group to be assisted by 30 June 2017	Number of support groups trained by set date	SIX Support Groups Visited Support Group in ward 25 Yomelela and another one in ward 09 Masibumbane Support group. Yomelela support group	HIV response & eradication of HIV related stigma	P6G13O91.08	Assist 8 HIV Support groups with working tools & trainings by 30 June 2018	Number of HIV supported groups by set date	Preparations made for IACT training scheduled to be conducted from 18 to 22 Sept at Ward 8 Two (2) HIV support group were assisted with working tool: Thusanang	N/A	N/A	R45,000.00	R45,000.00	YES, Training Register and Attendance Register

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
				in ward 25 has been assisted with 3 banner gas stove, 20 chairs, 3 tables, 20 plates and 20 spoons. Masibumbane support group in ward 09 was assisted with small chickens, 30 chickens for meat and 30 chickens for eggs. Support groups assisted as off: Masibumbane, Ward 9 (chicks, chicken feed & heater) Snethemba (Ward 25) supported with furniture & cutlery Rorisang Ward 23 – office furniture and stationery Ward 20 Mochochononо based Support group					& Masilakhe support group 1 Fubane support group was assisted with 2 first aid kit and seedlings					

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
				trained in Basic HIV, Treatment adherence TB and other Opportunistic infections. Communications with PWD's was also included. Support group assisted on the 14 June 2017 at ward 22.										
N/A	N/A	N/A	N/A	N/A	Information and Communication technology (IT) audits	**P6G14094.01**	Conduct one (1) IT Audit and 3 follow up audit reports compiled by 30 June 2018.	Number of IT Audits conducted and number of follow audit reports compiled by set date	Conducted One (1) IT Application Control review and (1) One General Control review. **Three (3)** follow ups conducted with actions to be monitored within timeframes, in the follow ups.	N/A	N/A	R259,000.00	R 229,422.72	YES, Five reports.

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
N/A	N/A	N/A	N/A	N/A	Implementation of EE ACT, no.55 of 1998 as determined by the Department of Labour.	**P6G12077.20**	Review 2 Charters, 1 Plan, 1 Strategy and 1 Standard Operating Procedure by 30 June 2018	Number of Charters, plans, strategies and SOP's reviewed by set date	One (1) Internal Audit Charter, One (1) Audit Committee Charter, One (1) Internal Audit Strategy, One (1) Standard Operating Procedure (SOP) Spots Checks adopted by Council as per **CR277/29/01/2018**. In additional the Audit Activity, Audit Cycle, TOR of Disciplinary Board and SOP Disciplinary Board was also adopted as per: CR277/29/01/2018	N/A	N/A	N/A	N/A	YES. Council extract and all the approved documents.

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
N/A	N/A	N/A	N/A	N/A	Enhance accountability and stability within the municipality.	**P6G14098.02**	Conduct four (4) quarterly internal controls financial checklist by 30 June 2018	Number of quarterly internal controls financial check list conducted by set date	Conducted Four (4) internal controls and submitted to Cooperative Government and Traditional Affairs Eastern Cape (COGTA EC) (1. 06 October 2017 2. 20 December 2017 3. 31 March 2018 4. 22 June 2018).	N/A	N/A	N/A	N/A	YES. Email to COG TAEC and the signed internal control tool.

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
N/A	N/A	N/A	N/A	N/A	Improve Compliance management and internal controls.	**P6G14095.02**	Review one (1) audit action plan and Compile one (1) list of COAF's that were issued by Auditor-General by 30 June 2018	Number of audit action plan reviewed and number of COAF's lists compiled by set date.	Compiled an Audit Action Plan in the month of December 2017 for its submission to management in the month of January 2018 for inputs. Three audit action plan (audit improvement plan) conducted, one meeting held on the **19th January 2018** plan presented to the audit committee, on the **13th February 2018** the plan was presented to the management team. **19 April 2018 and 25 June 2018** the plan was presented to the audit committee meetings during 2017/2018.	N/A	N/A	N/A	N/A	YES. Three audit action plan reports and an agenda to three audit committee meetings.

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
N/A	N/A	N/A	N/A	N/A	Improve Compliance management and internal controls.	**P6G14095.03**	Conduct four (4) quarterly reviews on governance commitments by 30 June 2018	Number of quarterly reports on governance commitments by set date	Four (4) quarterly reviews conducted on monitoring of the commitments registers. (*the Municipal Manager and the Mayor commitments*)	N/A	N/A	N/A	N/A	YES, Four (4) Reports
					Improve Compliance management and internal controls.	**P6G14095.04**	Conduct four (4) Quarterly review on the municipal internal control checklist on the municipal departments and reporting on a municipal dashboard by 30 June 2018.	Number of quarterly internal control checklist on municipal departments and reports on municipal dashboard reviews conducted by set date	Conducted four (4) quarterly municipal dashboard and internal control checklist, (submitted to AG 1. 15 November 2017 2. 21 December 2017) submitted to Auditor General on the 05 April 2018 and completed on the 21st June 2018 and yet to be presented to the auditor general.	N/A	N/A	N/A	N/A	YES, Eight (8) reports

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
N/A	N/A	N/A	N/A	N/A	Improve Compliance management and internal controls.	**P6G14095.05**	Hold four (4) quarterly audit committee meetings by 30 June 2018.	Number of audit committee meetings held by set date	Five audit committee meeting held in the 2017/2018 financial year (29 August 2017, 29 September 2017, 07 December 2017, 19 January 2018, 19 April 2018 and 25 June 2018).	N/A	N/A	R200,000.00	R,241,206.77 Budget adjustment of the R45,000.00	YES, Agenda's and Minutes

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
N/A	N/A	N/A	N/A	N/A	Promote good administration practice through value added chain.	**P6G14096.01**	Conduct 15 audit cycles by 30 June 2018.	Number of cycles conducted by set date	16 audit cycles conducted as follows: (**{1}** information technology applications and **{2}** IT general reviews), (**{3}** Building & Planning and **{4}** Risk Management), **{5}** Traffic Management Review and **{6}** LED Management Review. (**{7}**SCM, **{8}**Revenue, **{9}**Payables, **{10}**Assets, **{11}**Human Resources review, **{12}**Projects, Maintenance review, **{13}**Budget planning and Investment review, **{14}**Facilities and EPWP review, **{15}**Electricity review and **{16}**Payroll reviews done	N/A	N/A	N/A	N/A	YES, Sixteen (16) Audit Reports

N/A	N/A	N/A	N/A	N/A	Promote good administration practice through value added chain.	**P6G14096.01**	Review of 50 spots checks by 30 June 2018.	Number of spot check reviewed by set date	56 Spots check done. (Library, Animal Pound, Occupational Health and Safety, Communications and customer Care, Human Settlement, Public Participation, Fleet, Cash Management and EPWP) (Human Settlement; Destitute, Beneficiary administration, Social Facility, Consumer education, environment and Waste; Cemetery, commonage, waste management, Nature reserve, SPU; old age games, bursaries, social groups for HIV and women projects. (Evaluation roll (2), Deviation register (5), Budget (3), Bill versus collection (1) and Municipal Money (1) (29 June 2018).	N/A	N/A	N/A	N/A	YES, Fifty Six (56) reports
N/A	N/A	N/A	N/A	N/A	Promote good administration practice	**P6G140**	Conduct quarterly Reviews on	Number of records	4 quarterly **records management**	N/A	N/A	N/A	N/A	YES, Four (4)

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
					through value added chain.		records management by 30 June 2018.	reviewed by set date	**review** done by 30 June 2018.					reports
N/A	N/A	N/A	N/A	N/A	Promote good administration practice through value added chain.	**P6G14096.03**	Conduct four (4) Quarterly review on supply chain management projects (SCM) by 30 June 2018	Number of reviews on supply chain management reports reviewed by set date	4 Quarterly review on supply chain management projects (SCM) for awards conducted by 30 June 2018.	N/A	N/A	N/A	N/A	YES, Four (4) reports
N/A	N/A	N/A	N/A	N/A	Promote good administration practice through value added chain.	**P6G14096.04**	Compile four (4) quarterly review and monitoring of internal audit reports by 30 June 2018.	Number of reviews and monitoring of internal audit reports by set date	4 Quarterly review and monitoring of internal audit reports for the 2016/2017 financial year as well as 2017/2018 reports done by 30 June 2018.	N/A	N/A	N/A	N/A	YES, Four (4) reports
To submit credible Annual financial statements to AG.	K5.OMM.28	AFS to be audited by 31 August 2016 and Interim statements to be audited by 28 February 2017	Audited AFS and interim financial statements by set date	AFS were audited by 30th of August 2016 and Interim statements were audited by 23 March 2017	Ensure reviews on Annual Financial Statement.	**P6G14097.01**	Review one (1) interim financial statements by 30 June 2018.	Number of interim financial statements reviewed by set date.	Review of interim financial statements was received from finance on the 18th June 2018. AC comments were submitted to Budget and Treasury Office on the 21st, 25th and 26th June 2018.	Interim financials were received late (in the fourth quarter and not in the third quarter as per performance plan)	To revise the target to state (review received interim financials on the fourth quarter)	R170,500.00	R 0.00	YES, report

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
N/A	N/A	N/A	N/A	N/A	Ensure reviews on Annual Financial Statement	P6G14097.02	Review one (1) set annual financial statements by 30 June 2018.	Number of annual financial statements reviewed by set date.	Reviews conducted on 1st draft AFS, 2nd draft AFS & 3rd draft AFS and reports submitted to the Municipal Budget and Treasury Office for their inputs and responses (on the 15th, 20th and 23rd August 2017).	N/A	N/A	R170,500.00	R 83 000.64	YES, Reports
N/A	N/A	N/A	N/A	N/A	Enhance accountability and stability within the municipality.	P6G14098.02	Produce four (4) quarterly reports on Monitoring of municipal projects by 30 June 2018	Number of reports on monitoring of municipal projects produced by set date	Four (4) Quarterly reports (NT Circular 68) review of submitted (Irregular, fruitless and wasteful and unauthorized) produced by 30 June 2018	N/A	N/A	N/A	N/A	YES, Four (4) reports
N/A	N/A	N/A	N/A	N/A	Enhance accountability and stability within the municipality.	P6G14098.03	Produce four (4) quarterly reports on Monitoring of municipal litigation cases 30 June 2018	Number of reports on monitoring of municipal litigation cases produced by set date	Four (4) reports on the Monitoring progress of municipal litigation cases (value adding) reviewed was produced by 30 June 2018.	N/A	N/A	N/A	N/A	YES, Four (4) reports

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
N/A	N/A	N/A	N/A	N/A	Enhance accountability and stability within the municipality.	**P6G14098.03**	Produce four (4) quarterly reports on Monitoring of labour cases 30 June 2018.	Number of reports on Monitoring of labour cases produced by set date	Four (4) reports on the Monitoring progress of labour cases (value adding) reviewed produced by 30 June 2018.	N/A	N/A	N/A	N/A	YES, Four (4) reports
N/A	N/A	N/A	N/A	N/A	Enhance accountability and stability within the municipality.	**P6G14098.03**	Produce four (4) quarterly reports on Monitoring of fraud cases by 30 June 2018.	Number of reports on Monitoring of fraud cases by set date	Four (4) reports on the Monitoring progress on fraud cases reviewed produced by 30 June 2018.	N/A	N/A	N/A	N/A	YES, Four (4) reports
N/A	N/A	N/A	N/A	N/A	To review the municipal compliance on the municipal Standard Chart of Accounts (mSCOA)	**P6G14093.01**	Conduct three (3) Capacity Building workshops for Councillors and 2 (two) Capacity building workshops for Staff on Performance Management System and Risk Management by 30 June 2018	Number of capacity building workshops for Councillors and number of capacity building workshops for Staff on Performance Management System and Risk Management conducted by set date	Four (4) Capacity Building workshops were held on 22, 26, 27 and 28 June 2018. Fifty seven (57) staff members attended on 22 June 2018. Forty nine (49) staff members attended on 26 June 2018. Three (3) Councillors attended on 27 June 2018. Eight (8) Councillors and five (5) staff members	N/A	N/A	R500,000.00	**R0.00** as the wrong segment description was allocated for this project. The Project was done in-house	Yes, four (4) x Attendance Registers. CR358/29/05/2018

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
									attended on 28 June 2018.					
To ensure the Municipality has a functional Organizational Performance Management System	K5.OMM.40	Section 56 and Middle Managers Performance Agreements and Plans signed and submitted to Cogta EC by 30 August 2016	Signed Performance Agreements and Plans submitted by set date	Performance Agreement and Plans developed, signed and submitted to Cogta on the 14th August 2017	Develop Performance Agreements and Plans for the MM, Section 56 managers and Middle Managers	P6G9O63.01	Signed Agreements and Plans for the MM, Section 56 managers and Middle Managers and Submit MM's and Section 56 Agreements and Plans to Cogta-EC by 31 August 2017.	Signed Performance Agreements and Plans submitted by set date	2017/18 Performance Agreements and Plans for Section 56 Managers submitted to Cogta-EC on the 15th of August 2017.	N/A	N/A	N/A	N/A	YES, Acknowledgement letter from COGTA dated, 16 August 2017
To render effective Municipal risk management	K5.OMM.49	Review risk management Framework policy, Plan and Strategy by 30 June 2017	Adopted reviewed risk management Framework policy, plan and strategy by set date	Risk Framework, Policy, Plan and Strategy Reviewed by the 31 May 2017	Review and align PMS and Risk Frameworks, Policies and SOP to the reviewed IDP	P6G12O78.01	2 Frameworks, 2 Policies and 1 SOP reviewed by 30 June 2018	Number of frameworks, policies and SOPs reviewed by set date	Target not met in the 2017/2018 Financial Year.	Poor planning by the former manager.	Frameworks, Policies and SOP to be reviewed and adopted in the 2018/2019 financial year after unit reviewal, presentation at the Strategic Planning Session (Feb. 2019) and adoption by Council by May 2019.	N/A	N/A	No
To ensure the Municipality has a	K5.OMM.41	Revised 2016/17 SDBIP	Revised SDBIP	Revised 2016/17 SDBIP	Develop and ensure adoption of	P6G12	2017/18 Revised SDBIP	Approved SDBIP and Revised	The 2017/2018 Revised SDBIP was submitted	N/A	N/A	R300,000.00	R 225 365.50 was spent for the Mid-year	Yes, Council

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
functional Organizational Performance Management System		approved by 28 February 2017	approved by set date	approved by council on the 27th January 2017 (CR99/27/01/2017)	the SDBIP, Revised SDBIP, Quarterly Reports, Mid-year Reports, and Annual and Back to Basics Reports.		Approved by 31 January 2018	SDBIP by set date	to the Municipal Council on 29 January 2018 and approved as per Council Resolution (CR) CR 273/29/01/2018 and the Final adoption took place on 28 March 2018 as per CR305/28/03/2018.				workshop held from 9 to 12 January 2018 at Margate. The Segment used was Risk/M&E Conference/Venue.	Extract
To ensure the Municipality has a functional Organizational Performance Management System	K5.OMM.39	Approved 2017/18 SDBIP by 30 June 2017	Approved SDBIP by set date	2017/18 SDBIP approved by the mayor on the 26th June 2017			2018/19 SDBIP Approved by 30 June 2018	Approved 2018/19 SDBIP by set date	The SDBIP/Risk workshop was conducted on the 21st of May 2018. The 2018/2019 SDBIP was approved by Council on 29 May 2018 as per CR358/29/05/2013	N/A	N/A	N/A	N/A	Yes, Attendance Register, Council Extract
To ensure the Municipality has a functional Organizational Performance Management System	K5.OMM.41	4 Quarterly Performance reports adopted by council by 30 June 2017	Number of quarterly reports adopted by set date	4 Quarterly Performance Report adopted by Council on the following dates 01/08/2016 (CR 957/01/08/16) ; 28/10/2016	Develop and ensure adoption of the SDBIP, Revised SDBIP, Quarterly Reports, Mid-year Reports, and Annual and Back to	P3G12O79.02	4 Quarterly reports adopted by council by 30 June 2018	Number of quarterly reports adopted by set date	2017/2018, Q1 report was adopted as per CR 199/30/10/2017, 2017/2018, Q2 report was adopted as per, CR 273/29/01/2018, 2017/2018, Q3 report was	N/A	N/A	N/A	N/A	Yes, Council Extract

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
				(CR 47/28/10/16); 27/01/2017 (CR 99/27/01/17); 28/04/2017 (CR 138/28/04/2017)	Basics Reports.				adopted as per , CR 343/26/04/2018, 2017/2018, Q4 report was adopted as per , CR **404**/30/07/2018					
To ensure the Municipality has a functional Organizational Performance Management System	K5.OMM.43	Mid-Term performance report adopted by council by 25 January 2017	Mid-term report adopted by set date	Mid-term Performance Assessment report adopted by council on the 27th January 2017 (CR99/27/01/2017)	Develop and ensure adoption of the SDBIP, Revised SDBIP, Quarterly Reports, Mid-year Reports, and Annual and Back to Basics Reports.	**P3G12O79.03**	Mid-year Performance report adopted by council by 30 June 2018	Mid-year Performance report adopted by set date	The Mid-year report was presented to council in January 2018 and adopted as per CR 273/29/01/2018,	N/A	N/A	N/A	N/A	Yes, Attendance Register, Council Extract
To ensure the Municipality has a functional Organizational Performance Management System	K5.OMM.45 & K5.OMM.46	Annual performance Assessment of Section 56 and Middle Managers held by 30 September 2016 Mid–term Performance assessment of Section 56 and Middle Managers held by 31 March 2017	Mid-term and Annual Performance Assessment held by set date	Annual Performance Assessments for Section 56 and Middle Managers were conducted on dates 15/02/2017, 23/03/2017, 19/09/2016, the 14&19/10/2016. Mid-term Performance Assessments for Section 56	Develop and ensure adoption of the SDBIP, Revised SDBIP, Quarterly Reports, Mid-year Reports, and Annual and Back to Basics Reports.	**P3G12O79.04**	2016/17 Annual Performance Report submitted to AG by 31 August 2017	Submitted Annual Performance Report to AG by set date	The 2016/2017 Annual Performance Report was submitted to the AG by 31 August 2017	N/A	N/A	N/A	N/A	YES, Hand-delivery was made

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
				and Middle Managers were conducted on the following dates: 16, 17, 22, 29/03/2017										
To ensure the Municipality has a functional Organizational Performance Management System	K5.OMM.48	2015/16 Annual report (AR) adopted by 30 March 2017	Adopted Annual Report by set date	2015/16 Annual Report adopted by council on the 24th March 2017 (CR117/24/03/2017)	Develop and ensure adoption of the SDBIP, Revised SDBIP, Quarterly Reports, Mid-year Reports, and Annual and Back to Basics Reports.	**P6G12O79.05**	2016/17 **Annual Report** adopted by council by 31 March 2018	Adopted Annual report by set date	The APR was submitted to Council for approval on 28 March 2018 – CR306/28/03/2018	N/A	N/A	N/A	N/A	Yes, Council Extract
To ensure the Municipality has a functional Organizational Performance Management System	K5.OMM.56	Submit monthly reports on Back to Basic to the relevant stakeholders	Number of reports submitted by set date	12 B2B Reports submitted to Cogta EC 15/07/2016 15/08/2016 16/09/2016 17/10/2017 18/11/2016 16/12/2016 16/01/2017 17/02/2017 17/03/2017 17/04/2017 17/05/2017 17/06/2017 17/07/2017	Develop and ensure adoption of the SDBIP, Revised SDBIP, Quarterly Reports, Mid-year Reports, and Annual and Back to Basics Reports.	**P6G12O79.06**	12 Back to Basics reports submitted to Cogta-EC by 30 June 2018	Number of Back to Basics Reports Submitted to Cogta-EC by set date	12 Back to Basics (B2B) reports were submitted to Cogta on the following dates: July report :17 August 2017 August report: 15 September 2017 September report: 18 October 2017 October report: 15 November 2017	N/A	N/A	N/A	N/A	Yes, Emails

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
									November report: 14 December 2017 December 2017: 18 January 2018 January report: 15 February 2018 February report: 13 April 2018 March report: 13 April 2018 April Report: 15 May 2018 May report: 18 June 2018 June report: 13 July 2018					
To render effective Municipal risk management	K5.OMM.50	Development and adoption of Completed risk register and 4 report on Monitoring of risk register by 30 June 2017	Date of adoption of risk register Number of reports done on risk monitoring	Risk Register developed and adopted by Council by the 31 August 2016 4 risk management reports done.	Identify, develop Risk Register and mitigate Identified Risk.	**P6G12O80.01**	Compile and adopt one (1) Municipal Risk Register by 30 June 2018	Number of municipal risk registers compiled and adopted by set date.	The 2018/2019 Municipal Risk Register was approved by Council on 29 May 2018 as per CR358/29/05/2018	N/A	N/A	N/A	N/A	Yes, Council Extract
N/A	N/A	N/A	N/A	N/A	Identify, develop Risk Register and mitigate Identified Risk.	**P6G12O80.02**	4 Quarterly Risk management reports approved by council by 30 June 2018	Number of risk management Reports approved by Council by set date	2017/2018 Quarter 1 Risk Progress/Actual Report was presented to Council on 30 October 2017, CR 199/30/10/2017 2017/2018 Quarter 2 Risk Progress/Actual Report was	N/A	N/A	N/A	N/A	Yes, Council Extract

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
									presented to Council on 29 January 2018, CR 273/29/01/2018 2017/2018 Quarter 3 Risk Progress/Actual Report was presented to Council on 26 April 2018, CR 343/26/04/2018 2017/2018 Quarter 4 Risk Progress/Actual Report was presented to Council on 30 July 2018, CR 408/30/07/2018					
To ensure compliance with National Treasury Risk Framework	K5.OMM.51	Establish risk management committee and Quarterly sittings of committee by 30 June 2017	Date of establishment and number of committee sitting by set date	Risk Management Committee not established	Identify, develop Risk Register and mitigate Identified Risk.	P6G12O80.03	4 Risk Management Committee reports submitted to Audit Committee by 30 June 2018	Number of Risk management Committee reports submitted to the Audit Committee by set date	Due to unforeseen circumstances three (3) quarterly PROGRESS/ACTUALS reports were presented directly to Council and not to the Audit Committee	Non-availability of members to have a sitting of the Risk Management Committee to consider reports to be submitted to the Audit Committee (AC).	The Committee met four (4) times during 2017/2018 that is on 9 16, 23 May and 6 June 2018 and drew up a report for interaction with the AC on 20 June 2018.	N/A	N/A	Yes, Report adopted by Council on 30 July 2018

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
To render effective Municipal risk management	K5.OMM.53	Monitoring of information security controls and 12 monthly reports by 30 June 2017	Number of monthly reports on Monitoring of information security controls done by set date	12 Monthly reports on ICT Security produced on the following dates: 3 report on 27/09/2016 3 reports on 13/11/2016 3 reports on 29/03/2017 And 3 reports on the 08/05/2017	Identify, develop Risk Register and mitigate Identified Risk.	**P6G12O80.04**	Monitoring of Information Security Controls and 12 reports submitted to EXCO by 30 June 2018	Number of monthly report on Information on Security Controls done by set date	12 Reports on the ICT Security monitoring were submitted to Council in terms of Section C reports of the ICT Unit during 2017/2018 FY.	N/A	N/A	N/A	N/A	Yes, Reports
N/A	N/A	N/A	N/A	N/A	Identify, develop Risk Register and mitigate Identified Risk.	**P6G12O80.05**	Conduct 12 Spot checks on Risks	Number of spot checks on risk conducted by set date	2017/2018 Quarter 1 Risk Spot Checks were held at ({1} Community Services Department, {2} Municipal Stores, {3} Human Resource {HR} Unit), 2017/2018 Quarter 2 Risk Spot Checks were held at {4} Municipal Stores, {5} Admin. Unit, {6} Maluti Civic Centre), 2017/2018 Quarter 3 Risk Spot Checks	N/A	N/A	N/A	N/A	Yes, Spot check reports

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
									were held at ({7} Landfill site, {8} Cashiers, {9} Maluti Civic Centre), 2017/2018 Quarter 4 Risk Spot Checks were held at {10} SCM {11} Legal Services Unit, {12} New Council Chambers)					
To render effective Municipal risk management	K5.OMM.55	Determination of the risk maturity model biannually by 30 June 2017	Number of reports done on the Risk maturity model	2 Risk Maturity Model reports determined and submitted to National Treasury	Identify, develop Risk Register and mitigate Identified Risk.	**P6G12O80.05**	Determination of risk maturity model **biannually** and submission to Provincial and Nation Treasury by 30 June 2018	Number of risk maturity models determined and submitted to Provincial and National Treasury by set date	2 Risk Maturity Levels were determined and submitted to Provincial and National Treasury on the following dates: 10 October 2017 & 06 May 2018.	N/A	N/A	R125,000.00	N/A	YES, Risk Maturing Report generated from NT website
N/A	**N/A**	**N/A**	**N/A**	**N/A**	Improve community involvement and participation through information sharing initiatives.	**P6G13O90.03**	Install 3 notice boards by 30 June 2018	Number of notice boards Installed by set date	Two out of three notice boards were installed at MLM main street office and at the Traffic Department. This was done in July 2017.	Budget limitations	Audio visual screens procured to supplement the distribution of information activity.	R30,000.00	R30,000.00	Photo's
N/A	**N/A**	N/A	N/A	N/A	Ensure compliance to legislation,	**P6G12**	Hold 3 (Three) Municipal	Number of Municipal Planning	Two (2) meetings of the MPT were held	Due to non-approval of an addendum of	Resubmission of an addendum to	N/A	N/A	YES, Minutes of

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
					adopted policies and plans.		Planning Tribunal meetings by 30 June 2018.	Tribunal meetings by set date	on 27 Sept. 2017 and 27 Mar. 2018.	the SDF by Council, a meeting could not be undertaken in the third quarter- According to Spatial Planning and Land Use Management Act (SPLUMA), MPT approves applications in line with SDF or on an approved addendum	Council was made during July 2018 and the sittings will commence after the Council approval			the meetings, Report/s
N/A	N/A	N/A	N/A	N/A	Plan, design and provide a sustainable human capital establishment.	**P6G13O85.08.01**	Host one (1) SA Library week by 30 June 2018.	Number of SA Library week hosted by set date.	One (1) SA Library week was hosted on 27 February 2018 at Ward 10.	N/A	N/A	R40,000.00	R40,000.00	YES, Attendance Register, Report, photo's
N/A	N/A	N/A	N/A	N/A	Plan, design and provide a sustainable human capital establishment.	**P6G13O85.08.02**	Host one (1) World book and copy write day by 30 June 2018.	Number of World book and copy right day hosted by set date.	One World book and copyright day was hosted on 23 May 2018 Ward 12.	N/A	N/A	R75,000.00	R12,640.50	YES, Programme and attendance Register
N/A	N/A	N/A	N/A	N/A	Plan, design and provide a sustainable	**P6G13**	Host one (1) national book	Number of National week book	One national book week was hosted on 29	DSRAC decided on a district event	N/A	R66,429.00	N/A	YES, Programme

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
					human capital establishment.		week by 30 June 2018.	hosted by set date.	August 2017 at Mbizana and not Matatiele.	and the National week book was held in Mbizana and attended by Matatiele Municipal Staff				and Attendance Register
N/A	N/A	N/A	N/A	N/A	Plan, design and provide a sustainable human capital establishment.	P6G13O85.08.04	Host (1) one International Literacy Day 30 June 2018.	Number of International Literacy Day hosted by set date.	One International Literacy Day was hosted on 24 October 2017.	N/A	N/A	R66,429.00	N/A	YES, Programme and Attendance Register
N/A	N/A	N/A	N/A	N/A	Plan, design and provide a sustainable human capital establishment.	P6G13O85.08.05	Host one Readathon day by 30 June 2018.	Number of Readathon day hosted by set date.	One (1) Readathon day not held due to a change in programmes by DSRAC	DSRAC changed their programme for 2017/18 FY	The programmes of DSRAC will be consulted closely before been placed on the SDBIP of the MLM.	N/A	N/A	Yes, letter from DSRAC
N/A	N/A	N/A	N/A	N/A	Plan, design and provide a sustainable human capital establishment.	P6G13O85.08.06	Host 2 Holiday programmes by 30 June 2018.	Number of Holiday programme hosted by set date.	One (1) Holiday programme was hosted on 25 October 2017. One Holiday programme NOT held by 30 June 2018.	ONE (1) Holiday programme was not hosted in Q1 due to the fact that there was no Participants in the Unit that could implement the programme when the programme should have	Programme will be implemented during June 2019 school holidays.	R66,429.00	N/A	YES, Invitation letter, Programme, and Attendance Register

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
										been implemented.				
N/A	N/A	N/A	N/A	N/A	Plan, design and provide a sustainable human capital establishment.	**P6G13O85.08.03**	Attend one LIASA (***Library & Information and Services Agent***) conference by 30 June 2018.	Number of LIASA conferences attended by set date.	One (1) LIASA ***(Library and Information Association of South Africa)*** conference not attended by the Library Staff during October 2017. The budget for Q1 and Q2 was not aligned to municipal programmes	The registration period lapsed for the conference.	This conference (LIASA) will not be attended by MLM during 2018/2019 FY.	N/A	N/A	No
N/A	N/A	N/A	N/A	N/A	Create an environment where designated groups actively participate in municipal programmes	'	Host one (1) Education Summit by 30 June 2018	Number of education summits held by set date.	Hosted Girl Learner Indaba on 16 March 2018 at Matatiele Town hall	N/A	N/A	R70,000.00	R70,000.00	YES, Attendance Register, Photos and Agenda
N/A	N/A	N/A	N/A	N/A	Create an environment where designated groups actively participate in municipal programmes	'	Host one (1) youth Indaba by June 2018	Number of youth indaba held by set date	One (1) Youth indaba held on 28-29 July 2017 at MLM	N/A	N/A	R30,000.00	R50,000.00	YES, Concept document, attendance register, photos and report

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
N/A	N/A	N/A	N/A	N/A	Promote and Market Matatiele as a Destination of choice through show casing of tourism products in annual national and provincial events.	**P3G6O48.06**	Procure and install one (1) outdoor e-billboard by 30 June 2018	Number of outdoor e-billboard procured and installed by set date	Outdoor e-billboard tender advertised twice but bidders were non responsive on both occasions.	Outdoor e-billboard not procured	Negotiations are underway with the **Durban shop** to utilize their space for billboard advertising for MLM without the municipality having to purchase a billboard.	R580,000.00	N/A	YES, TOR, Advert
Promotion and branding of Matatiele	K5.OMM.08	To conduct 4 Public Participation programmes by 30 June 2017	Number of public participation programmes by set date	8 Public Participation programmes conducted/supported. Road shows held i.e. project visit & mayoral imbizo Ward16 = 18 July; Ward 22= 16 July; Official handover of Mvenyane SSS on the 16th of March 17 Nyaniso SSS on the 23rd/03/17 launch of the Cropping Programme	Promote and Market Matatiele as a Destination of choice through show casing of tourism products in annual national and provincial events.	**P3G6O48.09**	Conduct 4 Public Participation Programmes (PPP) by 30 June 2018	Number of Public Participation Programmes conducted by set date	Q1: Mayoral engagement with the business chamber was held on the 11th of September 2017. Q2: Khotsong TB Hospital visited by the leadership on the 08th Nov 17 to assess progress. Q3: Project visits conducted at Tholang & Maluti SSS on 20/03/18. The Mayor also engaged the learners on Maluti SSS. Handover of 20 school shoes	N/A	N/A	R25,000.00	R25,000.00	Yes, Attendance Register and Photo's

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
				25/11 & Road Safety Campaign road show on the 01/12 Open Council Day/SOMA held in Ward 25 at Khaoue community hall on the 29th May 2017					and 50 sanitary towels to needy learners. Q4: Organized the SOMA/Taking Council to the People which was held on the 29th of May 2018 in Ramafole.					
N/A	N/A	N/A	N/A	N/A	Promote and Market Matatiele as a Destination of choice through show casing of tourism products in annual national and provincial events.	P3G6O48.04	Promote of 4 strategic events by June 2018	Number of strategic events promoted by set date	7 events promoted as off: The Daily Dispatch published MDTP on 10 & 11 Nov 17. The Unit published the music festival poster on Fever, Pondo News, and Ikhwezi Publishers & Kokstad Advertiser on Fridays of the 24th Nov, 1 Dec & 8 Dec. Promotional advert played on ANCR from 20 Nov – 09 Dec. Posters were publicized on MLM Facebook page & website.	N/A	N/A	N/A	N/A	YES, News paper clippings, Facebook face grabs

2016/17 IDP Objective	SDBIP Project No.	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP REF NO.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
									Promotion activations were conducted in the off towns: Mt Fletcher & Maclear (22 Nov), Cedarville (30 Nov) Ntabankulu & Mt Ayliff (29 Nov) Offered marketing support towards Class of 2017 NSC Matric Prepared a speech for the Mayor for ANDM NSC Awards held on 09/03/18. Supported the "Sports Against Crime Annual Race" on 24 June 2018. Assisted in the development of Mme Maggie resha documentary					

2016/17 IDP Objective	SDBIP Project	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
To provide land for Commercial and industrial development	**K6.EDP.01**	Cedarville Residential Middle Income Township Establishment approved by 30 June 2017	Opened Township Register by set date.	Layout plans completed and submitted to Council for approval	Provide land for middle income residential development in Cedarville and Matatiele.	**P4G7O52.01**	Submit one (1) mixed income township establishment diagrams to Surveyor General (SG) for approval by 30 June 2018: (***Matatiele Mixed income)***	Number of mixed income township establishment diagrams submitted to Surveyor General (SG) for approval by set date.	One (1) SG diagrams submitted to the Municipal Planning Tribunal (MPT) during March 2018 BUT not approved as SDF needed to be amendment.	Spatial Development Framework (SDF) Addendum needed to be re-submitted to Council for approval. SDF submitted to Council in April 2018 but returned by Council.	SDF Addendum was re-submitted to Council in July 2018 and approved as per **CR 382/30/07/2018**. The Diagrams will be considered during Q1 of 2018/2019.	R249,996 (Commercial and residential development segment)	R109,310	Yes, Draft Diagrams to MPT
N/A	**N/A**	N/A	N/A	N/A	Provide land for middle income residential development in Cedarville and Matatiele.	**P4G7O52.02**	Submit one (1) middle income township establishment diagrams to Surveyor General (SG) for approval by 30 June 2018 (***Cedarville Middle Income)***	Number of middle income township establishment diagrams submitted to Surveyor General (SG) for approval by set date.	One (1) SG diagrams submitted to the Municipal Planning Tribunal (MPT) during March 2018 BUT not approved as SDF needed to be amendment.	Spatial Development Framework (SDF) Addendum needed to be re-submitted to Council for approval. SDF submitted to Council in April 2018 but returned by Council.	SDF Addendum was re-submitted to Council in July 2018 and approved as per **CR 382/30/07/2018**. The Diagrams will be considered during Q1 of 2018/2019.	R249,996 (Commercial and residential development segment)	R109,310	Yes, Draft Diagrams to MPT

2016/17 IDP Objective	SDBIP Project	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
To provide land for Commercial and industrial development	**K6.EDP.03**	Maluti, Cedarville and Matatiele Commercial Township layout adopted by Council by 30 June 2017	Township layout adopted by set date.	Draft Layout plans completed	Provide land for Commercial and Industrial development in Matatiele and Cedarville.	**P4G7O53.01**	Submit one (1) commercial establishment diagrams to Surveyor General (SG) for approval by 30 June 2018 (Matatiele and Cedarville)	Number of Commercial establishment diagrams submitted to Surveyor General (SG) for approval by set date.	Two (2) SG diagrams submitted to the Municipal Planning Tribunal (MPT) during March 2018 BUT not approved as SDF needed to be amendment.	Spatial Development Framework (SDF) Addendum needed to be re-submitted to Council for approval. SDF submitted to Council in April 2018 but returned by Council.	SDF Addendum was re-submitted to Council in July 2018 and approved as per **CR 382/30/07/2018**. The Diagrams will be considered during Q1 of 2018/2019.	**N/A**	**N/A**	Yes, Report including draft SG Diagram submitted to MPT (Municipal Planning Tribunal)
Surveying and evaluation of municipal properties for disposal of municipal land	**K4.EDP.01**	Surveyed and evaluated 50 municipal land parcels for disposal by 30 June 2017	Number of Surveyed and valuated land parcels by set date.	50 land parcels surveyed by June, 2017, funds were allocated only for Surveying (on-going project) (Developed and vacant sites)	Prepare 100 land parcels for local economic development initiatives.	**P4G7O51.01**	Conduct Survey of 50 municipal land parcels for disposal by 30 June 2018	Number of municipal land parcels surveyed for disposal by set date	Survey of 50 land parcels were approved between Julys to September 2017 by the SG by 30 June 2018.	N/A	N/A	N/A	R137,558	Yes, Stamped, Signed SG diagrams approved by Surveyor General (SG).
N/A	**N/A**	N/A	N/A	N/A	Prepare 100 land parcels for local economic development initiatives.	**P4G7O51.02**	Valuation of 20 municipal land parcels for disposal by 30 June 2018	Number of land parcels surveyed and evaluated by set date	Appointment of a service provider for valuation of 20 sites was done on 15 June 2018 and the valuation concluded by 30 June 2018.	N/A	N/A	R99,000.00	R80,000.00	Yes, Appointment letter, Valuation Report

2016/17 IDP Objective	SDBIP Project	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
N/A	N/A	N/A	N/A	N/A	Ensure full compliance with the Town Planning Scheme/ land use management scheme.	P4G8O55.01	Procurement of 4 (four) GIS Equipment(1 Laptop, 1GPS, 1 camera and software) by 30 June 2018	Number of GIS Equipment procured by set	Delivery of GIS Equipment was done on 18 October 2017.	N/A	N/A	R100,000.00	R100,000.00	Yes, Advert, Appointment letter, Invoice and License
N/A	N/A	N/A	N/A	N/A	Ensure full compliance with the Town Planning Scheme/ land use management scheme.	P4G8O55.02	Produce 4 Quarterly reports on GIS data sets updates and management data sets by 30 June 2018.	Number of GIS reports produced by set date	4 quarterly reports produced on GIS update (GIS Coordinates for RDP houses in Ward 10, Street lights and municipal assets-Matatiele) by 30 June 2018	N/A	N/A	N/A	N/A	Yes, Reports
N/A	N/A	N/A	N/A	N/A	Ensure full compliance with the Town Planning Scheme/ land use management scheme.	P4G8O55.03	Review and adopt one (1) 2014 Spatial Development Framework by 30 June 2018	Number of Spatial Development Framework reviewed and adopted by set date	A submission of an addendum (to include components that were not in line with SDF) to Council was submitted for approval (April, 2018, however it was not	A decision was made during the year to submit an addendum to Council instead of reviewing the whole SDF, hence the submission of addendum to Council	Upon non-approval, a resubmission to Council was made, A service provider was appointed (26 June 2018) for review of SDF for 2018-19 financial year	R319,201	R248,848	Yes, Appointment letter, addendum report to Council

2016/17 IDP Objective	SDBIP Project	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
									approved, a resubmission was made: Section A report resubmission to MTM and EDP Standing Committee for approval by Council on the 30/07/18 A service provider was appointed to review the SDF ON 26 June 2018 review on progress into 20182019 Fin. Year)					

To upgrade the land tenure rights of the residents of Maluti Township from Deed of Grant to full tittle ownership	**K6.EDP.09**	Maluti Land Donation approved by June 2017	Approved land donation by set date	Maluti Land not donated.		**P6G12O77.27**	Submit one (1) application for Maluti land donation to Public Works by June, 2018	Number of Reports Maluti Land Donation processes monitored by set date	***The land is donated by the state to the municipality through Public Works (Provincial Asset Disposal Committee), MLM role was to make engagement follow-ups with Public Works on the status of the application on land donation*** Correspondence (Follow-up) on submission of an application to Department Public Works (Provincial) on land donation made ON 24 November 2017, 05 December 2017 (Meeting), 12 July 2018. A Committee	The process depends on the donation of the land by Public Works to the Municipality so it has not yet been donated, (approval/recommendation by Provincial Asset Disposal Committee is made for donation, pending the approval of the Minister)	Facilitation of the process of Maluti Land donation from EC Public Works to MLM	N/A	N/A	Yes, Correspondence, appointment letters for committee members, ToRs

2016/17 IDP Objective	SDBIP Project	2016/17 Annual Target	2016/17 KPI	Actual Performance	2017/18 IDP Objective	IDP Ref No.	2017/18 Annual Target	2017/18 KPI	Actual Performance	Reason for deviation	Corrective Measure	Annual Budget	Expenditure by end of Financial Year	POE-Yes/No
									(internal) on Maluti land Donation was established on 18 April 2018 to enhance the implementation of the project					

LEGEND: **1 – Not meeting the standards (0-30%)** **2 – Meet some of the standards (30-50%)** **3 – Meet most of the standards (50 – 70 %)** **4 – Meet all the standards (70-100%)**								
NAME OF SERVICE PROVIDER	**SERVICE RENDERED**	**SET TARGET OF PERFORMANCE (PREVIOUS YEAR)**	**STATUS OF PERFORMANCE (PREVIOUS YEAR)**	**SET TARGET OF PERFORMANCE (CURRENT YEAR)**	**STATUS OF PERFORMANCE (CURRENT YEAR)**	**MEASURE TAKEN IMPROVE PERFORMANCE**	**RATING FOR CURRENT FINANCIAL YEAR**	**COMMENTS /RECOMMENDATIONS**
DEPARTMENT : BTO **UNIT: BUDGET PLANNING AND FINANCIAL REPORTING**								
Parallex Consulting	Vat recovery	Recovery of VAT from SARS on behalf of the municipality	Good	Recover VAT from SARS on behalf of the municipality.	Good	N/A	4	N/A
UNIT: SUPPLY CHAIN MANAGEMENT								
C TRACK (DIGICORE)	Vehicle Tracking System	4	4	4	4	N/A	4	NONE
UNIT: REVENUE AND EXPENDITURE								
Black dot JV Kano	Valuation roll 2018-2023	Submit a supplementary roll **(by a different service provider. Black Dot JV Kano is newly appointed)**	Supplementary roll submitted by 01 July 2017	Submit a final roll by 30 June 2018	Roll submitted by 30 June 2018	N/A	3	N/A
Parallax Consulting	Smart metering	Replace old meters to smart meters	1250 Meters installed	Replace old meters to smart meters	2001 meters	N/A	3	N/A
Ilitha Consulting	Solar Maintenance	Maintenance of Solar systems for indigent beneficiaries	Solar systems maintained for all beneficiaries in the register	Maintenance of Solar systems for indigent beneficiaries	Maintenance of Solar systems for indigent beneficiaries	N/A	2	**Meets some of the standards.** The challenge with the service provider was with the numbers of beneficiaries but was later resolved.
Sunlec Consulting	Solar Maintenance	Maintenance of Solar systems for indigent beneficiaries	Solar systems maintained for all beneficiaries in the register	Maintenance of Solar systems for indigent beneficiaries	Maintenance of Solar systems for indigent beneficiaries	N/A	2	**Meets some of the standards.** Challenge with the service provider was with the numbers of beneficiaries and was later resolved.
Trifecta Consulting	Debt collection	Assist the municipality with collecting debts	Collection done on a monthly basis	Assist the municipality with	Collection done on a monthly basis	N/A	2	**Meets some of the standards.** Contract

LEGEND: 1 – Not meeting the standards (0-30%) 2 – Meet some of the standards (30-50%) 3 – Meet most of the standards (50 – 70 %) 4 – Meet all the standards (70-100%)								
NAME OF SERVICE PROVIDER	**SERVICE RENDERED**	**SET TARGET OF PERFORMANCE (PREVIOUS YEAR)**	**STATUS OF PERFORMANCE (PREVIOUS YEAR)**	**SET TARGET OF PERFORMANCE (CURRENT YEAR)**	**STATUS OF PERFORMANCE (CURRENT YEAR)**	**MEASURE TAKEN IMPROVE PERFORMANCE**	**RATING FOR CURRENT FINANCIAL YEAR**	**COMMENTS /RECOMMENDATIONS**
		that are 90 days and older		collecting debts that are 90 days and older				expired in September 2017
UNIT: FINANCIAL REPORTING AND ASSETS MANAGEMENT								
PROTEA CONSULTING	PREPARATION OF ANNUAL FINANCIAL STATEMENTS	GRAP COMPLIANT AFS	GOOD	GRAP COMPLIANT AFS	GOOD	N/A	4	**Meet all the standards.**
SONDLO CHARTERED ACCOUNTANTS INC	GRAP COMPLIANT INFRASTRUCTURE ASSTES REGISTER	N/A	N/A	REVALUATION AND UPDATING OF INFRASTRUCTURE ASSETS	GOOD	N/A	4	**Meet all the standards.**
DEPARTMENT : COMMUNITY SERVICES **UNIT: ENVIRONMENT AND WASTE MANAGEMENT**								
Manong	Street cleaning and Waste removal in the CBD	To clean streets and collect waste in the CBD area	To clean streets and collect waste in the CBD area	satisfactory		Notified service provider on complaints received as well as backlogs identified during monitoring	3	**Meet most of the standards.**
Imizamo Trading	Street cleaning and Waste removal in the Residential area	To clean streets and collect waste in Itsokolele, North End and Buxton Park	To clean streets and collect waste in Njongweville, Itsokolele and North End	unsatisfactory	Notified the service provider.	Continuous engagement with the service provider and ward Cllr	2	**Meet some of the standards.** Service provider removed waste from the residential area twice a week. Complaints were received from other areas and were addressed when the service provider was contacted.
Manong	Street cleaning and Waste removal in the residential area	Cleaning and Waste removal in Mountain View, Harry Gwala and Maluti	To clean streets and collect waste in Mountain View, Harry Gwala and Maluti	unsatisfactory	Waste was removed twice daily from residential areas though at times there were delays	Notice was served to the service provider	2	**Meet some of the standards.** Improvements were noticed after engagement with

LEGEND: 1 – Not meeting the standards (0-30%) 2 – Meet some of the standards (30-50%) 3 – Meet most of the standards (50 – 70 %) 4 – Meet all the standards (70-100%)								
NAME OF SERVICE PROVIDER	**SERVICE RENDERED**	**SET TARGET OF PERFORMANCE (PREVIOUS YEAR)**	**STATUS OF PERFORMANCE (PREVIOUS YEAR)**	**SET TARGET OF PERFORMANCE (CURRENT YEAR)**	**STATUS OF PERFORMANCE (CURRENT YEAR)**	**MEASURE TAKEN IMPROVE PERFORMANCE**	**RATING FOR CURRENT FINANCIAL YEAR**	**COMMENTS /RECOMMENDATIONS**
								service provider. Regular truck breakdowns and waste was collected late.
Waste Group	Landfill site operation	Management of landfill site and waste compaction in the waste cells.	To compact waste on a daily basis and preparing monthly reports	Good performance	complete	N/A	3	**Meet most of the standards.**
Sweet dreams	Cut grass and clean drains in the residential area	Cut grass and clean drains in the Buxton park residential area	To clean streets and collect waste in the CBD area	Satisfactory	Grass cutting was done and drains were cleaned	Notified the service provider of slow pace which was improved	3	**Meet most of the standards.** The service provider used a few machines so was instructed to increase numbers.
Bathokozeleni	Grass cutting and cleaning of drains	To cut grass and clean drains in the residential area, and municipal buildings	To clean streets and collect waste in Njongweville, Itsokolele and North End	Satisfactory	Grass cutting was done and drains cleaned.	n/a	3	**Meet most of the standards.**
Imizamo	Grass cutting and cleaning of drains	To cut grass and clean drains in Cedarville	To cut the grass and clean drains	Unsatisfactory	Grass cutting and cleaning of drains was done but not all areas was covered adequately	Notice served, engagement with the service provider and the ward committee and ward Cllr	2	**Meet some of the standards. The Service Provider w**as advised to complete all backlogs.
Sokhulu	Grass cutting and cleaning of drains.	To cut grass and clean drains in Maluti and Harry Gwala	To clean and cut grass and clean drains	Satisfactory	Grass cutting and cleaning of drains was done	Notice was served, continuous engagement with service provider was done.	3	More machines were introduced to meet targets.
UNIT: PUBLIC SAFETY								
Bravo Africa	Supply and Delivery of Law Enforcement Books	N/A	N/A	Supply and delivery of Law Enforcement Books	Incomplete, Half the order was delivered due to Government Printing	The Unit is in constant contact with Service	2	**Meets some of the standards.** The service provider is

LEGEND: 1 – Not meeting the standards (0-30%) 2 – Meet some of the standards (30-50%) 3 – Meet most of the standards (50 – 70 %) 4 – Meet all the standards (70-100%)								
NAME OF SERVICE PROVIDER	**SERVICE RENDERED**	**SET TARGET OF PERFORMANCE (PREVIOUS YEAR)**	**STATUS OF PERFORMANCE (PREVIOUS YEAR)**	**SET TARGET OF PERFORMANCE (CURRENT YEAR)**	**STATUS OF PERFORMANCE (CURRENT YEAR)**	**MEASURE TAKEN IMPROVE PERFORMANCE**	**RATING FOR CURRENT FINANCIAL YEAR**	**COMMENTS /RECOMMENDATIONS**
					Works supplying to governments only.	Provider. The matter of stationery that could not be delivered has been sorted out.		cooperative and flexible.
GETEC	Supply and Delivery of a Canopy	N/A	N/A	Supply and delivery of one Toyota Hilux S/C LDV canopy	Good	None	3	**Meets most of the standards.** Service provider does not delivery, the vehicle to be fitted with the canopy had to be taken to their factory
DYD Rose Events	Service and Maintenance of Fire Extinguishers and Fire Hose Reels	N/A	N/A	Service and Maintenance of 67 Fire Extinguishers and 4 Fire Hose Reels	Good	None	3	**Meets most of the standards.** Service provider started the job in time and complete it within expected period.
LF SETS Investments	Supply and Delivery of firefighters' uniform	N/A	N/A	Supply and Delivery of firefighters' uniform	Good	None	3	**Meets most of the standards.** There were delays in delivery due embroidery but the service provider kept the unit up to date with the progress. Quality of goods supplied was as expected.
UNIT: PUBLIC PARTICIPATION								
Harvey World Travels	Accommodation and meals.	N/A	N/A	N/A	Good	None	4	**Meets all of the standards.** The service was delivered as per the expectation
Thembumbuso Trading	Catering (lunch)	N/A	N/A	Catering	Good	None	3	**Meets most of the standards.** The catering service was

LEGEND: 1 – Not meeting the standards (0-30%) 2 – Meet some of the standards (30-50%) 3 – Meet most of the standards (50 – 70 %) 4 – Meet all the standards (70-100%)								
NAME OF SERVICE PROVIDER	**SERVICE RENDERED**	**SET TARGET OF PERFORMANCE (PREVIOUS YEAR)**	**STATUS OF PERFORMANCE (PREVIOUS YEAR)**	**SET TARGET OF PERFORMANCE (CURRENT YEAR)**	**STATUS OF PERFORMANCE (CURRENT YEAR)**	**MEASURE TAKEN IMPROVE PERFORMANCE**	**RATING FOR CURRENT FINANCIAL YEAR**	**COMMENTS /RECOMMENDATIONS**
								of good standard although some standards were not met.
Lethama Trading	Catering (lunch packs)	N/A	N/A	Catering	Good	None	4	**Meets all of the standards.**
Afri- West Cuisene	Catering (lunch)	N/A	N/A	Catering	Good	None	4	**Meets all of the standards.** Service provider delivered beyond the expectation, the service was very good.
Skhunyana Consulting	Customer Satisfaction Survey	Yearly Survey	Good	Yearly Survey	Good	None	4	**Meets all of the standards.** Under the study limitations, the Service Provider indicated the issue of the limitation of funds which have been relatively been addressed during the year under review.
Lihlicebo General Trading	Catering for Migration Advisory Committee	N/A	N/A	Catering	Good	None	4	**Meets all of the standards** Service provider delivered beyond the expectation, the service was very good.
Big Sky 169	Catering for Community Dialogue	N/A	N/A	Catering	Good	None	4	**Meets all of the standards** Service provider delivered beyond the expectation, the service was very good
Zuki ZoZo Trading	Catering For Migration Panel Committee	N/A	N/A	Catering	Good	None	4	**Meets all of the standards** Service provider delivered

LEGEND: **1 – Not meeting the standards (0-30%)** **2 – Meet some of the standards (30-50%)** **3 – Meet most of the standards (50 – 70 %)** **4 – Meet all the standards (70-100%)**								
NAME OF SERVICE PROVIDER	**SERVICE RENDERED**	**SET TARGET OF PERFORMANCE (PREVIOUS YEAR)**	**STATUS OF PERFORMANCE (PREVIOUS YEAR)**	**SET TARGET OF PERFORMANCE (CURRENT YEAR)**	**STATUS OF PERFORMANCE (CURRENT YEAR)**	**MEASURE TAKEN IMPROVE PERFORMANCE**	**RATING FOR CURRENT FINANCIAL YEAR**	**COMMENTS /RECOMMENDATIONS**
								beyond the expectation, the service was very good
Raoanyane	Catering for Community Dialogue	N/A	N/A	Catering	Good	None	4	**Meets all of the standards** Service provider delivered beyond the expectation, the service was very good
Tripple N'S and a Trading	Catering for Awareness Campaign	N/A	N/A	Catering	Good	None	4	**Meets all of the standards** Service provider delivered beyond the expectation, the service was very good
Yolisa Trading	Catering for Community Dialogue	N/A	N/A	Catering	Good	None	4	**Meets all of the standards** Service provider delivered beyond the expectation, the service was very good
Dreamteam	Catering for the Farmers Harvest Day where Honourable MEC was present	N/A	N/A	Catering	Good	None	4	**Meets all of the standards** Service provider delivered beyond the expectation, the service was very good
Lihlicebo General Trading	Catering For Community Dialogue	N/A	N/A	Catering	Good	None	4	**Meets all of the standards** Service provider delivered beyond the expectation, the service was very good
UNIT: PUBLIC AMENITIES								
Batebang Bataung Mechanical	• Grass cutting – Matatiele Sports Fields	• Grass cutting – Matatiele Sports Fields	N/A	3 years (January 2015 to 31 January 2018)	- Waste removal - Filling holes	Regular meetings	**1** 0 – 30%	NOT MEETING THE STANDARDS. This supplier should

LEGEND: **1 – Not meeting the standards (0-30%)** **2 – Meet some of the standards (30-50%)** **3 – Meet most of the standards (50 – 70 %)** **4 – Meet all the standards (70-100%)**								
NAME OF SERVICE PROVIDER	**SERVICE RENDERED**	**SET TARGET OF PERFORMANCE (PREVIOUS YEAR)**	**STATUS OF PERFORMANCE (PREVIOUS YEAR)**	**SET TARGET OF PERFORMANCE (CURRENT YEAR)**	**STATUS OF PERFORMANCE (CURRENT YEAR)**	**MEASURE TAKEN IMPROVE PERFORMANCE**	**RATING FOR CURRENT FINANCIAL YEAR**	**COMMENTS /RECOMMENDATIONS**
and Electrical Services (Contract from January 2015 up to 31 January 2018)	• Marking and maintenance of Sports fields • Watering of sports fields • Tree pruning • Opening and Cleaning of Drains	• Marking and maintenance of Sports fields • Watering of sports fields • Tree pruning • Opening and Cleaning of Drains			- Cleaning Thandanani Stadium - Cleaning Toilets - Marking sports field			not be used by the MLM. • An overpayment of **R456, 943.67** was made to Batebang Bataung as at 30 September 2016. • On 21 October 2016 when the Manager: Administrative Support and Public Amenities and the SCM discussed this overpayment with the service provider he became verbally abuse towards the manager Administrative Support and Public Amenities and has since left the site and performed no cleaning duties as per the SLA. • The Supply Chain Unit was informed to write to the Service Provider and advise him of this error in writing and of the claims he may still make

LEGEND: 1 – Not meeting the standards (0-30%) 2 – Meet some of the standards (30-50%) 3 – Meet most of the standards (50 – 70 %) 4 – Meet all the standards (70-100%)								
NAME OF SERVICE PROVIDER	**SERVICE RENDERED**	**SET TARGET OF PERFORMANCE (PREVIOUS YEAR)**	**STATUS OF PERFORMANCE (PREVIOUS YEAR)**	**SET TARGET OF PERFORMANCE (CURRENT YEAR)**	**STATUS OF PERFORMANCE (CURRENT YEAR)**	**MEASURE TAKEN IMPROVE PERFORMANCE**	**RATING FOR CURRENT FINANCIAL YEAR**	**COMMENTS /RECOMMENDATIONS**
								for the amount of **R101, 542.94.** • **The matter is now with the legal unit**
RLM Trading	• To supply adequate toilet paper, cleaning chemicals/materials and light bulbs. • To maintain, repair, replace where necessary, the plumbing and electrical installations in the public conveniences	• To supply adequate toilet paper, cleaning chemicals/materials and light bulbs. • To maintain, repair, replace where necessary, the plumbing and electrical installations in the public conveniences			On-going	None	**4** 70 – 100%	**Meets all of the standards.** Overall performance is Excellent
Amamayeza Roads and Earthworks R98,733.50	• To supply adequate toilet paper, cleaning chemicals/materials and light bulbs. • To maintain, repair, replace where necessary, the plumbing and electrical installations in the public conveniences	• To supply adequate toilet paper, cleaning chemicals/materials and light bulbs. • To maintain, repair, replace where necessary, the plumbing and electrical installations in the public conveniences		4 months (10 October 2017 to 31 January 2018)	On-going	None	**4** 70 – 100%	**Meets all of the standards.** Overall performance is Excellent
LKG CIVILS (Pty) (Ltd) R177,000.00	• To supply adequate toilet paper, cleaning chemicals/materials and light bulbs. • To maintain, repair, replace where necessary, the plumbing and electrical installations	• To supply adequate toilet paper, cleaning chemicals/materials and light bulbs. • To maintain, repair, replace where necessary, the plumbing and electrical		1st June 2018 to 31st November 2018	On-going	Regular meetings and site visits	**3** 50 – 70%	**Meets most of the standards.** Service provider needs support in many cases in addressing issues / challenges.

LEGEND: **1 – Not meeting the standards (0-30%)** **2 – Meet some of the standards (30-50%)** **3 – Meet most of the standards (50 – 70 %)** **4 – Meet all the standards (70-100%)**								
NAME OF SERVICE PROVIDER	**SERVICE RENDERED**	**SET TARGET OF PERFORMANCE (PREVIOUS YEAR)**	**STATUS OF PERFORMANCE (PREVIOUS YEAR)**	**SET TARGET OF PERFORMANCE (CURRENT YEAR)**	**STATUS OF PERFORMANCE (CURRENT YEAR)**	**MEASURE TAKEN IMPROVE PERFORMANCE**	**RATING FOR CURRENT FINANCIAL YEAR**	**COMMENTS /RECOMMENDATIONS**
	in the public conveniences	installations in the public conveniences						
Tankimzwa Trading R29,619.00	• To supply uniform / protective clothing for the unit staff for 2017/2018	• To supply uniform/protective clothing for the unit staff for 2017/2018		One Month	Last delivery made on 22 June 2018.	None	**4** 70 – 100%	**Meets all of the standards.** This service provider work was satisfactory.
Mabo Industries CC R153,187.99	• To supply and deliver 150 academic books for libraries	• To supply and deliver 150 academic books for libraries		N/A	Appointed on the 27 June 2018	None	**N/A**	The books were not delivered as of 30 June 2018
DEPARTMENT : COPORATE SERVICES **UNIT: ADMIN SUPPORT**								
KSA	Security Services	Secure Municipal Properties and Assets	Security Services were provided as required	Secure Municipal Properties and Assets	Security Services offered as required	N/A	3	**Meets most of the standards.**
UNIT: HUMAN RESOURCES MANAGEMENT								
Laduma Sports	Coller Boxes and Wall frame photos Khanya Naledi Day and wellness day event	It was a once off project	Project completed within one day.	N/A	N/A	N/A	4	**Meets all of the standards.** The service provider was highly professional and met all the standards.
Eastern Cape Music House Rocks	Supply of sound system and live band	It was a once off project	Project completed within one day.	N/A	N/A	N/A	3	**Meets most of the standards.**
Intombi Promotional Gifts	Supply of glass awards	It was a once off project	they could not follow the prescribed specifications and supplied with incorrect products	N/A	N/A	The product was rejected and they were advised accordingly to read and adhere to specifications	1	**Not meeting the standards.** The service provider delivered the product in different specification, after the event date. The process was re-started and glass awards (in terms of the specifications) were received three months

LEGEND: **1 – Not meeting the standards (0-30%)** **2 – Meet some of the standards (30-50%)** **3 – Meet most of the standards (50 – 70 %)** **4 – Meet all the standards (70-100%)**								
NAME OF SERVICE PROVIDER	**SERVICE RENDERED**	**SET TARGET OF PERFORMANCE (PREVIOUS YEAR)**	**STATUS OF PERFORMANCE (PREVIOUS YEAR)**	**SET TARGET OF PERFORMANCE (CURRENT YEAR)**	**STATUS OF PERFORMANCE (CURRENT YEAR)**	**MEASURE TAKEN IMPROVE PERFORMANCE**	**RATING FOR CURRENT FINANCIAL YEAR**	**COMMENTS /RECOMMENDATIONS**
								(March) after the date of the event.
Boiphihlelo guest house	Catering for Khanya Naledi day	It was a once off project	Project completed within one day.	N/A	N/A	N/A	4	**Meets all of the standards.** The service provider was above expectations.
Sokhulu Mnqabande Trading	Videotaping on Khanya Naledi day	It was a once off project	Project completed within one day.	N/A	N/A	N/A	3	**Meets most of the standards.**
Sgejane Consulting	Memotime & Desk Stand for Khanya Naledi	It was a once off project	Project completed within one day.	N/A	N/A	N/A	3	**Meets most of the standards.**
Mchenge Engineering Solutions	Branded Energizer Power Banks	It was a once off project	Project completed within one day.	N/A	N/A	The service provider was advised of the dissatisfaction in terms of Municipal Logo and promised to correct that in the near future.	2	**Meets some of the standards.** The service provider delivered the product with the Municipal Logo in the colors of its choice (black and white), instead of the normal municipal colors.
Matatiele Furnishers	Washing machines for Khanya Naledi	It was a once off project	Project completed within one day.	N/A	N/A	N/A	3	**Meets most of the standards.** The service provide delivered as expected.
Busby Promo	Luggage bag for Khanya Naledi	It was a once off project	Project completed within one day.	N/A	N/A	N/A	3	**Meets most of the standards.** The service provide delivered as expected.
AO2 Branding and Logistics	Double Decker Bags for Khanya Naledi Day	It was a once off project	Project completed within one day.	N/A	N/A	The service provider was advised of dissatisfaction in terms of branding.	2	**Meets some of the standards.** They used plastic sticking material for branding instead of embroidering.
UNIT:ICT								

LEGEND: 1 – Not meeting the standards (0-30%) 2 – Meet some of the standards (30-50%) 3 – Meet most of the standards (50 – 70 %) 4 – Meet all the standards (70-100%)								
NAME OF SERVICE PROVIDER	**SERVICE RENDERED**	**SET TARGET OF PERFORMANCE (PREVIOUS YEAR)**	**STATUS OF PERFORMANCE (PREVIOUS YEAR)**	**SET TARGET OF PERFORMANCE (CURRENT YEAR)**	**STATUS OF PERFORMANCE (CURRENT YEAR)**	**MEASURE TAKEN IMPROVE PERFORMANCE**	**RATING FOR CURRENT FINANCIAL YEAR**	**COMMENTS /RECOMMENDATIONS**
Parallex Consulting	Vat recovery	Recovery of VAT from SARS on behalf of the municipality	Good	Recover VAT from SARS on behalf of the municipality.	Good	N/A	4	**Meets all of the standards.**
Parallex Consulting	Vat recovery	Recovery of VAT from SARS on behalf of the municipality	Good	Recover VAT from SARS on behalf of the municipality.	Good	N/A	4	**Meets all of the standards.**
Parallex Consulting	Vat recovery	Recovery of VAT from SARS on behalf of the municipality	Good	Recover VAT from SARS on behalf of the municipality.	Good	N/A	4	**Meets all of the standards.**
Parallex Consulting	Vat recovery	Recovery of VAT from SARS on behalf of the municipality	Good	Recover VAT from SARS on behalf of the municipality.	Good	N/A	4	**Meets all of the standards.**
Parallex Consulting	Vat recovery	Recovery of VAT from SARS on behalf of the municipality	Good	Recover VAT from SARS on behalf of the municipality.	Good	N/A	4	**Meets all of the standards.**
Parallex Consulting	Vat recovery	Recovery of VAT from SARS on behalf of the municipality	Good	Recover VAT from SARS on behalf of the municipality.	Good	N/A	4	**Meets all of the standards.**
Parallex Consulting	Vat recovery	Recovery of VAT from SARS on behalf of the municipality	Good	Recover VAT from SARS on behalf of the municipality.	Good	N/A	4	**Meets all of the standards.**
Parallex Consulting	Vat recovery	Recovery of VAT from SARS on behalf of the municipality	Good	Recover VAT from SARS on behalf of the municipality.	Good	N/A	4	**Meets all of the standards.**
DEPARTMENT: ECONOMIC DEVELOPMENT PLANNING UNIT: DEVELOPMENT PLANNING								
COMPLAN	Township establishment for commercial and residential development: Matatiele ,Maluti and Cedarville	Draft layout plans produced	Draft layout plans developed	Approval of the township	Draft layout plans produced Submission of layout plans to Municipal Planning Tribunal for approval	N/A	4	**Meets all of the standards.** Awaiting approval of an SDF addendum for carrying out subsequent activities of the project such as the approval of layout plans

LEGEND: **1 – Not meeting the standards (0-30%)** **2 – Meet some of the standards (30-50%)** **3 – Meet most of the standards (50 – 70 %)** **4 – Meet all the standards (70-100%)**								
NAME OF SERVICE PROVIDER	**SERVICE RENDERED**	**SET TARGET OF PERFORMANCE (PREVIOUS YEAR)**	**STATUS OF PERFORMANCE (PREVIOUS YEAR)**	**SET TARGET OF PERFORMANCE (CURRENT YEAR)**	**STATUS OF PERFORMANCE (CURRENT YEAR)**	**MEASURE TAKEN IMPROVE PERFORMANCE**	**RATING FOR CURRENT FINANCIAL YEAR**	**COMMENTS /RECOMMENDATIONS**
NHP GEOSPACE	GIS update	Procurement of GIS equipment	N/A	Update of GIS	equipment procured	N/A	4	**Meets all of the standards.**
BLACKDOT	Valuation of 20 municipal sites	Valuation of 20 municipal sites	N/A	Valuation of 20 municipal sites	Sites valued, draft report submitted	N/A	3	**Meets most of the standards.** There were delays in procurement (extension of scope) for a service provider-appointed in 15 June,2018, however they managed to carry-out the exercise
UNIT: IDP								
Sondela and OK Foods	Grocery Vouchers and Grocery	N/A	N/A	Grocery Vouchers	Good	None	3	**Meets most of the standards.** Grocery delivered as expected for all 24 wards quoted for
Maloti Guest Lodge	Conference Facilities and Catering	N/A	N/A	Conferencing and catering	Good	None	4	**Meets all of the standards.** Service provider delivered all the services as expected. the service was great and met our expectations
Garden court Umhlanga	Conferencing and accommodation for the strategic planning session	N/A	N/A	Conferencing and accommodation for the strategic planning session from 04 – 08 February	complete	None	3	**Meets most of the standards.** The service provider delivered as per the expectation.
Sgejane Consulting	Provided bags for the strategic planning session	N/A	N/A	Bags for delegates during the strategic planning session	complete	none	3	**Meets most of the standards.** The service provider delivered as per the expectation.

LEGEND: 1 – Not meeting the standards (0-30%) 2 – Meet some of the standards (30-50%) 3 – Meet most of the standards (50 – 70 %) 4 – Meet all the standards (70-100%)								
NAME OF SERVICE PROVIDER	**SERVICE RENDERED**	**SET TARGET OF PERFORMANCE (PREVIOUS YEAR)**	**STATUS OF PERFORMANCE (PREVIOUS YEAR)**	**SET TARGET OF PERFORMANCE (CURRENT YEAR)**	**STATUS OF PERFORMANCE (CURRENT YEAR)**	**MEASURE TAKEN IMPROVE PERFORMANCE**	**RATING FOR CURRENT FINANCIAL YEAR**	**COMMENTS /RECOMMENDATIONS**
Nandiphelo Trading Enterprise	Catering Services	N/A	N/A	Catering Services	Good	None	3	**Meets most of the standards.** The catering service was of good standard and the food not to standard
Tshani Consulting	Ward based plans: analysis and ward profiling for the 26 wards of Matatiele local municipality	N/A	N/A	Produce 26 ward based plans win municipality overview	26 draft plans completed with draft plans with municipal overview. Rinting and delivery not yet done	None	3	**Meets most of the standards.** The service provide is efficient, we had a good working relation
UNIT: LOCAL ECONOMIC DEVELOPMENT								
Intulo Civils	Coordination of the 7th Matatiele Music Festival	R2000 000.00	N/A	Coordination of the 7th Matatiele Music Festival	Fair	N/A	2	**Meets some of the standards.**
Mavebi Trading	VVIP Catering	R119 000 .00	N/A	VVIP Catering for the 7th Matatiele Music Festival	Good	N/A	3	**Meets most of the standards.**
Events By Bellz	Marquees	R178 838.00	N/A	Supply, Delivery and Erection of Marquee Framed Tents for the 7TH Matatiele Music Festival	Good	N/A	3	**Meets most of the standards.**
Ngxabalala Trading	VIP Catering	R119 000.00	N/A	VIP Catering for the 7th Matatiele Music Festival	Good	N/A	3	**Meets most of the standards.**
LKG 11 Civils Pty Ltd	Speed Fence supply, delivery and erecting of the fence	R154 900.00	N/A	Supply and Delivery of Speed Fence for the 7th Matatiele Music Festival	Good	N/A	3	**Meets most of the standards.**
Route 56	Matat Fees Event Coordinator	R491 760.10	N/A	Matat Fees Event Coordinator and Hosting of the event	Good	N/A	3	**Meets most of the standards.**
Mpiyonke Dream Trading	Production of Tourism Promotional Video	R100 000.00	N/A	Production of Tourism Promotional Video	Good	N/A	3	**Meets most of the standards.**

LEGEND: 1 – Not meeting the standards (0-30%) 2 – Meet some of the standards (30-50%) 3 – Meet most of the standards (50 – 70 %) 4 – Meet all the standards (70-100%)								
NAME OF SERVICE PROVIDER	**SERVICE RENDERED**	**SET TARGET OF PERFORMANCE (PREVIOUS YEAR)**	**STATUS OF PERFORMANCE (PREVIOUS YEAR)**	**SET TARGET OF PERFORMANCE (CURRENT YEAR)**	**STATUS OF PERFORMANCE (CURRENT YEAR)**	**MEASURE TAKEN IMPROVE PERFORMANCE**	**RATING FOR CURRENT FINANCIAL YEAR**	**COMMENTS /RECOMMENDATIONS**
Zama Gambu Trading	Supply and Delivery of seeds and seedlings to households	R5 000.00	N/A	Supply and Delivery of seeds and seedlings to households	Good	N/A	3	**Meets most of the standards.**
Ntize Business Solutions	Supply and Delivery of seeds and seedlings to households	R 20 000.00	N/A	Supply and Delivery of seeds and seedlings to households	Good	N/A	3	**Meets most of the standards.**
Mehloding Heritage Trust	Hosting of indigenous horse racing event	R150 000.00	N/A	Hosting of indigenous horse racing event	Good	N/A	3	**Meets most of the standards.**
Ced Matat Race	Hosting of Ced Matat Race	R450 000.00	N/A	Hosting of Ced Matat Race	Good	N/A	3	**Meets most of the standards.**
DEPARTMENT: INFRASTRUCTURE SERVICES UNIT: ELECTRICITY								
ODG Technologies	Design & Project Management	N/A	N/A	Project management	Hand over the project to municipality and Eskom	Performance excess expectations	4	Project hand overs will be done once the meters have been delivered and installed on site.
SizaMekaar Electrical contractor	Electrification of Zikhalini & Maphokoma	N/A	N/A	Connection of 510 households in Zikhalini, & Maphokong by 30 June 2018	510 households in Zikhalini and Maphokong **NOT connected by set date.**	The matter has been escalated to COGTA (Office of the Premier) to put more pressure on Eskom.	3	510 households in Zikhalini and Maphokong **will be connected** in 2018/2019 FY once all meters have been delivered.
SizaMekaar Electrical contractor	Electrification of Edrayini Village	N/A	N/A	Connection of 215 households in Edrayini 30 June 2018	215 households in Edrayini **not connected** by set date.	The matter has been escalated to COGTA (Office of the Premier) to put more pressure on Eskom.	3	215 households **will be connected** in Edrayini in 2018/2019 FY once all meters have been delivered.
SizaMekaar Electrical contractor	Electrification of Kwa-PS, Magayazidlele and New House	N/A	N/A	Connection of 205 households in PS, Magayazidlele, New	205 households in PS, Magayazidlele and New House **not connected** by set date.	The matter has been escalated to COGTA (Office of the	3	205 households **will be connected** in PS, Magayazidlele and New House in

LEGEND: **1 – Not meeting the standards (0-30%)** **2 – Meet some of the standards (30-50%)** **3 – Meet most of the standards (50 – 70 %)** **4 – Meet all the standards (70-100%)**								
NAME OF SERVICE PROVIDER	**SERVICE RENDERED**	**SET TARGET OF PERFORMANCE (PREVIOUS YEAR)**	**STATUS OF PERFORMANCE (PREVIOUS YEAR)**	**SET TARGET OF PERFORMANCE (CURRENT YEAR)**	**STATUS OF PERFORMANCE (CURRENT YEAR)**	**MEASURE TAKEN IMPROVE PERFORMANCE**	**RATING FOR CURRENT FINANCIAL YEAR**	**COMMENTS /RECOMMENDATIONS**
				House by 30 June 2018.		Premier) to put more pressure on Eskom.		2018/2019 FY once all meters have been delivered.
Rock Powerline Electrical contractor	Nkali Electrification	N/A	N/A	Connection of 234 households in Nkali by 30 June 2018.	243 Households NOT CONNECTED in Nkali A, B & C by set date.	The matter has been escalated to COGTA (Office of the Premier) to put more pressure on Eskom.	3	243 Households will be connected in Nkali A, B & C in 2018/2019 FY once all meters have been delivered.
Rock Powerline Electrical contractor	Nuresh Electrification	N/A	N/A	Connection of 136 households in Nuresh by 30 June 2018.	**136** Households in Nuresh **NOT connected by set date.**	The matter has been escalated to COGTA (Office of the Premier) to put more pressure on Eskom.	4	136 Households in Nuresh **will be connected** in 2018/2019 FY once all meters have been delivered.
RPS Ilangabi (Consultant)	Design & Project Management	N/A	N/A	Project management	Hand over the project to municipality and Eskom	Performance excess expectations	4	Project hand overs will be done once the meters have been delivered and installed on site.
A1 Electrical (Contractor)	Chibini Electrification			Connection of 207 households in Chibini A – E Phase 2 by 30 June 2018.	207 households connected in Chibini A-E) **not connected by set date.**	The matter has been escalated to COGTA (Office of the Premier) to put more pressure on Eskom.	4	Connection of 207 households in Chibini A-E) **will be connected** in 2018/2019 FY once all meters have been delivered...
A1 Electrical (Contractor)	Pamlaville	N/A	N/AA	Connection of 243 households in Pamlaville by 30 June 2018	Connection of 243 households in Palmaville **NOT connected by set date.**	The matter has been escalated to COGTA (Office of the Premier) to put more pressure on Eskom.	4	Connection of 243 households in Palmaville **will be connected** in 2018/2019 FY once all meters have been delivered.
DP Madalana & Thake Electrical	Mahareng Chere & Thotaneng	N/A	N/AA	Connection of 641 households in Mahareng Chere &	641 households in Mahareng, Chere and	The matter has been escalated to COGTA	4	641 households in Mahareng, Chere and Thotaneng **will be**

LEGEND: **1 – Not meeting the standards (0-30%)** **2 – Meet some of the standards (30-50%)** **3 – Meet most of the standards (50 – 70 %)** **4 – Meet all the standards (70-100%)**								
NAME OF SERVICE PROVIDER	**SERVICE RENDERED**	**SET TARGET OF PERFORMANCE (PREVIOUS YEAR)**	**STATUS OF PERFORMANCE (PREVIOUS YEAR)**	**SET TARGET OF PERFORMANCE (CURRENT YEAR)**	**STATUS OF PERFORMANCE (CURRENT YEAR)**	**MEASURE TAKEN IMPROVE PERFORMANCE**	**RATING FOR CURRENT FINANCIAL YEAR**	**COMMENTS /RECOMMENDATIONS**
				Thotaneng by 30 June 2018	Thotaneng **NOT connected by set date.**	(Office of the Premier) to put more pressure on Eskom.		**connected** in 2018/2019 FY once all meters have been delivered.
Thake Electrical	KwaMadlangala	N/A	N/AA	Connection of 481households in KwaMadlangala by 30 June 2018	481 households in KwaMadlangala **not connected** by set date.	The matter has been escalated to COGTA (Office of the Premier) to put more pressure on Eskom.	4	481 households in KwaMadlangala **will be connected** in 2018/2019 FY once all meters have been delivered.
MAM Electrical & MG Electrical		N/A	N/AA	Connection of 661 households in Nyaniso, Bubesi B, Nkalweni by 30 June 2018.	661 Households **not connected** in Nyaniso, Bubesi B, and Nkalweni by set date.	The matter has been escalated to COGTA (Office of the Premier) to put more pressure on Eskom.	4	661 Households **will be connected** in Nyaniso, Bubesi B, Nkalweni in 2018/2019 FY once all meters have been delivered.
RPS Ilangabi	Construction of 2x 11 KV (4.16 km) link line from Mountain view substation by 30 June 2018	N/A	N/A	Number of 11 KV (4.16 km) link line constructed by set date.	Project NOT completed by set date.	The matter has been escalated to COGTA (Office of the Premier) to put more pressure on Eskom.	3	Bush-clearing to be done before the project can be completed.
UNIT: PROJECTS, OPERATIONS AND MAINTENANCE MANAGEMENT								
Intlangula Trading	Construction of Butsula via Taung AR	N/A	N/A	To construct 80% completion of Butsula via Taung to Preschool Access Road by 30 June 2018	95% Complete	N/A	4	**Meets all of the standards.**
Manong Construction Projects	Construction of Vikinduku AR	N/A	N/A	To construct 80% completion of Vikinduku access road by 30 June 2018	80% complete	N/A	3	**Meets most of the standards.**

LEGEND: 1 – Not meeting the standards (0-30%) 2 – Meet some of the standards (30-50%) 3 – Meet most of the standards (50 – 70 %) 4 – Meet all the standards (70-100%)								
NAME OF SERVICE PROVIDER	**SERVICE RENDERED**	**SET TARGET OF PERFORMANCE (PREVIOUS YEAR)**	**STATUS OF PERFORMANCE (PREVIOUS YEAR)**	**SET TARGET OF PERFORMANCE (CURRENT YEAR)**	**STATUS OF PERFORMANCE (CURRENT YEAR)**	**MEASURE TAKEN IMPROVE PERFORMANCE**	**RATING FOR CURRENT FINANCIAL YEAR**	**COMMENTS /RECOMMENDATIONS**
Waving High Trading & Projects	Construction of Gudlintaba AR	N/A	N/A	To construct 80% completion of Gudlintaba access road by 30 June 2018	95% Complete	N/A	4	**Meets all of the standards.**
Mabona Civils & Planthire	Zazingeni-Mazizini AR	50% completion(clear and grub, roadbed preparation)	Tipping and processing completed	To construct 100% completion of Zazingeni –Mazizini access road by 30 June 2018	100% Complete	N/A	3	**Meets most of the standards.**
Mabona Civils & Planthire	Mabheleni AR	N/A	N/A	To construct 100% completion of Mabheleni Access Road by 30 June 2018	95% completion	N/A	3	**Meets most of the standards.**
SDM Consulting Engineers	Mabheleni Bridge	N/A	N/A	To construct 50% completion of Mabheleni bridge by 30 June 2018	15% Tender and advertisement	N/A	3	**Meets most of the standards.**
Mabona Civils & Planthire	Khauoe AR	(50% completion) Clear and grub , road bed preparation	Clear and grub,roadbed preparation completed%	To construct 100% completion of Khaue access road by 30 June 2018	100% Complete	N/A	3	**Meets most of the standards.**
Mabona Civils & Planthire	Mangopeng AR	(50% completion) Clear and grub , road bed preparation	80% completed	To construct 100% completion of Mangopeng access road by 30 June 2018	95% completion	N/A	4	**Meets all of the standards.**
SDM Consulting Engineers	Mangopeng Bridge	50% completion Base foundation Base slab	95% completed	100% completion of Mangopeng bridge constructed by 30 June 2017	100% Complete	N/A	4	**Meets all of the standards.**
Kuyazanywa Construction	Mangopeng Bridge	50% completion Base foundation Base slab	95% completed	100% completion of Mangopeng bridge constructed by 30 June 2017	100% Complete	N/A	4	**Meets all of the standards.**
Molemo Consulting Engineers	Lagrange Pedestrian Bridge	50% completion) Base foundation, Base slab	50% completed	To construct 95% completion of Lagrange Pedestrian	50% Base Foundations	N/A	3	**Meets most of the standards.**

LEGEND: 1 – Not meeting the standards (0-30%) 2 – Meet some of the standards (30-50%) 3 – Meet most of the standards (50 – 70 %) 4 – Meet all the standards (70-100%)								
NAME OF SERVICE PROVIDER	**SERVICE RENDERED**	**SET TARGET OF PERFORMANCE (PREVIOUS YEAR)**	**STATUS OF PERFORMANCE (PREVIOUS YEAR)**	**SET TARGET OF PERFORMANCE (CURRENT YEAR)**	**STATUS OF PERFORMANCE (CURRENT YEAR)**	**MEASURE TAKEN IMPROVE PERFORMANCE**	**RATING FOR CURRENT FINANCIAL YEAR**	**COMMENTS /RECOMMENDATIONS**
				bridge by 30 June 2018				
Umpisi Consulting Engineers	Tlakanelo Culvert Bridge	70% completion of Tlhakanelo Culvert bridge (12m) constructed by 30 June 2017	95% completed	To construct 100% of Tlakanelo Culvert bridge by 30 June 2018	100% Complete	N/A	3	**Meets most of the standards.**
Maboka Contractors	Tlakanelo Culvert Bridge	70% completion of Tlhakanelo Culvert bridge (12m) constructed by 30 June 2017	95% practically completed	To construct 100% of Tlakanelo Culvert bridge by 30 June 2018	100% Complete	N/A	3	**Meets most of the standards.**
Zamisanani Projects	Soloane Access Road	100% completion of Soloane AR- (4.4Km) of access roads constructed by 30 June 2017	95% practically completed	To construct 100% completion of Soloane access road by 30 June 2018	100% Complete	N/A	3	**Meets most of the standards.**
Incline & Decline	Manase AR	100% completion of Manase AR- (2.4 Km) of access roads constructed by 30 June 2017	95% practically completed	To construct 100% completion of Manase access road by 30 June 2018	100% Complete	N/A	3	**Meets most of the standards.**
Mabona Civils & Planthire	Sandfontein AR	95% completion Sandfontein AR- (5.8Km) of access roads constructed by 30 June 2017	95% practically completed	To construct 100% completion of Sandfontein access road by 30 June 2018	100% Complete	N/A	3	**Meets most of the standards.**
MVI Construction	Kamorathaba-Tshepisong AR	95% completion of Kamorathaba – Tsepisong - (3.8Km) of access roads constructed by 30 June 2017	95% practically completed	To construct 100% completion of Kamorathaba-Tsepisong access road by 30 June 2018	100% Complete	N/A	3	**Meets most of the standards.**
SDM consulting Engineers	Sijoka AR & Bridge	40% completion (site establishment)	Layer works completed	To construct 95% completion of Sijoka access road by 30 June 2018	80% Complete	N/A	3	**Meets most of the standards.**
Manong Construction	Sijoka AR & Bridge	40% completion (site establishment)	Layerworks completed	To construct 95% completion of Sijoka	80% Complete	N/A	2	**Meets some of the standards.**

LEGEND: 1 – Not meeting the standards (0-30%) 2 – Meet some of the standards (30-50%) 3 – Meet most of the standards (50 – 70 %) 4 – Meet all the standards (70-100%)								
NAME OF SERVICE PROVIDER	**SERVICE RENDERED**	**SET TARGET OF PERFORMANCE (PREVIOUS YEAR)**	**STATUS OF PERFORMANCE (PREVIOUS YEAR)**	**SET TARGET OF PERFORMANCE (CURRENT YEAR)**	**STATUS OF PERFORMANCE (CURRENT YEAR)**	**MEASURE TAKEN IMPROVE PERFORMANCE**	**RATING FOR CURRENT FINANCIAL YEAR**	**COMMENTS /RECOMMENDATIONS**
Projects JV RGZ Projects				access road by 30 June 2018				
SDM Consulting Engineers	Mehloloaneng AR & Bridge	95% completion	95% completion	To construct 100% completion of Mehloloaneng access road by 30 June 2018	100% Complete	N/A	3	**Meets most of the standards.**
KGZ Services	Mehloloaneng AR & Bridge	95% completion	95% completion	To construct 100% completion of Mehloloaneng access road by 30 June 2018	100% Complete	N/A	3	**Meets most of the standards.**
Manong construction & Projects	Ngcwengane AR	N/A	N/A	To construct 80% completion of Ngcwengane - Bomvini access road by 30 June 2018	95% Complete	N/A	4	**Meets all of the standards.**
Umpisi Consulting Engineers	Matatiele Sports Centre	20% completion(contractor appointment)		To construct 65% completion of a Matatiele sport center by 30 June 2018	15% Tender and Advertisement	N/A	4	**Meets all of the standards.**
Tshawe Infrastructure Technologies	Planning for Freystata Bridge	N/A	N/A	To source funding for Freystata bridge by 30 June 2018	Funding approved	N/A	3	**Meets most of the standards.**
Zinzame Consulting Engineers	Mountain View Internal Streets	N/A	N/A	To construct 70% completion of Mountain View Internal Streets by 30 June 2018	75% Complete	N/A	4	**Meets all of the standards.**
Mahlubi Transport & Plant	Mountain View Internal Streets	N/A	N/A	To construct 70% completion of Mountain View Internal Streets by 30 June 2018	75% Complete	N/A	4	**Meets all of the standards.**
SDM Consulting Engineers	Maluti Internal Streets Phase3	95% completion	70% completion	To construct 100% completion of a 4km surfaced road by 30 June 2018	100% Complete	N/A	3	**Meets most of the standards.**

LEGEND: **1 – Not meeting the standards (0-30%)** **2 – Meet some of the standards (30-50%)** **3 – Meet most of the standards (50 – 70 %)** **4 – Meet all the standards (70-100%)**								
NAME OF SERVICE PROVIDER	**SERVICE RENDERED**	**SET TARGET OF PERFORMANCE (PREVIOUS YEAR)**	**STATUS OF PERFORMANCE (PREVIOUS YEAR)**	**SET TARGET OF PERFORMANCE (CURRENT YEAR)**	**STATUS OF PERFORMANCE (CURRENT YEAR)**	**MEASURE TAKEN IMPROVE PERFORMANCE**	**RATING FOR CURRENT FINANCIAL YEAR**	**COMMENTS /RECOMMENDATIONS**
Egxeni Engineering	Maluti Internal Streets Phase3	95% completion	70% completion	To construct 100% completion of a 4km surfaced road by 30 June 2018	100% Complete	N/A	3	**Meets most of the standards.**
Phunga Consultants	Planning for Construction of Matatiele Int Streets CBD- Phase 2	N/A	N/A	To source funding for a Matatiele Internal Streets-CBD-Phase 2 by 30 June 2018	Funding approved	N/A	3	**Meets most of the standards.**
Mabona Civils & Planthire	Maintenance & Rehabilitation of Thaba Bosiu Access Road	N/A	N/A	Maintenance and rehabilitation of Thaba-Bosiu Access Road by 30 June 2018.	100% Complete	N/A	3	**Meets most of the standards.**
Mabona Civils & Planthire	Maintenance & Rehabilitation of Sigoga Access Road	N/A	N/A	Maintenance and rehabilitation of Sigoga Access Road by 30 June 2018.	100% Complete	N/A	3	**Meets most of the standards.**
Mabona Civils & Planthire	Maintenance & Rehabilitation of Mapfontein Access Road	N/A	N/A	Maintenance and rehabilitation of Mapfontein Access Road by 30 June 2018.	100% Complete	N/A	3	**Meets most of the standards.**
Mabona Civils & Planthire	Maintenance & Rehabilitation of Rholweni - Fiva Access Road	N/A	N/A	Maintenance and rehabilitation of Rholweni – Fiva Access Road by 30 June 2018.	100% Complete	N/A	3	**Meets most of the standards.**
Mabona Civils & Planthire	Maintenance & Rehabilitation of Nchodu Access Road	N/A	N/A	Maintenance and rehabilitation of Nchodu Access Road by 30 June 2018.	100% Complete	N/A	3	**Meets most of the standards.**
Mabona Civils & Planthire	Maintenance & Rehabilitation of Sphola - Afsondering Access Road	N/A	N/A	Maintenance and rehabilitation of Sphola - Afsondering Access Road by 30 June 2018.	50% Complete	N/A	3	**Meets most of the standards.**

LEGEND: **1 – Not meeting the standards (0-30%)** **2 – Meet some of the standards (30-50%)** **3 – Meet most of the standards (50 – 70 %)** **4 – Meet all the standards (70-100%)**								
NAME OF SERVICE PROVIDER	**SERVICE RENDERED**	**SET TARGET OF PERFORMANCE (PREVIOUS YEAR)**	**STATUS OF PERFORMANCE (PREVIOUS YEAR)**	**SET TARGET OF PERFORMANCE (CURRENT YEAR)**	**STATUS OF PERFORMANCE (CURRENT YEAR)**	**MEASURE TAKEN IMPROVE PERFORMANCE**	**RATING FOR CURRENT FINANCIAL YEAR**	**COMMENTS /RECOMMENDATIONS**
Mabona Civils & Planthire	Maintenance & Rehabilitation of Harry Gwala Access Road	N/A	N/A	Maintenance and rehabilitation of Harry Gwala Access Road by 30 June 2018.	50% complete	N/A	3	**Meets most of the standards.**
Onrsus Trading	Supply and delivery of 500m³ G5 material	N/A	N/A	Supply and delivery of 500m³ G5 material	Supply and delivery of 500m³ G5 material	N/A	3	**Meets most of the standards.**
Mahlonono Trading	Supply and delivery of 600m³ crusher dust	N/A	N/A	Supply and delivery of 500m³ crusher dust	Supply and delivery of 500m³ crusher dust	N/A	3	**Meets most of the standards.**
Amended Recline and Trading	Supply and delivery of protective clothing	N/A	N/A	Supply and delivery of protective clothing	Supply and delivery of protective clothing	N/A	3	**Meets most of the standards.**
Mdubane Energy Services	Supply and delivery of 200 anionic stable 60% tar drums	N/A	N/A	Supply and delivery of 200 anionic stable 60% tar drums	Supply and delivery of 200 anionic stable 60% tar drums	N/A	3	**Meets most of the standards.**
Cobro Concrete	Supply and delivery of concrete pipes	N/A	N/A	Supply and delivery of concrete pipes	Supply and delivery of concrete pipes	N/A	3	**Meets most of the standards.**
Shurus Construction	Supply and delivery of 5000 bags of cold asphalt	N/A	N/A	Supply and delivery of 5000 bags of cold asphalt	Supply and delivery of 5000 bags of cold asphalt	N/A	3	**Meets most of the standards.**
Puruma Transport	Supply and delivery of 300m³ of sand	N/A	N/A	Supply and delivery of 300m³ of sand	Supply and delivery of 300m³ of sand	N/A	3	**Meets most of the standards.**
UNIT: HUMAN SETTLEMENT AND BUILDING CONTRTOL								
Transtruct civil and building	Construction of New Council Chambers and offices	100% Completion of New Council Chamber	LUBBE Construction as a main contractor was terminated due to 4. POOR performance 5. Lack of cash flow 6. Failed to submit concrete results. therefor the contract was terminated on the 20 October 2016	50% completion of Council Chambers	Concrete works under construction by June 2018	1.Progress and Technical meeting are sitting monthly and progress reports are submitted monthly 2. Concrete specialist was appointed to do quality	2	**Meets some of the standards.** Constant monitoring by concrete specialist is on-going.

LEGEND: 1 – Not meeting the standards (0-30%) 2 – Meet some of the standards (30-50%) 3 – Meet most of the standards (50 – 70 %) 4 – Meet all the standards (70-100%)								
NAME OF SERVICE PROVIDER	**SERVICE RENDERED**	**SET TARGET OF PERFORMANCE (PREVIOUS YEAR)**	**STATUS OF PERFORMANCE (PREVIOUS YEAR)**	**SET TARGET OF PERFORMANCE (CURRENT YEAR)**	**STATUS OF PERFORMANCE (CURRENT YEAR)**	**MEASURE TAKEN IMPROVE PERFORMANCE**	**RATING FOR CURRENT FINANCIAL YEAR**	**COMMENTS /RECOMMENDATIONS**
						assurance for concrete works and produce monthly reports		
Manong Construction	Construction of Silo phase 2	N/A	N/A	Stage 7 (80%) Windows Plastering Landscaping	Stage 7 (80%) – the following was completed: Windows Plastering Landscaping **Completed by 30 June 2018**	Progress and Technical meeting are sitting monthly and progress reports are submitted monthly.	2	**Meets some of the standards.** Monitoring for quality assurance and progress meeting shall be done monthly until the project is complete.
Mahlakoana Trading	Renovations of Mafube Pre School	Routine maintenance of five (5) Pre-school by 30 June 2018	100% complete by 26-06-2018	N\A	N\A	Site quality control inspections conducted	3	**Meets most of the standards.** Renovations were completed by set date.
Debeza Holdings	Renovation of Dengwane Pre School	Routine maintenance of five (5) Pre-school by 30 June 2018	100% complete by 26-06-2018	N\A	N\A	Site quality control inspections conducted	3	**Meets most of the standards.** Renovations were completed by set date.
Malekapare Trading	Renovation of Sandfontein community hall	Routine maintenance of five (5) Pre-school by 30 June 2018	100% complete by 29-06-2018	N\A	N\A	Site quality control inspections conducted	3	**Meets most of the standards.** Renovations were completed by set date.
Sweetdreams Trading	Renovation of Mangolong community hall	Routine maintenance of five (5) Pre-school by 30 June 2018	100% complete by 21-06-2018	N\A	N\A	Site quality control inspections conducted	3	**Meets most of the standards.** Renovations were completed by set date.
Sisasesonke Trading	Renovation of St Paul community hall	Routine maintenance of five (5) Pre-school by 30 June 2018	100% complete by 21-06-2018	N\A	N\A	Site quality control inspections conducted	3	**Meets most of the standards.** Renovations were completed by set date.
Nal Investments	Renovation of Likhetlane community hall	Routine maintenance of five (5) Pre-school by 30 June 2018	100% complete by 21-06-2018	N\A	N\A	Site quality control inspections conducted	3	**Meets most of the standards.** Renovations were completed by set date.
DEPARTMENT: OFFICE OF THE MUNICIPAL MANAGER **UNIT: LEGAL SERVICES**								

LEGEND: **1 – Not meeting the standards (0-30%)** **2 – Meet some of the standards (30-50%)** **3 – Meet most of the standards (50 – 70 %)** **4 – Meet all the standards (70-100%)**								
NAME OF SERVICE PROVIDER	**SERVICE RENDERED**	**SET TARGET OF PERFORMANCE (PREVIOUS YEAR)**	**STATUS OF PERFORMANCE (PREVIOUS YEAR)**	**SET TARGET OF PERFORMANCE (CURRENT YEAR)**	**STATUS OF PERFORMANCE (CURRENT YEAR)**	**MEASURE TAKEN IMPROVE PERFORMANCE**	**RATING FOR CURRENT FINANCIAL YEAR**	**COMMENTS /RECOMMENDATIONS**
Jafta inc	Legal services: 4. Matshoba and matubatuba/MLM 5. Salathiso ntabeni/ MLM 6. R shaik / MLM	To defend the municipality	All matters are defended	To defend the municipality	All matters are defended	N/A	4	**Meets all of the standards.**
McLeod and associates	Legal services: 5. Zincede ngokwako/MLM 6. Hans /MLM 7. MLM / Posholi Mathoalana 8. Taelo/MLM	To defend the municipality	All matters are defended		All matters are defended	N/A	4	**Meets all of the standards.**
Xolilentshulana attorneys/	Legal services: 3. Cyasounds/ MLM 4. Moshoeshoe/MLM	To defend the municipality	All matters are defended	To defend the municipality	All matters are defended	N/A	3	**Meets most of the standards.**
Moktjo and associates	Legal services: 6. O oryl l/MLM 7. Thurston/ MLM 8. Sokuphola/ MLM 9. Marubelela/MLM 10.	To defend the municipality	All matters are defended	To defend the municipality	All matters are defended	Communication sent to them requesting them to improve their services	1	**Not meeting the standards.** Instructions terminated
Tlluzipo attorneys	Legal services: 4. Two sisters/MLM 5. Begin Africa/MLM 6.	To defend the municipality	All matters are defended	To defend the municipality	All matters are defended	N/A	4	**Meets all of the standards.**
Matthew Francis inc	Legal services 8. Matatiele Municipality Golf Club	N/A	All matters are defended	N/A	All matters are defended	N/A	4	**Meets all of the standards.**

LEGEND: **1 – Not meeting the standards (0-30%)** **2 – Meet some of the standards (30-50%)** **3 – Meet most of the standards (50 – 70 %)** **4 – Meet all the standards (70-100%)**								
NAME OF SERVICE PROVIDER	**SERVICE RENDERED**	**SET TARGET OF PERFORMANCE (PREVIOUS YEAR)**	**STATUS OF PERFORMANCE (PREVIOUS YEAR)**	**SET TARGET OF PERFORMANCE (CURRENT YEAR)**	**STATUS OF PERFORMANCE (CURRENT YEAR)**	**MEASURE TAKEN IMPROVE PERFORMANCE**	**RATING FOR CURRENT FINANCIAL YEAR**	**COMMENTS /RECOMMENDATIONS**
	9. Diko Van De Merve/ MLM 10. Transfer and endosement of Municipal 11. TCN Architects / MLM 12. MKHIZE MINNING /MLM 13. Thlobohano Matela// MLM 14. Executor 90 CC Tenants // MLM							
Wellsy Pretorius inc	Mbuyazi and others / LML		The matters is defended		The matters is defended	N/A	4	**Meets all of the standards.**
Teifenthelar attorneys	Legal services: Lube / MLM		The matters is defended		The matter is defended	N/A	4	**Meets all of the standards.**
UNIT: MONITORING & EVALUATION / RISK								
Matatiele Milk Depot	Spring Water Supply for the Ordinary Council Meeting held on 28 July 2017	N/A	N/A	Supply 100 500ml bottles of Spring Bottled natural water	The total cost was R495.90 The 100 bottled water was delivered cold	N/A	4	**Meets all of the standards.**
Binita Dry Cleaners	Dry cleaning table cloths for the Ordinary Council meeting held on 28 July 2017	N/A	N/A	Provide dry cleaning services of 24 table cloths	The total cost was R720.00 Table cloths were dry cleaned and ironed	N/A	4	**Meets all of the standards.**
Matatiele Milk Depot	Spring Water Supply for the Ordinary Council Meeting held on 30 October 2017	N/A	N/A	Supply 100 500ml bottles of Spring Bottled natural water	The total cost was R456.00 The bottled water was cold.	**N/A**	4	**Meets all of the standards.**
Binita Dry Cleaners	Dry cleaning table cloths for the Ordinary Council meeting held on 30 October 2017	N/A	N/A	Provide dry cleaning services of 24 table cloths	The total cost was R720.00 Table cloths were dry cleaned and ironed	**N/A**	4	**Meets all of the standards.**
Binita Dry Cleaners	Dry cleaning table cloths for the Special Council	N/A	N/A	Provide dry cleaning services of 24 table cloths	The total cost was R720.00	N/A	4	**Meets all of the standards.**

LEGEND: 1 – Not meeting the standards (0-30%) 2 – Meet some of the standards (30-50%) 3 – Meet most of the standards (50 – 70 %) 4 – Meet all the standards (70-100%)								
NAME OF SERVICE PROVIDER	**SERVICE RENDERED**	**SET TARGET OF PERFORMANCE (PREVIOUS YEAR)**	**STATUS OF PERFORMANCE (PREVIOUS YEAR)**	**SET TARGET OF PERFORMANCE (CURRENT YEAR)**	**STATUS OF PERFORMANCE (CURRENT YEAR)**	**MEASURE TAKEN IMPROVE PERFORMANCE**	**RATING FOR CURRENT FINANCIAL YEAR**	**COMMENTS /RECOMMENDATIONS**
	meeting held on 14 December 2017				Table cloths were dry cleaned and ironed			
Matatiele Milk Depot	Spring Water Supply for an Ordinary Council Meeting held on 26 April 2018	N/A	N/A	Supply 100 500ml bottles of Spring Bottled natural water	The total cost was R517.50 The bottled water was cold.	N/A	4	**Meets all of the standards.**
IGS Solutions	e-PMS Support	e-PMS Support	N/A	Upload information on the ePMS system	Uploading PMS information on the System	N/A	3	**Meets most of the standards.**
UNIT: INTERNAL AUDIT								
Rakoma Associates & Inc.	Internal Audit Services	Service provider was appointed in April 2017 (2016/2017) financial year	4	To conduct Annual Financials and Information Technology reviews (2017/2018).	Good	N/A	4	**Meets all of the standards.**
Master Grade IT	Certified Information Systems Audits (CISA)	N/A	N/A	Certified Information Systems Audits (CISA) Training.	Good	N/A	4	**Meets all of the standards.**
UNIT: COMMUNICATION AND SPU								
Intombi Promotional Gifts	Scotia Mens & Ladies Light Down Jackets	N/A	N/A	Procure promotional material for the Youth Empowerment Indaba	Not satisfactory	Service provider informed about the quality of jackets	2	**Meets some of the standards.** End user Dept. to request samples when procuring from this service provider.
Laduma Sports	150 embroided back packs	N/A	N/A	Procure promotional material for the Youth Empowerment Indaba	Satisfactory	N/A	3	**Meets most of the standards.** We recommend the service provider for consideration next time
Busby Promo	200 embroided notepads	N/A	N/A	Procure promotional material for the Youth Empowerment Indaba	Partly Satisfactory	N/A	2	**Meets some of the standards.** The service provider need more training on basic quality production.

LEGEND: **1 – Not meeting the standards (0-30%)** **2 – Meet some of the standards (30-50%)** **3 – Meet most of the standards (50 – 70 %)** **4 – Meet all the standards (70-100%)**								
NAME OF SERVICE PROVIDER	**SERVICE RENDERED**	**SET TARGET OF PERFORMANCE (PREVIOUS YEAR)**	**STATUS OF PERFORMANCE (PREVIOUS YEAR)**	**SET TARGET OF PERFORMANCE (CURRENT YEAR)**	**STATUS OF PERFORMANCE (CURRENT YEAR)**	**MEASURE TAKEN IMPROVE PERFORMANCE**	**RATING FOR CURRENT FINANCIAL YEAR**	**COMMENTS /RECOMMENDATIONS**
Mlambo Grooves	PA System for Premiers stakeholder engagement	N/A	N/A	Support public participation programmes	Satisfactory	N/A	4	**Meets all of the standards.** We recommend the service provider for consideration next time
Thami Dickson Media	Video Filming And Editing Of The MDTP 4x4 Expedition	N/A	N/A	Promote the MDTP 4x4 expedition	Good	N/A	4	**Meets all of the standards.** We recommend the service provider for consideration next time
Luja Productions	PA System	N/A	N/A	Procurement of PA for 2017 Communications Strat Workshop	Fair	N/A	3	**Meets most of the standards.** We recommend the service provider for consideration next time
Uhuru Online	Facilitating services	N/A	N/A	To facilitate a two day Communications Action Plan workshop	Good	N/A	4	**Meets all of the standards.** We recommend the service provider for consideration next time
Ngxamalala	Laundry services	N/A	N/A	To provide laundry services (table clothes)	Good	N/A	4	**Meets all of the standards.** We recommend the service provider for consideration next time
Laphola	Accommodation	N/A	N/A	To provide accommodation for councillors	Good	N/A	4	**Meets all of the standards.** We recommend the service provider for consideration next time
No-point trading	Catering	N/A	N/A	To provide catering for the	Good	N/A	4	**Meets all of the standards.** We recommend the

LEGEND: 1 – Not meeting the standards (0-30%) 2 – Meet some of the standards (30-50%) 3 – Meet most of the standards (50 – 70 %) 4 – Meet all the standards (70-100%)								
NAME OF SERVICE PROVIDER	**SERVICE RENDERED**	**SET TARGET OF PERFORMANCE (PREVIOUS YEAR)**	**STATUS OF PERFORMANCE (PREVIOUS YEAR)**	**SET TARGET OF PERFORMANCE (CURRENT YEAR)**	**STATUS OF PERFORMANCE (CURRENT YEAR)**	**MEASURE TAKEN IMPROVE PERFORMANCE**	**RATING FOR CURRENT FINANCIAL YEAR**	**COMMENTS /RECOMMENDATIONS**
				Communications Strat Workshop				service provider for consideration next time
CJRM	Catering for ICF during promotion of Matatiele Music Festival	N/A	N/A	Leverage on Matatiele Music Festival	Done	None	4	**Meets all of the standards.** We recommend the service provider for consideration next time
Ikhwezi Publishers	Advert for Matatiele Music Festival	N/A	N/A	Leverage on Matatiele Music Festival	Done	None	4	**Meets all of the standards.** We recommend the service provider for consideration next time
Pondo News	Advert for Matatiele Music Festival	N/A	N/A	Leverage on Matatiele Music Festival	Done	None	4	**Meets all of the standards.** We recommend the service provider for consideration next time
Fever Publication	Advert for Matatiele Music Festival	N/A	N/A	Leverage on Matatiele Music Festival	Done	None	4	**Meets all of the standards.** We recommend the service provider for consideration next time
KLL Exclusive Stationeries	Name tags	N/A	N/A	Procure branded name tags for employees	Good		3	**Meets most of the standards.** We recommend the service provider for consideration next time
Pondo Newspaper	Published mayor's budget speech	N/A	N/A	To published mayor's budget speech	Completed	None	4	**Meets all of the standards.** We recommend the service provider for consideration next time

LEGEND: 1 – Not meeting the standards (0-30%) 2 – Meet some of the standards (30-50%) 3 – Meet most of the standards (50 – 70 %) 4 – Meet all the standards (70-100%)								
NAME OF SERVICE PROVIDER	**SERVICE RENDERED**	**SET TARGET OF PERFORMANCE (PREVIOUS YEAR)**	**STATUS OF PERFORMANCE (PREVIOUS YEAR)**	**SET TARGET OF PERFORMANCE (CURRENT YEAR)**	**STATUS OF PERFORMANCE (CURRENT YEAR)**	**MEASURE TAKEN IMPROVE PERFORMANCE**	**RATING FOR CURRENT FINANCIAL YEAR**	**COMMENTS /RECOMMENDATIONS**
Ikhwezi Newspaper	Published mayor's budget speech	N/A	N/A	To published mayor's budget speech	Completed	None	4	**Meets all of the standards.** We recommend the service provider for consideration next time
The Informer Newspaper	Published mayor's budget speech	N/A	N/A	To published mayor's budget speech	Completed	None	4	**Meets all of the standards.** We recommend the service provider for consideration next time
Naledi Ya Meso Newspaper	Published mayor's budget speech	N/A	N/A	To published mayor's budget speech	Completed	None	4	**Meets all of the standards.** We recommend the service provider for consideration next time
Izwi – le – Afrika Newspaper	Published mayor's budget speech	N/A	N/A	To published mayor's budget speech	Completed	None	4	**Meets all of the standards.** We recommend the service provider for consideration next time
Copy World	Supplied municipal newsletter	N/A	N/A	To design, translate and print municipal newsletters	Completed	None	4	**Meets all of the standards.** We recommend the service provider for consideration next time
Copy World	Supplied municipal newsletter	N/A	N/A	To design, translate and print municipal newsletters	Completed	None	4	**Meets all of the standards.** We recommend the service provider for consideration next time
Nketjwane Caterers	Catering for Local Communicators Forum meeting	N/A	N/A	To provide catering for Local	Completed	None	4	**Meets all of the standards.** We recommend the

LEGEND: 1 – Not meeting the standards (0-30%) 2 – Meet some of the standards (30-50%) 3 – Meet most of the standards (50 – 70 %) 4 – Meet all the standards (70-100%)								
NAME OF SERVICE PROVIDER	**SERVICE RENDERED**	**SET TARGET OF PERFORMANCE (PREVIOUS YEAR)**	**STATUS OF PERFORMANCE (PREVIOUS YEAR)**	**SET TARGET OF PERFORMANCE (CURRENT YEAR)**	**STATUS OF PERFORMANCE (CURRENT YEAR)**	**MEASURE TAKEN IMPROVE PERFORMANCE**	**RATING FOR CURRENT FINANCIAL YEAR**	**COMMENTS /RECOMMENDATIONS**
				Communicators Forum meeting				service provider for consideration next time
Nketjwane Caterers	Catering for Intergovernmental Relations Forum meeting	N/A	N/A	To provide catering for Intergovernmental Relations Forum meeting	Completed	None	4	**Meets all of the standards.** We recommend the service provider for consideration next time
Yolisa Trading	catering	N/A	N/A	Catering for Awareness Campaigns.	completed	None	4	**Meets all of the standards.** We recommend the service provider for consideration next time
Ndamkele trading	catering	N/A	N/A	Catering for Awareness Campaigns.	Completed	None	4	**Meets all of the standards.** We recommend the service provider for consideration next time
Laduma Sports	Supplied sport uniform	N/A	N/A	Deliver uniform by 28 May 2018	Completed	None	4	**Meets all of the standards.** We recommend the service provider for consideration next time
Sgejane	Supply sport uniform	N/A	N/A	Deliver uniform by 28 May 2018	Completed	None	4	**Meets all of the standards.** We recommend the service provider for consideration next time
Tankimzwa trading	Supply sport Uniform	N/A	N/A	Deliver uniform by 28 May 2018	Completed	None	4	**Meets all of the standards.** We recommend the service provider for consideration next time

LEGEND: **1 – Not meeting the standards (0-30%)** **2 – Meet some of the standards (30-50%)** **3 – Meet most of the standards (50 – 70 %)** **4 – Meet all the standards (70-100%)**								
NAME OF SERVICE PROVIDER	**SERVICE RENDERED**	**SET TARGET OF PERFORMANCE (PREVIOUS YEAR)**	**STATUS OF PERFORMANCE (PREVIOUS YEAR)**	**SET TARGET OF PERFORMANCE (CURRENT YEAR)**	**STATUS OF PERFORMANCE (CURRENT YEAR)**	**MEASURE TAKEN IMPROVE PERFORMANCE**	**RATING FOR CURRENT FINANCIAL YEAR**	**COMMENTS /RECOMMENDATIONS**
Alus Trading	Supply Grocery vouchers	N/A	N/A	Supply grocery vouchers	Did not supply the product	Reported to SCM	4	**Meets all of the standards.** We recommend the service provider for consideration next time
NUD branch	Supply school vouchers	N/A	N/A	Supply of school vouchers	Completed	None	4	**Meets all of the standards.** We recommend the service provider for consideration next time
LF Sets	Supply cellphones	N/A	N/A	Supply cellphones for Awards Ceremony	Completed	None	4	**Meets all of the standards.** We recommend the service provider for consideration next time
XOLANI MAHLAYA TRADING	LUNCH PACKS	N/A	N/A	Supply lunch packs for information sharing	Completed	None	4	**Meets all of the standards.** We recommend the service provider for consideration next time
RAOANYANE	WOOL AND KNITTING NEEDLES	N/A	N/A	Supply wool and knitting needles for elderly	Completed	None	4	**Meets all of the standards.** We recommend the service provider for consideration next time
Tsebo ramatseliso trading enterprise	Sewing machines	N/A	N/A	Supply sewing machines for women project	Completed	None	4	**Meets all of the standards.** We recommend the service provider for consideration next time
PAKI BUSINESS	Selfie booths	N/A	N/A	Supply selfie booths for women’s month event	Completed	None	4	**Meets all of the standards.** We recommend the

LEGEND: 1 – Not meeting the standards (0-30%) 2 – Meet some of the standards (30-50%) 3 – Meet most of the standards (50 – 70 %) 4 – Meet all the standards (70-100%)								
NAME OF SERVICE PROVIDER	**SERVICE RENDERED**	**SET TARGET OF PERFORMANCE (PREVIOUS YEAR)**	**STATUS OF PERFORMANCE (PREVIOUS YEAR)**	**SET TARGET OF PERFORMANCE (CURRENT YEAR)**	**STATUS OF PERFORMANCE (CURRENT YEAR)**	**MEASURE TAKEN IMPROVE PERFORMANCE**	**RATING FOR CURRENT FINANCIAL YEAR**	**COMMENTS /RECOMMENDATIONS**
ENTERPRISE HOLDI								service provider for consideration next time
NDAMKELE TRADING AND SERVICES	Fruit packs	N/A	N/A	Supply fruit packs for women's day event	Completed	None	4	**Meets all of the standards.** We recommend the service provider for consideration next time
TANKIMZWA CATERING AND CONSTRU	Catering	N/A	N/A	To supply catering for HIV WORKSHOP	Completed	None	4	**Meets all of the standards.** We recommend the service provider for consideration next time
WE AND SIPHA TRADING	Chicken feed and chicks	N/A	N/A	To supply chicken feed and chicks	Completed	None	4	**Meets all of the standards.** We recommend the service provider for consideration next time
MATATIELE SONDELA STORE	Grocery voucher	N/A	N/A	To supply grocery vouchers	completed	None	4	**Meets all of the standards.** We recommend the service provider for consideration next time
HASSAH TRADING ENTERPRISE	T Shirts	N/A	N/A	To supply T shirts	Completed	None	4	**Meets all of the standards.** We recommend the service provider for consideration next time
PAGE FIRST PRODUCTS AND TRADING	Lanyards	N/A	N/A	To supply lanyards	completed	None	4	**Meets all of the standards.** We recommend the service provider for consideration next time

LEGEND: **1 – Not meeting the standards (0-30%)** **2 – Meet some of the standards (30-50%)** **3 – Meet most of the standards (50 – 70 %)** **4 – Meet all the standards (70-100%)**								
NAME OF SERVICE PROVIDER	**SERVICE RENDERED**	**SET TARGET OF PERFORMANCE (PREVIOUS YEAR)**	**STATUS OF PERFORMANCE (PREVIOUS YEAR)**	**SET TARGET OF PERFORMANCE (CURRENT YEAR)**	**STATUS OF PERFORMANCE (CURRENT YEAR)**	**MEASURE TAKEN IMPROVE PERFORMANCE**	**RATING FOR CURRENT FINANCIAL YEAR**	**COMMENTS /RECOMMENDATIONS**
Alfred Nzo Community Radio	Live transmission	N/A	N/A	To provide live transmission services during Youth Empowerment Indaba	Completed	None	4	**Meets all of the standards.** We recommend the service provider for consideration next time
Alfred Nzo Community Radio	Live transmission	N/A	N/A	To provide live transmission services during Open Council Day / Taking Council to the people event	Completed	None	4	**Meets all of the standards.** We recommend the service provider for consideration next time

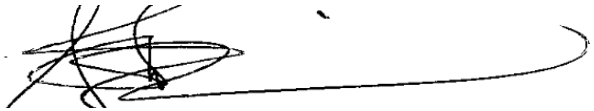
MEASURES TO BE TAKEN TO IMPROVE MUNICIPAL PERFORMANCE

The following are recommendations for the improvement of institutional performance for the 2017/2018 financial year:

- Targets of the SDBIP which were not achieved during **2017/2018** must be planned for and completed in the next financial year, **2018/2019**;
- Continuous training of staff members will be done on Performance Management System (PMS) to improve their planning processes;
- Improve enforcement of the Municipal Bylaws;
- Improve public participation in the affairs of the municipality;
- Strengthen debt management strategies in order to improve revenue for the municipality; and
- Improve inter-governmental relations with National and Provincial Government departments in order to improve service delivery.

CONCLUSION

Matatiele Local Municipality has improved its performance Management System and is currently implementing performance tools to monitor its performance against the predetermined objectives.



Dr. D.C.T. NAKIN
MUNICIPAL MANAGER

31 August 2018

ANNEXURE B: AUDIT ACTION PLAN

Audit Findings Action Plan Monitoring Tool Audit Opinion: Unqualified on Annual Financial Statements (Qualified Audit Opinion on Audit of Predetermined Objectives)

COAF Number	Reporting Area	Findings	Legal Requirement	Type	Compliance Finding	Repeat Finding from Previous Year	Root Cause	Improvement Plan	Start Date	Completion Date	Person Responsible	Position	Progress	POE	Status Quo
COAF 1 AOPO: KPA 1	Monitoring & Evaluation Unit	Performance measures of indicators not well defined	Section 46 of the Municipal Systems Act prescribes that: 1) A municipality must prepare for each financial year a performance report reflecting— a) the performance of the municipality and of each external service provider during that financial year; b) a comparison of the performances referred to in paragraph (a) with targets set for and performances in the previous financial year; and measures taken to improve performance. Section 120 of the Local Municipal and	Matter affecting the AR	Yes	Yes	There is inadequate time for planning to appropriately define the processes to develop a well-defined performance target that will be measurable and express a specific level of performance that the institution, programme or individual	Management note the finding. The municipality is currently at Midyear workshop to correct misalignments and SMART Indicators	12 Jan 18	Ongoing	Ms. NNP Sicwebu	Manager: M&E and Risk			

			Performance Regulation 2001 regulates among others, the following important aspects relating to the performance management process: • identification and regular review of key performance indicators • mechanisms, systems and processes for monitoring and measure of performance Paragraph 3.2 (b) of the Treasury Framework for Managing Performance Information states that a good performance indicator should be well-defined. I.e. the indicator needs to have a clear, unambiguous definition so that data will be collected consistently, and be easy to understand and use. Performance standards and performance targets should be specified prior to the beginning of a service cycle, which			is aiming to achieve within a given time period.									

			may be strategic planning period or a financial year. This is so that the institution and its managers know what they are responsible for, and can be held accountable at the end of the cycle. While standards are generally "timeless", targets need to be set in relation to a specific period. The targets for outcomes will tend to span multi-year periods, while the targets for inputs, activities and outputs should cover either quarterly or annual periods cover either quarterly or annual periods.												
COAF 1 AOPO: KPA 1	Monitoring & Evaluation Unit	Targets are not measurable	Section 46 of the Municipal System Act	Matter affecting the AR	Yes	Yes	Lack of monitoring and reviews done	Management note the finding. The municipality is currently at Midyear workshop to correct misalignments and SMART Indicators	12 Jan 18	Ongoing	Ms. NNP Sicwebu	Manager: M&E and Risk			
COAF 1 AOPO: KPA 1	Monitoring & Evaluation Unit	Targets are not time bound	Section 46 of the Municipal System Act	Matter affecting the AR	Yes	Yes	Lack of monitoring and	Management note the finding. The municipality is currently at Midyear	12 Jan 18	Ongoing	Ms. NNP Sicwebu	Manager: M&E and Risk			

							reviews done	workshop to correct misalignments and SMART Indicators							
COAF 1 AOPO: KPA 1	Monitoring & Evaluation Unit	Targets set is different from the set Indicator	Section 46 of the Municipal System Act	Matter affecting the AR	Yes	Yes	Lack of monitoring and reviews done	Management note the finding. The municipality is currently at Midyear workshop to correct misalignments and SMART Indicators	12 Jan 18	Ongoing	Ms. NNP Sicwebu	Manager: M&E and Risk			
COAF 2: PDO KPA3	Monitoring & Evaluation Unit	Performance measures of indicators not well defined	Section 46 of the Municipal System Act	Matter affecting the AR	Yes	Yes	Lack of monitoring and reviews done	Management note the finding. The municipality is currently at Midyear workshop to correct misalignments and SMART Indicators	12 Jan 18	Ongoing	Ms. NNP Sicwebu	Manager: M&E and Risk			
COAF 2 PDO KPA 3	Monitoring & Evaluation Unit	Targets are not measurable	Section 46 of the Municipal System Act	Matter affecting the AR	Yes	Yes	Lack of monitoring and reviews done	Management note the finding. The municipality is currently at Midyear workshop to correct misalignments and SMART Indicators	12 Jan 18	Ongoing	Ms. NNP Sicwebu	Manager: M&E and Risk			

COAF 3 (Iss.07)	Supply Chain Management	SCM awarded contract amount above the available budget	Section 62 (1) of the MFMA states that the Accounting Officer of the Municipality is responsible for managing the financial administration of the Municipality ,and must for this purpose take all reasonable steps to ensure: a)That the resources of the Municipality are used effectively, efficiently and economically ; b)That full and proper records of the financial affairs of the Municipality are kept in accordance with any prescribed norms and standards ; C)That the Municipality has and maintains effective, efficient and transparent systems. i)of financial and risk management and internal control ;and ii)of internal audit operating in accordance with any prescribed norms and standards	Matter affecting the AR	Yes	No	Inappropriate budget and expenditure management process. Poor Budget planning and Monitoring Budget forms not reflecting multi year	To ensure that the budget confirmations reflect multiyear projects. To ensure that SCM units adhere to bid committee checklist.	2018/01/12 2019/01/17	Ongoing	Ms. O Mgwebi	Manager: SCM			

			d)That Unauthorized ,irregular or fruitless and wasteful expenditure and other losses are prevented.												
COAF 4 AOPO KPA 1	Monitoring & Evaluation Unit	Planned targets for Q1 not reported on Q1 performance report	Section 62 (1) of the MFMA states that the Accounting Officer of the Municipality is responsible for managing the financial administration of the Municipality ,and must for this purpose take all reasonable steps to ensure that the municipality has and maintains effective, efficient and transparent systems of financial and risk management and internal control." Section 120 of the Local Municipal and Performance Regulation 2001 regulates among others, the following important aspects relating to performance management process: *	Matter affecting the AR	Yes	Yes	The lack of regular monitoring and review of information to identify any gaps. The	Different response given to this finding.	03 Apr 18		Ms. K Blignaut	Manager M&E			

			identification and regular review of key performance management indicators * mechanisms, systems and processes for monitoring and measure of performance												
COAF 5 (Iss.11)	Revenue and Expenditure	Payroll reconciliation not done for the year	Section 32 (1) (b) of the MFMA states that the Accounting Officer of the Municipality is responsible for Managing the financial administration of the Municipality ,and must for this purpose take all reasonable steps to ensure that full and proper records of the financial affairs of the Municipality are kept in accordance with any prescribed norms and standards	Matter affecting the AR	Yes	No	There were integration problems between the payroll system (VIP) and accounting system (Munsoft) resulting to payroll not being done by the municipality. (Isolated matter due to mSCOA integration)	The reconciliation have been prepared between the Payroll and Accounting system for all months in the financial year. Integration between VIP and Munsoft is done at the end of each month after which reconciliations are done reviewed by the accountant, recommended by the Manager and approved by the CFO.	2018/08/24 2019/01/17	Ongoing	Ms. N Majova	Manager Revenue & Expenditure			

COAF 5 (Iss.12)	Supply Chain Management	Deficiency in controls over declaration of interest prior bids evaluation processes	Section 62 (1) (C) of the MFMA states that the Accounting Officer of the Municipality is responsible for managing the financial administration of the Municipality ,and must for this purpose take all reasonable steps to ensure that that the Municipality has and maintains effective, efficient and transparent systems of financial and risk management and internal control.	Other Important Matter	Yes	No	Poor compilation of the forms that often resulted in confusion to the attendees or and members of the committee Members not adhering to guidelines of bid committees	Member who has Financial Interest on the Project is excused from the Meeting. The error on the above mentioned project was noted and has been corrected. Ensuring that members declare their interest before each sitting. Bid Committee checklist will utilized.	2018/08/24 2019/01/17	Ongoing	Ms. O Mgwebi	Manager: SCM			
COAF 5 (Iss.13)	Supply Chain Management	Planning: Multiple Policies for Supply chain Management	Section 62 (1) (C) of the MFMA states that the Accounting Officer of the Municipality is responsible for managing the financial administration of the Municipality ,and must for this purpose take all reasonable steps to ensure that that the Municipality has and maintains effective, efficient and transparent	Other Important Matter	Yes	No	It appears that an error occurred in the process between approval and amendment of this policy as both of them have been approved Poor record keeping	Acknowledge the finding, the correct policy as per the Municipal Website was used To ensure that the correct policy is used and the Policy on the file is the same as the one on the website	2018/08/24 2019/01/17	Ongoing	Ms. O Mgwebi	Manager: SCM			

			systems of financial and risk management and internal control Section 112 of chapter 11 of the MFMA states that the Supply chain Management Policy of a Municipality or Municipal entity must be fair, equitable ,transparent, competitive and cost effective and comply with the prescribed regulatory framework for Municipal Supply Chain Management.												
COAF 6 (Iss.14)	Financial Reporting and Assets Management	Prior year uncorrected misstatements	the international standards of Auditing ISA 710 states that if the auditor's report on the prior period ,as previously issued ,included a qualified opinion ,a disclaimer of opinion ,or an adverse opinion and the matter which gave rise to the modification is unresolved, the auditor shall modify the auditors	Other Important Matter	Yes	No	Leadership : Exercise oversight responsibility regarding financial and performance reporting and compliance and related internal controls (L2) Incorrect	The PPE restatements are done with adjustments correcting the prior year's errors. A letter detailing the process taken by management to go through the whole population of Assets in the schedules, supporting documents is due to the revaluation exercise of infrastructure	2018/08/27 2019/01/17	Ongoing	Mr. S Fokazi	Manager: Financial Reporting and Assets Management			

			opinion on the current period's financial statements.				accounting of retention. Retention were controlled by other departments.	assists. The completed adjustments will be submitted to AGSA on the 31 August 2018 with Fixed Assets Register as discussed with Auditors. Developed retentions register which is under FR&AM							
COAF 7 (Iss.20)	Internal Audit	Partially conformed opinion on the quality assessments review done by the Provincial treasury (Iss20)	Section 62 (1) (C) of the MFMA states that the Accounting Officer of the Municipality is responsible for managing the financial administration of the Municipality ,and must for this purpose take all reasonable steps to ensure that that the Municipality has and maintains effective, efficient and transparent systems of internal Audit operating in accordance with any prescribed norms and standards. Section 165 of the MFMA prescribes	Other Important Matter	Yes	No	Insufficient review and monitoring of compliance with the internal audit standards and requirements. Non adherence to standards and best practices	Management agrees with the Finding and Quality Assurance Review Action plan Register is in place to address identified findings and is being monitored. Finding raised are address and another Quality Assurance Review will be conducted in the month of June 2019.	2018/10/09 2019/01/17	30 05 2019	Ms. U Mdlankomo	Manager: Internal Audit			

			the establishment of the Internal Audit activity. Internal audit is an important component of internal control, risk management and corporate governance and provides the necessary assurance and advisory services to the Organisation. MFMA Circular 65 - Internal Audit and Audit Committee of 23 November 2012 states that the internal audit must be subjected to an external assessments at least once every five years, the results which of should be communicated to the Audit Committee and accounting officer .An external assessments must be conducted by a qualified reviewer or review team from outside the Municipality. On completion of the external assessments, the review team should													

			issue a formal report containing an opinion. The Chief Audit Executive in consultation with the accounting officer should prepare a written action plan in response to comments and recommendations in the report.												
COAF 7 (Iss.21)	Internal Audit	Internal audit charter not including a description of assurance and nature of consulting services (Iss.21)	Section 165 of the MFMA prescribed the establishment of Internal Audit Activity .Internal Audit is an important component of internal control, risk management and corporate governance and provides the necessary assurance and advisory services to the Organisation. In terms of the MFMA Circular 65- Internal Audit and Audit Committee of 23 November 2012, the internal audit charter outlines the mandate of Internal audit and serves as statement of purpose, authority	Other Important Matter	Yes	No	This is the result of the insufficient review and monitoring of compliance with MFMA requirements and circulars in relation to internal audit before the drafting of the internal audit charter Non adherence to standards	We agree with the finding: This will be corrected in the Internal Audit Charter to be taken to council on the 30th October 2018 with all the recommended amendments. The charter has been reviewed and this process will be completed in May 2019.	2018/10/09 2019/01/17	30 May 19	Ms. U Mdlankomo	Manager: Internal Audit			

			and responsibility. The Charter must be in writing and address the following: • The internal audit's purpose, authority and responsibilities; • The standards to be complied with; • The position of the internal audit within the Organisation; • A description of assurance and nature of consulting services; • The period of review of the charter; • The appointment and the dismissal of the chief audit executive; and • Access to information, properties and personnel				and best practices								
COAF 7 (Iss.22)	Internal Audit	Non-permanent appointment of the Internal Audit Manager (Chief Audit Executive)	Section 62 (1) (C) (ii) of the MFMA states that the Accounting Officer of the Municipality is responsible for managing the financial admiration of the Municipality ,and must for this purpose take that the Municipality has and maintains	Other Important Matter	Yes	No	Insufficient review and monitoring of compliance with the MFMA requirements and MFMA Circulars in relation to internal	We agree with the finding, however the Matatiele Local Municipality is a small municipality and therefore cannot afford to employ a permit CAE on a Senior management position as yet due to budget constraint and	2018/10/09 2019/01/17	01 07 2019	Dr. DCT Nakin	Municipal Manager			

			effective, efficient and transparent systems of Internal Audit operating in accordance with any prescribed norms and standards . MFMA Circular 65 - Internal Audit and Audit Committee of 23 November 2012 states that the Chief Audit Executive should be permanently appointed at a Senior Manager Level, reporting directly to the Municipal Manager.				Audit before the appointment of Chief Audit Executive. Limitation is due to the size of the institution.	taking into consideration the size of the institution. The size of the municipality remains a concern as this is a rural municipality however considerations to increase the personnel within IAA will be prioritized.							

COAF 7 (Iss.23)	Internal Audit	Internal Audit Personnel do not have the appropriate Certifications and Qualifications	Section 62 (1) (C) (ii) of the MFMA states that the Accounting Officer of a Municipality is responsible for managing the financial administration of the Municipality and must for this purpose take all reasonable steps to ensure that the Municipality has an maintains effective, efficient and transparent systems of internal audit operating in accordance with any prescribed norms and standards. According to standard 1210 on proficiency of the International standards for the professional practice of internal Auditing, Internal Auditors must possess the knowledge, skills and other competencies needed to perform its responsibilities. Interpretation according to standard 1210 states that	Other Important Matter	Yes	Yes	Lack of appropriate certification and qualifications. Unable to keep the skill. Unable to attack the right skill and challenges in enrolling current personnel due to limited number of IA officials in the EC.	We agree with the finding: A plan for all permanently employed internal audit activity and the Audit Manager will be drawn up with targets for the attainment of appropriate qualifications and certifications with timeframe and be monitored, however the Internal Audit Consultant complement the current internal audit activity skills and qualifications. To enroll three internal audit personnel to attend the IIA (IAT) in the 2018/2019 financial year. The program will take two years to complete.	2018/10/09 2019/01/17	31 01 2021	Dr. DCT Nakin	Municipal Manager			

			proficiency is a collective term that refers to the knowledge, skills and other competencies required of internal Auditors to effectively carry out their professional responsibilities. It encompasses consideration of current activities, trends and emerging issues to enable relevant advice and recommendations. Internal auditors are encouraged to demonstrate their Proficiency by obtaining appropriate professional certifications and qualifications, such as the Certified Internal Auditor designation and other designations offered by the institute of Internal Auditors and other appropriate professional Organisation. In accordance with the internal audit standards, Chief Audit Executive describes the role of a person in a													

			senior position responsible for effectively managing the internal Audit Activity in accordance with the Internal Audit Charter and the mandatory elements of the international practices framework. The Chief Audit Executive or others reporting to the Chief Audit Executive will have appropriate professional certifications and qualifications as required by the internal audit standards.												

COAF 8 (Iss.16)	Financial Reporting and Asset Management	Consultants: Deficiencies in the appointment of consultants' policy	Section 62 (1) (a) of the MFMA states that the Accounting Officer of a Municipality is responsible for managing the financial administration of the Municipality and must for this purpose take all reasonable steps to ensure that resources of the Municipality are used effectively, efficiently and economy-misally . Paragraph 5.1.5 of the Municipal SCM guide for Accounting Officers states that the consultants should be engaged when the necessary skills and/or resources to perform a project, duty, and study are not available and the Accounting Officer /Authority cannot be reasonably expected either to train or to recruit people in the time available. MFMA Circular 82	Other Important Matter	Yes	Yes	The Policy owners did not ensure that the policy is updated with the current and prevailing legislation and guidance from National Treasury on the use of consultants	The motivation to appoint consultants always has a paragraph detailing municipal plans to reduce reliance on consultants, which is covered in the section which deals with transfer of skills and accompanied by Service Level Agreement. Monthly reports on monitoring use of consultants have been provided to the auditors. To amend the policy to reflect all the requirements of an end user	2018/10/09 2019/01/17	Ongoing	Mr. S Fokazi	Manager: Financial Reporting and Assets Management			

			National treasury states Accounting Officers must only contract with consultants after a gap analysis report has confirmed that the Municipality does not have the prerequisite skills or resources in its permanent employment to perform the services required. The Municipal policy on appointment of consultant services 2017/18 (Policy no.29 of 2017/18 - CR number 147/29/05/2017) does not cover the following:- -The Policy on the appointment of consultants does not make any reference to performing a gap analysis prior to the appointment of consultants. Section 6.1.1 and 6.2.2 of the said policy makes reference to primary reasons for appointment of consultants and minimum requirements when appointing consultants												

			respectively. -RFI 33 of 2018 was issued to the audited requesting the consultancy reduction plan however such a plan was not submitted .The Municipal Policy was submitted instead. However the Policy does not cover in detail the Municipality's plan to reduce the use of consultants. Section 6.1.5 which deals with terms and conditions of appointing consultants does not include as a requirement the inclusion of a clause for skills transfer in terms of reference. Section 6.1.7 (b) states that the performance of consultants shall be monitored on a monthly basis .The Policy however does not cover how and by whom the performance and evaluated.													

COAF 8 (Iss.17)	Financial Reporting and Asset Management	consultants appointed although skills /resources are present in the Municipality	Section 62 (1) (a) of the MFMA states that the Accounting Officer of a Municipality is responsible for managing the financial administration of the Municipality ,and must for this purpose take all reasonable steps to ensure that the resources of the Municipality are used effectively, efficiently and economically. Paragraph 5.1.5 of the Municipal SCM guide for Accounting Officers states that the Accounting Consultants should only be engaged when the necessary skills and /or resources to perform a project, duty, and study are not available and the accounting officer/authority cannot be reasonably expected either to train or to recruit people in the time available. MFMA Circular 82 National treasury	Other Important Matter	Yes	No	A Gap analysis was not performed since the appointment of the Manager: Financial Reporting and Assets management whose vacancy in the last Gap analysis that was used in support of the appointment of the consultants for financial statement preparation was used as motivation for needing the support. There was no specific unit with required expertise for AFS preparation as it is	Management does not agree with the finding on the basis that Consultants to prepare financial statements were appointed for a duration of three financial years on a contract ending in November 2018. The gap analysis which was undertaken still remains due to the fact that; preparation of financial statements needs certain expertise and a set of financial statements is done on Caseware that is a specialized system software which must be understood by any individual involved in the process of preparing financials. it is therefore advanced that the establishment of the unit wherein only the Manager was appointed in 2017 did not translate to cancellation and termination of	2018/10/09 2019/01/17	Ongoing	Mr. S Fokazi	Manager: Financial Reporting and Assets Management			

			states accounting officers must only contract with consultants after a gap analysis report has confirmed that the Municipality does not have requisite skills or resources in its permanent employment to perform the services required.				specialized skill.	existing contracts because a transfer of skills needed to take place and of course the contractual agreements were still valid. The municipality implemented mSCOA reforms during the current financial year hence contract of the already appointed service provider could not be terminated for further technical assistance.							
COAF 9 (Iss.32)	Financial Reporting and Asset Management	Disclosure of repairs and maintenance is not adequate	Section 62 (1) (a) of the MFMA states that the Accounting Officer of a Municipality is responsible for managing the financial administration of the Municipality ,and must for this purpose take all reasonable steps to ensure that the resources of the Municipality are used effectively, efficiently and transparent of internal audit operating in accordance with	Other Important Matter	Yes	No		Finding noted, repairs and maintenance will be separately disclosed in the AFS during adjustments. However, the guidance received from treasury regarding mSCOA restatements suggested that it is the municipalities 'prerogative to disclose this line item in the face of the AFS or not, as long it is explained in the notes. The source	2018/10/1 2019/01/17	Ongoing	Mr. S Fokazi	Manager: Financial Reporting and Assets Management			

			any prescribes norms and standards. Paragraph 102 (c) of GRAP 1 Indicates that circumstances that would give rise to the separate disclosure of items of revenue and expenses include expenditure incurred on assists to repair and maintain them; Paragraph 88 of GRAP 17 states that an entity shall separately disclose expenditure incurred to repair and maintain property, plant and equipment in the notes to the financial statements. **As per BC18 of GRAP 17,** furthermore BC19 of GRAP 17.The expenditure for repairs and maintenance of assets has not been separately disclosed in the financial statements of the municipality as required by GRAP 17. As included in note 38. Contracted Services, the repairs and maintenance					documents (general ledger and Trail balance) used to prepare AFS do not have a line item with zero amount for current year under reviews.							

			amount to R 12 493 357 for the year under review with a comparative amount of R10 610 894. This is as a results of misinterpretation o the guidance from Treasury on the treatment of repairs and maintenance under mSCOA financial systems. The non-disclosure is an omission of a material disclosure and results in a material understatement of disclosures required by GRAP 1 and GRAP 17.												

COAF 9 (Iss.26)	Financial Reporting and Asset Management	Understatement of additions to Infrastructure assets	Section 62 (1) (a) of the MFMA states that the Accounting Officer of a Municipality is responsible for managing the financial administration of the Municipality ,and must for this purpose take all reasonable steps to ensure that the resources of the Municipality are used effectively, efficiently and transparent of internal audit operating in accordance with any prescribes norms and standards. Paragraph 17 of GRAP 17, Paragraph 21 of GRAP 17 and Paragraph 22 of GRAP 17 Not all elements of costs have been recognized in respect of the following infrastructure assets as retentions or portion thereof were not included in the cost of the assets: Electrical substation and Vikinduku access road (variances between the	Other Important Matter	Yes	Yes	Lack of review of FAR before final submission to AG	The findings are noted, and the following are management responses; 1. The difference of -453 730,00 on Electrical substation management agrees with it and the WIP register has been since adjusted to include this retention amount on invoice number one for 2018 additions. 2. The reported difference of -211 310, 66 on Vikinduku Access Road it's incorrect therefore management does not agree with the finding. An Auditor erroneously double accounted retentions and that has been discussed and cleared with the auditor. Therefore, no adjustment will be done on this project as it is disclosed with the correct amount in the FAR.	2018/11/05 2019/01/17	Ongoing	Mr. S Fokazi	Manager: Financial Reporting and Assets Management			

			amount in the FAR and value of work done). Additionally, the amount of cost as per the FAR does not agree to the value of work done in accordance with the invoices and payment certificates for the following assets amounts for the following asset: Mahareng and Chere electrification. The cost of the assets has been recognized through invoices which do not approximate the total value of the assets as it does not include surety and retention amounts. This results in understatement of cost of PPE, VAT input and Payables (Retentions)					3. The reported difference of 821 526, 12 on Mahareng and Chere Electrification, its incorrect an Auditor erroneously included retention of 240 316, 84 in the casting of payment vouchers against FAR amount. The retention was raised in the first payment certificate and it was released in the second payment certificate and that has been discussed and clarified to the auditor. Therefore, an adjustment has been made in the FAR to disclose the correct value of the asset. The FAR will be revisited to correct all errors identified and revised final FAR will be submitted to AG for auditing.							

								Therefore, the conclusion on the below table is not entirely correct due to the above mentioned reasons and explanations PPE @ cost VAT Payables 665 040,66 163 464,26 828 504,92 Monthly reviews of FAR							

COAF 9 (Iss.18)	Financial Reporting and Asset Management	Differences between the amount on the GL/TB and AFS	Section 62 (1) (a) of the MFMA states that the Accounting Officer of a Municipality is responsible for managing the financial administration of the Municipality ,and must for this purpose take all reasonable steps to ensure that full and proper records of the financial affairs of the municipality are kept in accordance with any prescribed norms and standards." Review and reconciliation of the GL/TB to the AFS was not performed adequately before submission for audit purposes on 31 August 2018.	Other Important Matter	Yes	No	TB needed to be downloaded into month 13 period instead the usual period 12, as this was the first year end procedure on mSCOA.	Management agrees with the finding, during the transacting on mSCOA which is the new financial reform for all municipalities implemented during 2017/2018 financial year we erroneously chose incorrect segments when transacting on mSCOA. The issue is mSCOA due to the set-up of projects at budgeting stage which are Cost instead of WIP, we have gone through the General Ledger to make adjustments on each project. The reported differences are as a result of misclassifications between the items in the system, however the whole PPE items in the GL are reviewed and correcting misclassifications. Attached are the proposed journals. To ensure that period 13 TB is	2018/11/05 2019/01/17	31 Jul 19	Mr. S Fokazi	Manager: Financial Reporting and Assets Management			

								downloaded on mSCOA. Period 13 will only be in July 2019, however TB does balance with GL for Mid-Term AFS.							
COAF 9 (Iss.27)	Financial Reporting and Asset Management	Incorrect calculation of opening accumulated depreciation (Iss.27)	Section 62 (1) of the MFMA states that the accounting officer of the Municipality is responsible for the financial administration of the municipality ,and must for this purpose take all reasonable steps to ensure that full and proper records of the financial affairs of the Municipality are kept in accordance with any prescribed norms and standards Section 122 (1) (a) of the MFMA states that every Municipality and every Municipal entity must for each financial year prepare annual financial	Other Important Matter	Yes	Yes	Lack of review of FAR before final submission to AG	The FAR will be revisited to collect all errors identified and Revised Final FAR will be submitted to AG for auditing. Adjustments will be made on the AFS after the Auditor General has assessed them. Additions for current year have been added onto the FAR, monthly reconciliation is done.	2018/11/05 2019/01/17	Ongoing	Mr. S Fokazi	Manager: Financial Reporting and Assets Management			

			statements which fairly present the state of the affairs of the Municipality or entity, its performance against budget, its management of Revenue ,expenditure, assets and liabilities, its business activities, its financial results and its financial position. -In terms of Grap 17 Paragraph 55, the depreciable amount of an asset shall be allocated on a systematic basis over its useful life.											
COAF 9 (Iss.28)	Financial Reporting and Asset Management	Insufficient information provided to calculate depreciation of infrastructure assets	Section 62 (1) (b) of the MFMA states that the accounting officer of a Municipality is responsible for managing the financial administration of the Municipality and must for this purpose take all reasonable steps to ensure that full and proper records of the financial affairs of the Municipality are kept in accordance with any prescribed	Other Important Matter	Yes	No	Lack of review of FAR before final submission to AG	Management agrees with the finding. Due to the volume of columns on the fixed asset registers; some columns were removed to simplify the register. As a results of that, critical columns for useful lives for infrastructure assets and useful lives and condition of assets for community assets were erroneously	2018/11/05 2019/01/17	30 Nov 18	Mr. S Fokazi	Manager: Financial Reporting and Assets Management			

			norms and standards.					omitted. The FAR will be revisited to correct all errors identified and revised final FAR will be submitted to AG for auditing. The adjustments will be made on AFS after the Auditor General has assessed them. Monthly review of FAR to ensure compliance to GRAP standards. monthly review of FAR to ensure compliance to GRAP standards						
COAF 10 (Iss.15)	Financial Reporting and Asset Management	Expenditure: Inaccurate disclosure of material and stores	Section 62 (1) (C) (I) of the MFMA states that the Accounting Officer of the Municipality is responsible for managing the financial administration of the Municipality and must for this purpose take all the reasonable steps to ensure that the Municipality has and maintains effective, efficient, and transparent systems of financial and risk management and internal control.	Other Important Matter	Yes	No	Lack of review of AFS before submission to AG.	Agree with the finding, the differences are due to typo error on the notes of the AFS which are not pulling through from the figures in the face of the financial statements. We will correct the note number and also type correct figures in the note. Proper reviews to be done starting from the interim AFS to eliminate any material misstatements	2018/11/05 2019/01/17	Ongoing	Mr. S Fokazi	Manager: Financial Reporting and Assets Management			

			Section 1 of the mSCOA regulations define a ''chart of accounts" as a multi-dimensional classification framework providing method and format for recording and classifying financial transaction information in the general Ledger forming part of the books of account containing a standard list of all available accounts Section 2 of the same regulations further states that the object of these regulations is to provide for a national standard for the uniform recording and classification of a municipal budget and financial information at a transaction level prescribing a standard chart of accounts for municipalities. Paragraph 99 of Grap 1 states that additional line items are included on the face of the financial performance, and					during audit processes.							

			the descriptions used and the ordering of items are amended when this is necessary to explain the elements of the performance. Factors to be considered include materiality and nature and function of the components of Revenue and expenses.											
COAF 11 PDO KPA 3 (Iss.51)	Monitoring and Evaluation /Risk and Council Support	KPA 3 Usefulness: Measures to improve performance have not been disclosed	Section 46 (1) of the MSA states that a Municipality must prepare for each financial year a performance report reflecting : a)The performance of the Municipality and of each external service provider during that financial year: b)A comparison of the performances referred to in paragraph (a) with targets set for and performances in the previous financial year and c)Measures to Improve performance	Matter affecting the AR	Yes	Yes	Lack of monitoring done	The issue of corrective measures in the 2017/2018 APR were addressed and Managers are encouraged to indicate these in their Quarterly Reports. CR for adopted Quarterly Reports	29 Jan 19	30 Jun 19	Ms. K Blignaut	Manager: M&E/ Risk and Council Support			

COAF 11 PDO KPA 3 (Iss.56)	Monitoring and Evaluation /Risk and Council Support	KPA 3 Usefulness: Indicator is not measurable	Section 46 (1) of the MSA states that a Municipality must prepare for each financial year a performance report reflecting : a)The performance of the Municipality and of each external service provider during that financial year: b)A comparison of the performances referred to in paragraph (a) with targets set for and performances in the previous financial year and c)Measures to Improve performance Paragraph 3.3 of the Treasury Framework for Managing Performance Information	Matter affecting the AR	Yes	Yes	Lack of monitoring done	Management will take reasonable steps to ensure that set indicators and targets are SMART. The DRAFT Revised 2018 2019 SDBIP will be submitted to Council on 29 January 2019 after discussion and consultation at the Mid-Year Workshop during 13 to 16 January 2019. Should the Revised SDBIP be approved there will be a Council resolution to this effect	29 Jan 19	30 Jun 19	Ms. K Blignaut	Manager: M&E/ Risk and Council Support			
COAF 11 PDO KPA 3 (Iss.50)	Monitoring and Evaluation /Risk and Council Support	KPA 3 Usefulness: Reported performance information is not consistent to planned performance.(Iss34)	Section 41 (1) (a) to (C) of the Municipal Systems Act ,2011 (Act no 7 of 2011) (MSA) states that a Municipality must in terms of its performance management system and in accordance with any regulations and guidelines that may	Matter affecting the AR	Yes	Yes	Lack of monitoring done	Managers will be encouraged to report performance information that is consistent to planned performance. CR for adopted Quarterly Reports	29 Jan 19	30 Jun 19	Ms. K Blignaut	Manager: M&E/ Risk and Council Support			

			be prescribed: -Set appropriate key performance indicators as Yardstick for measuring performance ,including outcomes and impacts, with regard to the Municipality's development priorities and objectives set out in its integrated development plan and -Set measurable performance targets with regard to each of those development priorities and objective and ;with regard to each of those development priorities and objectives and against key performance indicators and targets set in terms of paragraph (a) and (b) Monitor performance and measure and review performance at least once per year.												

COAF 12 (Iss.33)	Financial Reporting and Asset Management	PPE: Insufficient information provided to calculate impairment and revaluation of PPE (Iss.33)	Section 62 (1) (C) (ii) of the MFMA states that the Accounting Officer of the Municipality is responsible for managing the financial administration of the Municipality, and must for this purpose take all reasonable steps to ensure that the Municipality has and Maintains an effective, efficient and transparent systems of internal audit operating in accordance with any prescribed norms and standards Paragraph 85 (e) of Grap 17 states that the financial statements shall disclose, for each class of property ,plant and equipment recognized in the financial statements a reconciliation of the carrying amount at the beginning and end of the period showing: i)Additions ii)Disposal iii)Acquisitions through a transfer	Other Important Matter	Yes	No	Lack of reviews of AFS prior their submission	Finding Noted, Fixed Asset Register has been Reviewed to ensure that all important components are included, Management then Requested to resubmit the FAR with all the Necessary adjustments .FAR and calculation workings has been submitted on the 22 October 2018 to AGSA as per agreement. Monthly review of FAR	2018/11/09 2019/01/17	Ongoing	Mr. S Fokazi	Manager: Financial Reporting and Assets Management			

			of functions between entities under common control, transfer of functions between entities not under common control or a merger. (iv) Increases or decreases resulting from revaluations under Paragraphs.34.44 and.45 (if any). (v)Impairment losses recognized in surplus or deficit in accordance with Grap 21 or Grap 26 as appropriate (if any) (vii) Depreciation (Viii) The net exchange differences arising on the translation of financial statements from the functional currency into a different presentation currency, including the translation a foreign operation into the presentation of currency of the reporting entity; and (ix) other changes Additionally paragraph 92 of Grap 17 states that if items of property														

			,plant and equipment are stated at revalued amounts ,the following shall be disclosed: a)The effective date of revaluation b)The Methods and significant assumptions applied in estimating the items fair values. c) The Extent to which the items' fair values were determined directly by reference to observable prices in an active market or recent market transactions on arm's length terms or were estimated using other valuation techniques ;and d)The revaluation surplus ,indicating the change for the period and any restrictions on the distribution of the balance to owners of net assets.												

COAF 12 (Iss.44)	Financial Reporting and Asset Management	PPE: Presentation and disclosure of PPE is not in accordance with the requirements of Grap 17 (Iss.44)	Section 62 (1) (C) (ii) of the MFMA states that the Accounting Officer of a Municipality is responsible for managing the Financial admiration of the Municipality, and must for this purpose take all reasonable steps to ensure that the Municipality has and maintains effective, efficient and transparent systems of internal audit operating in accordance with any prescribed norms and standards. Additionally paragraph 87 of GRAP 17 states that an entity shall disclose the following in the notes to the financial statements in relation to property, plant and equipment which is in the process of being constructed or developed. a) The cumulative expenditure recognized in the carrying value of property, plant and	Matter affecting the AR	Yes	No	Depending on the revolving audit methodology which requires new disclosures.	Finding noted, the reconciliation note on the AFS will be recorded as per the figures in note 8.This a typo error. A disclosure note will be included in the AFS indicating the assets taking longer than expected to be completed. All disclosures will be re-worded as per GRAP requirements. Compliance with GRAP standards and further consultations. 2. To consider project timeframes from Infrastructure department as a basis for determination of disclosure in the PPE note.	2018/11/10 2019/01/17	Ongoing	Mr. S Fokazi	Manager: Financial Reporting and Assets Management			

			equipment. These expenditures shall be disclosed in aggregate per class of asset. b) The carrying value of property, plant and equipment that is taking a significantly longer period of time to complete than expected, including reasons for any delays. C) The Carrying value of property, plant and equipment where construction or development has been halted either during the current or previous reporting period(s).The entity shall also disclose reasons for halting the construction or development of the asset and indicate whether any impairment losses have been recognized in relation to these assets. In providing disclosures in Paragraph 87 (b) and (c) an entity shall decide how to present the information													

			required i.e. individually or in aggregate, for example per project, per class, or another relevant basis												
COAF 13 (Iss.36) KPA 1	Monitoring and Evaluation /Risk and Council Support	KPA1 Usefulness: Indicator is not measurable	Section 41 (1) (a) to (c) of the Municipal Systems Act ,2011 (Act no.7 of 2011) (MSA) states that a Municipality must in terms of its performance Management system and in accordance with any regulations and guidelines that may be prescribed : -set appropriate key performance indicators as a Yardstick for measuring performance, including outcomes and impact, with regard to the Municipality's	Matter affecting the AR	Yes	Yes	Lack of monitoring done	Management will take reasonable steps to ensure that set indicators and targets are SMART. The DRAFT Revised 2018 2019 SDBIP will be submitted to Council on 29 January 2019 after discussion and consultation at the Mid-Year Workshop during 13 to 16 January	29 Jan 19	30 06 2019	Ms. K Blignaut	Manager: M&E/ Risk and Council Support			

			development priorities and objectives set out in its integrated development plan and ; -Set measurable performance targets with regard to each of those development priorities and objectives and against the key performance indicators and targets set in terms of paragraphs (a) and (b) monitor performance and measure and review performance at least once per year.											
COAF 13 (Iss.34) KPA 1	Monitoring and Evaluation /Risk and Council Support	KPA1 Usefulness: Reported performance information is not consistent to planned performance	Section 41 (1) (a) to (c) of the Municipal Systems Act ,2011 (Act no.7 of 2011) (MSA) states that a Municipality must in terms of its performance Management system and in accordance with any regulations and guidelines that may be prescribed : -set appropriate key performance indicators as a Yardstick for	Matter affecting the AR	Yes	Yes	Lack of monitoring done	Managers will be encouraged to report performance information that is consistent to planned performance.	29 Jan 19	30 06 2019	Ms. K Blignaut	Manager: M&E/ Risk and Council Support			

			measuring performance, including outcomes and impact, with regard to the Municipality's development priorities and objectives set out in its integrated development plan and ; -Set measurable performance targets with regard to each of those development priorities and objectives and against the key performance indicators and targets set in terms of paragraphs (a) and (b) monitor performance and measure and review performance at least once per year.											
COAF 14 (Iss.31)	Supply Chain Management	SCM: No SCM practitioner present in the BEC	Section 28 (2) (b) of the Municipal Supply Chain Management Regulations states that a Bid Evaluation Committee must as far as possible be composed of at least one supply chain management practitioner of the	Other Important Matter	Yes	No	Members not adhering to guidelines of bid committees	Finding acknowledged however all the meetings of the bid evaluation committee do not sit if the Supply Chain Practitioner is not present as they are responsible for reports and for providing SCM	13 Nov 18	Ongoing	Ms. O Mgwebi	Manager: SCM			

			Municipality or Municipal entity.					related advice. On the date of evaluating the bid for supply and delivery of Protective Clothing for PMU, the SCM practitioner was present but did not sign the register immediately and the copies of the register are filed immediately after the evaluation members have signed (before the evaluation commences). The SCM Practitioner only signed the register when compiling the report and confirm attendance for the meeting. Signed register is attached. Ensuring that members declare their interest before each sitting. Bid Committee checklist will utilized.							

COAF 14 (Iss.48)	Supply Chain Management	SCM: Bid of the Winning Bidder received after the closing date	Section 23 (c) of the Municipal Supply chain Management Regulations states that the Supply chain Management Policy must determine the procedure for the handling, opening and recording of bids and must require the accounting officer to record in a register all bids received in time	Matter affecting the AR	Yes	No	Lack of reviews of information before awarding the bid	Finding acknowledged however the bid for Supply and delivery of protective clothing was closed on the 26 September 2017 as stated on the advert. The SCM practitioner made an error; on the date she wrote 27 instead of 26 (Human Error). The tender opening register was posted on the website on the date of closing which is 26 September 2017. This is an isolated matter as the whole population of awarded bids in 2017/2018 was verified and there we no errors identified. Attached is the proof of email sent to Communications Unit to upload the register for the bids that closed on the 26 of September 2017, affidavit of the SCM practitioner closing the bid acknowledging	14 Nov 18	Ongoing	Ms. O Mgwebi	Manager: SCM			

								the error is attached and advert and tender opening registers for 2017/2018 financial year. To ensure that the bid committee checklist is implemented by SCM unit.							
COAF 15 KPA 1 (Iss.35)	Monitoring and Evaluation /Risk and Council Support	KPA 1 Usefulness: Measures to improve the performance have not been disclosed	Section 46 (1) of the MSA states that a Municipality must prepare for each financial year a performance report reflecting : a)The performance of the Municipality and of each external service provider during that financial year: b)A comparison of the performances referred to in paragraph (a) with targets set for and performances in the previous financial year and (c) measures taken to improve performance	Matter affecting the AR	Yes	No	Lack of monitoring done	Managers will be encouraged to report performance information that is consistent to planned performance.	29 Jan 19	30 06 2019	Ms. K Blignaut	Manager: M&E/ Risk and Council Support			

COAF 16 KPA 1 (Iss.46)	Financial Reporting and Asset Management	Expenditure: Non-submission of information	According to the Municipal Finance Management Act 56 of 2003,s 62 (1) (b) The Accounting officer of the Municipality is responsible for managing the financial admiration of the Municipality, and must for this purpose take all reasonable steps to ensure that full and proper records of the financial affairs of the municipality are kept in accordance with any prescribed norms and standards.	Other Important Matter	Yes	No	Poor record keeping	Finding noted, The proper information requested from Coretalk was submitted to Auditors ammd supported by invoices. SLA for Ned fleet was also submitted to Auditors the same day coaf was issued. To ensure updated SLAs.	2018/11/16 2019/01/17	Ongoing	Mr. S Fokazi	Manager: Financial Reporting and Assets Management			
COAF 17 (Iss.19)	Financial Reporting and Asset Management	Expenditure: Incorrect classification of repairs and maintenance	Section 62 (1) (C) (ii) of the MFMA states that the accounting officer of the Municipality is responsible for managing the financial administration of the Municipality, and must for this purpose take all reasonable steps to ensure that the Municipality has and maintains effective, efficient and transparent systems of internal audit operating in accordance with	Other Important Matter	Yes	No	Lack of Differentiation of correct segments on the system.	1. Management agrees with finding relating to repairs and maintenance, necessary journals will be done to ensure correct classification of expenditure. Journal entries are done to remove the stores items from repairs and maintenance – Dr. Inventory and Cr Repairs and Maintenance. 2. Management	2018/11/17 2019/01/17	Ongoing	Mr. S Fokazi	Manager: Financial Reporting and Assets Management			

			any prescribed norms and standards GRAP 1 paragraph 17 states that: "Financial Statements shall present fairly the financial position ,financial performance and cash flows of an entity .Fair presentation requires the faithful presentation of the effects of transactions ,other events and conditions in accordance with the definitions and recognized criteria for assets, liabilities, Revenue and expenses set out in the Framework for the Preparation and Presentation of Financial Statements. The application of Standards of GRAP with additional disclosures when necessary, is presumed to result in financial statements that achieve fair presentation. GRAP1 Paragraph					does not agree with above statement relating to EPWP. Please find supporting memorandum attached for explanation. Identification of misallocations from different segments to be reviewed and checked on a monthly basis.							

			102 states that: 'The first form of analysis is the nature of expense method. Expenses are aggregated in the statement of financial performance according to their nature (for example depreciation, purchase of materials, transport costs, employee benefits and advertising costs), and are not reallocated among various functions within the entity.											
COAF 17 (Iss.43)	Financial Reporting and Asset Management	Expenditure: Expenditure is inaccurately recorded.	Section 62(1) (C) (ii) of the MFMA states that the accounting officer of a Municipality is responsible for managing the financial administration of the Municipality, and must for this purpose take all reasonable steps to ensure that the Municipality has and maintains effective, efficient and transparent systems of internal audit operating in accordance with any prescribed	Other Important Matter	Yes	No	Capturing of repulsions was incorrectly done.	1. Management agrees with a finding of Harvey travel in above sample and necessary adjustments will be done, however we do not agree with Manong Construction as a correcting journal was done through journal number 542(See attached) The whole population of payments has been reviewed to identify any differences which are maybe caused by Vat charge.	2018/11/18 2019/01/17	Ongoing	Ms. N Majova	Manager: Financial Reporting and Assets Management			

			norms and standards.					Journal will be done to correct possible understatement of VAT. The relevant unit (Revenue and Expenditure) works hoped all other units and explained the process regarding VAT on requisitions. The Creditors section will review all orders from July 2018 to January 2019.						
COAF 17 (Iss.45)	Revenue and Expenditure Management	Expenditure: No record of invoice received is kept	Section 32 (1) (b) of the MFMA states that the accounting officer of a Municipality is responsible for managing the financial admiration of the Municipality ,and must for this purpose take all reasonable steps to ensure that full and proper records of the financial affairs of the Municipality are kept in accordance with any prescribed norms and standards.		Yes		Lack of controls over monitoring of invoice register	An invoice register has been kept for the whole year. The gaps in the register is acknowledged as some invoices are returned to end user departments in cases they are incomplete and / or incorrect. Reviews will be done to ensure complete maintenance of the invoice register. Invoices will only be captured upon submission of completed documentation. Weekly reviews	2018/11/19 2019/01/17	Ongoing	Ms. N Majova	Manager: Revenue & Expenditure			

								will be done by the Accountant Expenditure to ensure complete recording of invoices.							
COAF 18 (Iss.47)	Financial Reporting and Asset Management	Payables: Sufficient appropriate evidence has not been provided	Section 74 (1) of the Municipal Finance Management Act states that: "The accounting officer of a Municipality must be submitted to the National Treasury ,the provincial treasury ,the department for local government in the Province or the Auditor-General such information, returns, documents, explanations and motivations as may be prescribed or as may be required	Other Important Matter	Yes	No	Lack of reviews between Trade Payables Listing against FAR.	Finding Noted, management is still investigating the issue we are going through the population to locate the root cause of the finding and any possible errors.	2018/11/20 2019/01/17	Ongoing	Mr. S Fokazi	Manager: Financial Reporting and Assets Management			

COAF 19 (Iss.53)	Revenue and Expenditure Management	Revenue from non-exchange: Fine receipts do not agree to the General Ledger	According to section 62 (1) (b) of the MFMA ,the accounting of a Municipality is responsible for managing financial administration of the Municipality, and must for this purpose take all reasonable steps to ensure that full and proper records of the financial affairs of the Municipality are kept in accordance with any prescribed norms and standards.	Other Important Matter	Yes	No	Lack of controls over safeguarding of traffic fine books	Finding acknowledged. The whole population for traffic fines has been revisited by capturing fines from the fine books. The necessary adjustment on the register will be done. Refer to attached spreadsheet. To collect all the traffic fine books, register them in a spreadsheet and verify sequencing to identify traffic fine issues that have not been captured. (To adjust in the AFS with correct amounts 2013/14 to 2016/2017). During the 2018/19 financial year we have collected all the completed traffic fine books for capturing and also reached an agreement with Mr. Moabi to have all the traffic officers to submit their traffic fine books at the end of their 8 day ship.	21 Nov 18	Ongoing	Ms. N Majova Mr. A Moabi	Manager: Revenue & Expenditure Manager: Public Safety			

COAF 20 (Iss.41)	Financial Reporting and Asset Management	Revenue from non-exchange: Incorrect disclosures	According to GRAP 23 Revenue from Non-Exchange transactions Par 115 (a) (i) an entity shall disclose either on the face of, or in the notes to, the Financial statements: The amount of revenue from non-exchange transactions recognized during the period by Major Classes showing separately transfers, showing separately major classes of transfer revenue. GRAP 23 par 115 (e), the following has to be disclosed, either on the face of the financial statements or in the notes: the amount of assets recognized that are subject to restrictions and the nature of those restrictions. According to conceptual Framework 3.15 (Faithful presentation): Faithful presentation is attained when the depiction of the	Other Important Matter	Yes		Lack of reviews of AFS before submission to AG.	Management agree with the above finding, necessary adjustments will be done to the note in the annual financial statements. Early Completion of AFS to allow for sufficient reviewing by all structures.	2018/11/22 2019/01/17	Ongoing	Mr. S Fokazi	Manager: Financial Reporting and Assets Management			

			phenomenon is complete, neutral. And free from material error. Para 3.2 of the Framework ,the qualitative characteristics of information included in GPFRs (General Purpose Financial Reports) of Public sector Entities are Relevance, faithful presentation ,understandability, timeliness, comparability ,and verifiability . in 3.5 the qualitative characteristics apply to all financial and non-financial information reported in GPFRs										
COAF 20 (Iss.42)	Financial Reporting and Asset Management	Revenue from non-exchange: Revenue recorded is not accurate	Section 62 (1) (b) of the MFMA states that the Accounting Officer of the Municipality is responsible for financial administration of the Municipality ,and must for this purpose take all reasonable steps to ensure that full and proper records of the financial affairs of the Municipality are kept in	Other Important Matter	Yes		Combining payments on the grants register and not allocating individual EFT numbers.	Management agree partially with the above finding. No 1-4 will be adjusted on the AFS, a journal to correct Vat portion. However no 5 & 6 management do not agree with finding. No 5 - EPWP Ward 20 has two segments included in the grants register, EFT 7423 for the	2018/11/23 2019/01/17	Ongoing	Mr. S Fokazi	Manager: Financial Reporting and Assets Management			

			accordance with any prescribed norms and standards.					amount of R10 867.50 and EFT 7426 for an amount of R20 250.00. No 6 - Eft 7639 – There are 3 wards included in the grants register, amounts are R17 550.00, R27 250.00 and R18 900.00. Therefore this has been discussed with the Auditor and shown the listing of transactions and agreed upon. Disclosure in the Grants Register is done per EFT number not as a summary of payments per month.							
COAF 21 (Iss.55)	Revenue and Expenditure Management	Employee related costs: overstatement of overtime payments to employees	Section 62 (1) (C) (i) of the MFMA states that the accounting officer of a Municipality is responsible for managing the financial administration of the Municipality ,and must for this purpose take all reasonable steps to ensure that the Municipality has and maintains effective, efficient	Other Important Matter	Yes	No	Non adherence to government gazette	Finding acknowledged. A necessary adjustment will be done. Finding 2: Finding noted, however consultation was made with the Department of labour in 2013 to confirm the payment to employees above the threshold. The Department of labour	2018/11/24 2019/01/17	Ongoing	Ms. N Majova Ms. Z Mbhele	Manager: Revenue & Expenditure Manager: Human Resources			

			and transparent systems of financial and risk management and internal control. In terms of the Government Gazette no 37795 employees earning in excess of R205 433.30 (Two hundred and Five thousand ,four hundred and thirty-three rand, thirty cents) per annum be excluded from sections 9,10,11,12,14,15,16 ,17 (2),18(3) of the Basic Conditions of Employment Act with effect from 01 July 2014. In terms of GRAP 1 Paragraph 5, the financial statements should be prepared on the accrual basis and thus expenditure should be recognized in the period in which it is incurred.					confirmed that the municipality is allowed to pay to employees above the threshold. A policy was then done to align to the procedures of the municipality. Payment to employees above the threshold is only done upon approval by the Accounting Officer. Please refer to the letter from Department of Labour. To amend the HR policy to take out the noncompliance and to stop overtime payments above threshold. Request technical assistance for AFS reviews and also adjust AFS preparation timeframes to allow sufficient time.							

COAF 22 (Iss.57)	Financial Reporting and Asset Management	Employee related costs: Incorrect disclosure of prior period error	Section 62(1)(c)(i) of the MFMA states that the accounting officer of a municipality is responsible for managing the financial administration of the municipality, and must for this purpose take all reasonable steps to ensure that the municipality has and maintains effective, efficient and transparent systems of financial and risk management and internal control. According to paragraph 44 in GRAP 3, an entity shall correct material prior period errors retrospectively in the first set of financial statements authorized for issue after their discovery by: a) restating the comparative amounts for the prior period(s) presented in which the error occurred.	Other Important Matter	Yes		Lack of reviews and proper application of standards.	Finding noted, the reported above items will be correctly disclosed in Note 52 "Prior period errors" Note 53 is showing movement of figures in-between categories as per mSCOA reclassification for ease referencing.	2018/11/25 2019/01/17	Ongoing	Mr. S Fokazi	Manager: Financial Reporting and Assets Management			

COAF 22 (Iss.49)	Revenue and Expenditure Management	Employee related costs: Misclassification of items disclosed in note 27	Section 62(1)(c)(i) of the MFMA states that the accounting officer of a municipality is responsible for managing the financial administration of the municipality, and must for this purpose take all reasonable steps to ensure that the municipality has and maintains effective, efficient and transparent systems of financial and risk management and internal control. Paragraph 17 of GRAP 1 states that financial statements shall present fairly the financial position, financial performance and cash flows of an entity. Fair presentation requires the faithful representation of the effects of transactions, other events and conditions in accordance with the definitions and recognition criteria for assets, liabilities, revenue	Other Important Matter	Yes		Poor controls and monitoring of salary reconciliations Lack of reviews on salary reconciliations	Finding noted. A correction of the disclosure note will be done. The R43 301.40 is an accrued overtime from 16/17 financial year. Monthly salary reconciliations are done, reviewed by accountant salaries, recommended by the Manager and approved by the CFO	2018/11/26 2019/01/17	Ongoing	Ms. N Majova	Manager: Revenue & Expenditure			

			and expenses. The application of Standards of GRAP with additional disclosures, when necessary, is presumed to result in financial statements that achieve a fair presentation. The following misclassifications on note 27 to the AFS for employee related costs were identified:											
COAF 22 (Iss.24)	Revenue and Expenditure Management	Employee related costs: overstatement of overtime payments to employees	Section 62(1)(c)(i) of the MFMA states that the accounting officer of a municipality is responsible for managing the financial administration of the municipality, and must for this purpose take all reasonable steps to ensure that the municipality has and maintains effective, efficient and transparent systems of financial and risk management and internal control. Paragraph 11 of GRAP 25, Employee benefits states that	Other Important Matter	Yes	No	This was due mSCOA classification (shift allowance is a line item under overtime and cannot be paid as a separate line item)	Finding noted. A correcting journal will be passed to create the accruals for leave pay. To request Munsoft to separate shift allowance from overtime.	2018/11/27 2019/10/17	30 May 19	Ms. N Majova	Manager: Revenue & Expenditure			

			when an employee has rendered service to an entity during a reporting period, the entity shall recognize the undiscounted amount of short-term employee benefits expected to be paid in exchange for that service as an expense and as a liability. The following issues were noted pertaining to employee related costs as disclosed in note 27 to the AFS: • Amount of leave paid out to Ndaba VG (R16 407,91) and leave paid out to Cekeshe L (R10 048,38) that relate to 2016/17 financial year were recognized on 2017/18 financial year. • Housing allowance of Marisha N. was paid at a rate of R769,61 p.m. instead of R796,61 p.m. per circular 02/2017 The municipality does not have												

			adequate processes in place to ensure that expenditure is recognized in the correct period, and rather recognizes on the payments basis. The amount disclosed in the statement of financial performance as employee related costs and note 27 pertaining to the leave pay provision charge item is overstated by a projected amount of R130 839, 76.													
COAF 23 (Iss.39)	Financial Reporting and Asset Management	Infrastructure audit: Non-submission of requested information	Section 74(1) of the MFMA states that The accounting officer of a municipality must submit to the National Treasury, the provincial treasury, the department for local government in the province or the Auditor-General such information, returns, documents, explanations and motivations as may be prescribed or as may be required.													

			The following information which requested in RFI 67 of 2018 – MFMA Infrastructure issued on 24 October 2018 and due on 26 October 2018, with an agreed upon date of 29 October 2018 was not submitted:												
COAF 24 (Iss.29)	Financial Reporting and Asset Management	Remuneration of Councillors: Disclosure not in accordance with section 124 of the MFMA	Section 62 (1) (c) (i) of the MFMA states that accounting officer of the Municipality is responsible for managing the financial administration of the Municipality, and must for this purpose take all reasonable steps to ensure that the Municipality has and maintains effective, efficient ,and transparent systems of financial and risk management and internal control. Section 124 (1) (a) of the MFMA states that the notes to the annual financial statements of a Municipality must include Particulars of the Salaries,	Other Important Matter	Yes	No	Lack of reviews of AFS before submission to AG	Finding noted, the disclosure item for in-kind benefits of Mayor and Speaker will be included under Note 28 in the AFS, however management maintains the same response as in COAF 29 regarding disclosure for remuneration. Apply audit methodology as provided by AG	2018/11/02 2019/01/17	Ongoing	Mr. S Fokazi	Manager: Financial Reporting and Assets Management			

			allowances and benefits of political office-bearers and councillors of the Municipality, whether financial or in kind, including a statement by the accounting officer whether or not those salaries, allowances and benefits are within the upper limits of the framework envisaged in section 219 of the Constitution. Section 1 of the MFMA define political office bearer in relation to a Municipality as a Speaker, Executive Mayor, Deputy Executive Mayor, Mayor, Deputy Mayor, or a member of the Executive or Mayoral Committee of a Municipality elected, designated, or appointed in terms of a specific provision of the Municipal structures Act; or a Councillor referred to in section 57 (1) of this Act.												

COAF 25 (Iss.60)	Revenue and Expenditure Management	Receivables: Insufficient Appropriate Evidence Provided for Audit	Section 62(1)(b) of the MFMA states that the accounting officer of a municipality is responsible for managing the financial administration of the municipality, and must for this purpose take all reasonable steps to ensure that full and proper records of the financial affairs of the municipality are kept in accordance with any prescribed norms and standards. Section 74(1) of the MFMA states that The accounting officer of a municipality must submit to the National Treasury, the provincial treasury, the department for local government in the province or the Auditor-General such information, returns, documents, explanations and motivations as may be prescribed or as may be required. Sufficient	Matter affecting the AR	Yes	No	Lack of controls over safeguarding of traffic fine books	Finding Noted. Schedules to be submitted. To ensure that ordered books are registered and reconciled.	2018/11/02 2019/01/17	Ongoing	Mr. A Moabi	Manager: Public Safety			

			appropriate audit evidence was not provided for the items listed in the table below which form part of receivables from non-exchange transactions:											
COAF 26 (Iss.25)	Financial Reporting and Asset Management	Investment Property: Amounts disclosed in the AFS does not agree with the Asset Register.	Section 62 (1) (b) of the MFMA states that the Accounting Officer of a Municipality is responsible for managing the financial admiration of the Municipality ,and must for this purpose take all reasonable steps to ensure that the Municipality has and maintains effective, efficient and transparent systems of financial and risk management and internal control	Matter affecting the AR	Yes	No	Lack of reviews between TB / GL and Investment Register.	Finding noted, the difference is as result of disposals in the current year, After Reviewing the Investment Property Register Management identified that four disposals amounting to R437500 are making the identified difference by Agate AFS will be adjusted and correct Journal will be passed as follows: 17/18 Investment Property Figure in the AFS will then be adjusted to R20019900 to tally with the FAR. Therefor the FAR is correct and no adjustments	2018/11/02 2019/01/17	Ongoing	Mr. S Fokazi	Manager: Financial Reporting and Assets Management			

							needed. Monthly reviews between FAR and financials. Transfer of Investment property will be confirmed with Revenue section.							
COAF 27 (Iss.61)	Financial Reporting and Asset Management	Investment Property: Amounts disclosed in the AFS does not agree with the Asset Register.	Section 62(1)(c)(i) of the MFMA states that the accounting officer of a municipality is responsible for managing the financial administration of the municipality, and must for this purpose take all reasonable steps to ensure that the municipality has and maintains effective, efficient and transparent systems of financial and risk management and internal control. Section 124(1) (a) of the MFMA states that the notes to the annual financial statements of a municipality must include particulars of the salaries, allowances and	Other Important Matter	Yes	Yes	Lack of reviews of AFS before submission to AG	Management does not agree with AG's analysis and interpretation of section 124 of MFMA which does not propel municipalities per each category to "MUST" disclose note 28 like this (Section 124…) However, finding noted and AFS note will be adjusted. To utilize audit methodology provided by AG	2018/11/03 2019/01/17	Ongoing	Mr. S Fokazi	Manager: Financial Reporting and Assets Management			

			benefits of political office-bearers and councillors of the municipality, whether financial or in kind, including a statement by the accounting officer whether or not those salaries, allowances and benefits are within the upper limits of the framework envisaged in section 219 of the Constitution. Section 1 of the MFMA defines a political office bearer in relation to a municipality as the speaker, executive mayor, deputy executive mayor, mayor, deputy mayor or a member of the executive or mayoral committee of a municipality elected, designated or appointed in terms of a specific provision of the Municipal Structures Act; or a Councillor referred to in section 57 (1) of this Act. Paragraph 17 of GRAP 1 states that financial													

			statements shall present fairly the financial position, financial performance and cash flows of an entity. Fair presentation requires the faithful representation of the effects of transactions, other events and conditions in accordance with the definitions and recognition criteria for assets, liabilities, revenue and expenses. The application of Standards of GRAP with additional disclosures, when necessary, is presumed to result in financial statements that achieve a fair presentation.													
COAF 28 (Iss.38)	Revenue and Expenditure Management	Payables: Non-submission of information	Section 62(1)(b) of the MFMA states that the accounting officer of a municipality is responsible for managing the financial administration of the municipality, and must for this purpose take all reasonable steps to ensure that full and													

			proper records of the financial affairs of the municipality are kept in accordance with any prescribed norms and standards. Section 74(1) of the MFMA states that The accounting officer of a municipality must submit to the National Treasury, the provincial treasury, the department for local government in the province or the Auditor-General such information, returns, documents, explanations and motivations as may be prescribed or as may be required. The requested supporting documentation for the balances listed below was not submitted for audit as requested in RFI 66 of 2018 issued on 23 October 2018 and due on 28 October 2018.														

COAF 29 (Iss.39)	Financial Reporting and Asset Management	Intangible Assets: Incorrect calculation of current year Amortization	Section 62 (1) (b) of the MFMA states that the Accounting Officer of the Municipality is responsible for financial administration of the Municipality ,and must for this purpose take all reasonable steps to ensure that full and proper records of the financial affairs of the Municipality are kept in accordance with any prescribed norms and standards Section 122 (1) (a) of the MFMA states that every Municipality and every Municipal entity must for each financial year prepare annual financial statements which fairly presents the states of affairs of the Municipality or entity, its performance against its budget, its management of Revenue ,expenditure, assets and liabilities, its business activities, its financial results, and its financial	Other Important Matter	Yes	No	Lack of reviews of FAR for current year calculations.	Finding noted, depreciation calculations for all intangible assets have been re-calculated and asset Register Submitted to AG on the 22 October 2018 it was corrected and AFS will be adjusted and correcting Journal passed as below: 17/18 Dr. Amortization R868,516.85 Cr Accumulated Amortization R868,516.85 Monthly reviews and reconciliations of FAR and MFS. Those need to be authorized by CFO. Depreciation and Amortization will passed on Caseware and corrected once Munsoft uploaded the FAR onto the FMS.	2018/11/30 2019/01/17	Ongoing	Mr. S Fokazi	Manager: Financial Reporting and Assets Management			

			position as at the end of the financial year. In terms of Paragraph 97 of GRAP 31, the depreciable amount of an intangible asset with a finite useful life shall be allocated on a systematic basis over its useful life. Amortization shall begin when the Asset is available for use, i.e. when it is in the location and condition necessary for it to be capable of operating in the manner intended by Management.												

COAF 30 (Iss.58)	Supply Chain Management	SCM: Awards through deviations in contravention of SCM regulations	In terms of section 36(1) (a) of the Municipal supply chain regulations a supply chain management policy may allow the accounting officer to dispense with the official procurement processes established by the policy and to procure any required goods or services through any convenient process which may include direct negotiations but only in an emergency, if only those goods/services are produced or available from a single provider only. In terms of regulation 13(b) of the municipal supply chain management regulations a supply management policy must state that the municipality or municipal entity may not consider a written quotation or bid unless the provider who submitted the					Finding acknowledged, in terms of section the SCM Policy section 2 (3) e any contract relating to publication of notices and advertisement by the municipality is exempted. Hence three quotations were not sourced when procuring publication services. There are eleven papers circulating in Matatiele and out of eleven five papers are circulating National and Matatiele, Sunday times and City press (only advertise on Sunday), The Mercury and The witness (advertise on Monday to Friday) and Mail & Guardian (only advertise on Fridays) therefore it becomes impossible to source quotations from these papers as they only print on different days. Daily dispatch is the only provincial paper circulating in							

			quotation or bid has authorized the municipality or municipal entity to obtain a tax clearance from the South African Revenue Services that the service provider's matter are in order. Regulation 13(c)(i) states that a supply chain management policy must state that the municipality or municipal entity may not consider a written quotation or bid unless the provider who submitted quotation or bid has indicated whether he or she is in the service of the state in the previous twelve months The accounting officer has written an exemption of newspaper advertising from supply chain management act for 2017/18 financial year where it is stated that Newspaper advertising will deviate from SCM.					Matatiele, for local papers we only have five papers to advertise and they all print on Friday only. In 2015 three of our local papers wrote a letter advising the municipality that they will not be quoting for Municipality as they think SCM unit is only requesting quotation's for compliance. The challenge SCM unit has been experiencing is that one of our local newspaper is owned by an established company now whenever we requesting quotations from the company they are always cheap than the other four companies. If we continue sourcing three quotation for local adverts it would mean we will only advertise on one paper. On CSD reports not attached, please note there was an							

			There are 11 newspapers circulating in Matatiele: Daily dispatch, Media news 24, Pondo news, Kokstad advertiser, Sunday times, The mercury, Informer, Sunday times, Mail Guardian, Ikhwezi publishers and the Witness. These must be utilized by departments on a rational basis throughout the financial year. Based on the assessment conducted, it was noted that these reasons are not reasonable as this exemption is not as a result of an emergency or that the advertising services are only provided or available from the single supplier. Additionally, it was noted that the following suppliers which were awarded work in accordance with the above mentioned deviation did not provide valid tax					error when capturing deviation for Mpiyonke of R 284 48975, the deviation is for Creative Hubs and the description of services procurement of promotional material for Indaba and the CSD report is attached. For Mail & Guardian the Tax clearance was not attached on the deviation however it was kept on file							

			clearance certificates nor did they submit declarations of interest:												
COAF 31 (Iss.38)	Financial Reporting and Asset Management	Commitments: Understatement of capital commitments disclosed innote 47	Section 62 (1) (b) of the MFMA states that the Accounting Officer of the Municipality is responsible for financial administration of the Municipality ,and must for this purpose take all reasonable steps to	Matter affecting the AR	Yes		Reviews between WIP and Commitments were not performed	To insert management response Monthly reviews between WIP and Commitments to be performed. Reviews to be done by the end of February 2019	2018/11/12 2019/01/17	Ongoing	Mr. S Fokazi	Manager: Financial Reporting and Assets Management			

			ensure that full and proper records of the financial affairs of the Municipality are kept in accordance with any prescribed norms and standards Paragraph 81(c) of GRAP 17 - states that the financial statements shall also disclose for each class of property, plant and equipment recognized in the financial statements the amount of contractual commitments of rate acquisition of property, plant and equipment. Paragraph 124(d)(i) further states that notes are normally presented to assist users in understanding the financial statements and comparing them with financial statements of other entities to include other disclosures, including contingent liabilities (see GRAP 19) and unrecognized												

			contractual commitments											
COAF 32 (Iss.54)	Budget Planning and Investments	Prior year correction Journal incorrectly processed in the current year.	Section 62 (1) (b) of the MFMA states that the Accounting Officer of the Municipality is responsible for financial administration of the Municipality ,and must for this purpose take all reasonable steps to ensure that full and proper records of the financial affairs of the Municipality are kept in accordance are kept in accordance with any prescribed norms and standards. According to paragraph 45 of GRAP 3, a prior period error shall be corrected by retrospective restatement except to the extent that it is impracticable to determine either the period-specific	Other Important Matter	Yes	No	Lack of review of the AFS for compliance with the requirements of GRAP	Management agrees with the finding: note 6 in the AFS will be corrected and the Ned bank cash Book Balance as at 30 June 2018 will be corrected. As discussed and agreed with the auditor that this is actually not a duplication of Journal in the current year, correcting a prior error period but it's a matter of updating (R1074584 less R126544)on the bank reconciliation to have the note tying up to cash book balance of R3411063 The matter is being monitored on a monthly basis.	2018/11/13 2019/01/17	Ongoing	Mr. K Mehlomakulu	Manager: Budget Planning and Investments			

			effects or the cumulative effect of the error.											
COAF 32 (Iss.73)	Budget Planning and Investments	Cash and Cash Equivalents: Incorrect Capitalization of interest accrued	According to MFMA S 63 (2) (b) (2) The Accounting Officer must for this purpose of subsection take all reasonable steps to ensure that the Municipality's assets and Liabilities are valued in accordance with standards of Generally Recognized accounting Practice .	Matter affecting the AR	Yes	No	Non submission of SARS payment	We agree with the finding, the Investment Account on the cash book and the financial statements will be adjusted accordingly as per the statement. The matter is being monitored on a monthly basis.	2018/11/07 2019/01/17	Ongoing	Mr. K Mehlomakulu	Manager: Budget Planning and Investments			
COAF 33 (Iss.64)	Financial Reporting and Asset Management	Prior Period Error: Incorrect Disclosure Prior Period Errors	Section 62 (1) (b) of the Municipal Finance Management Act states that, the Accounting Officer of a Municipality is responsible for managing the financial admiration of the Municipality, and must for this purpose take all reasonable steps to ensure that full and proper records of the financial affairs	Matter affecting the AR	Yes	Yes	Lack of review of the AFS for compliance with the requirements of GRAP	Finding noted, note 52 have been corrected to reflect actual correction of error adjustments. The Adjusted AFS have the correct note .After the submission of AFS on the 31 August, management worked on all the adjusting entries to ensure accuracy and	2018/11/07 2019/01/17	Ongoing	Mr. S Fokazi	Manager: Financial Reporting and Assets Management			

			of the Municipality are kept in accordance with any prescribed norms and standards.					completeness. To ensure inputs on midterm financials are adjusted.							
COAF 34 AOPO KPA1 (Iss.79)	Monitoring and Evaluation /Risk and Council Support	AOPA KPA1 Usefulness: Reported performance information is not consistent to planned performance	Section 41 (1) (a) to (C) of the Municipal Systems Act ,2011 (Act no 7 of 2011) (MSA) states that a Municipality must in terms of its performance management system and in accordance with any regulations and guidelines that may be prescribed: -Set appropriate key performance indicators as Yardstick for measuring performance ,including outcomes and impacts, with regard to the Municipality's development priorities and objectives set out in its integrated development plan and -Set measurable performance targets with regard to each of those development priorities and	Matter affecting the AR	Yes		Poor monitoring of APR	The accounting officer will ensure that the annual performance report is completed in a timeous manner to enable adequate reviews. The APR will be adjusted to include reporting on achievements against all indicators and targets that are included in the SDBIP	17 01 2019	Ongoing	Dr. DCT Nakin	Municipal Manager			

			objective and ;with regard to each of those development priorities and objectives and against key performance indicators and targets set in terms of paragraph (a) and (b) Monitor performance and measure and review performance at least once per year.											
COAF 35 (Iss.37)	Project Operations and Maintenance	SCM: Management of Plant arrangement is uneconomical	Section 62 (1) (a) of the MFMA states that the accounting Officer of a Municipality is responsible for managing the financial admiration of the Municipality ,and must for this purpose take all reasonable steps to ensure that the resources of the Municipality are used effectively, efficiently and economically	Non-compliance with laws and regulations (NOCLAR)	Yes		It was not beneficial to have Municipal employees as they were not productive due to transporting of employees from one location to another. It was time consuming to repair Municipal Plant due to SCM process.	To ensure that the Municipal Plant is utilized for only roads maintenance and not for new projects. The municipality will appoint labour per project as per the Project Plan. To develop a project plan for each road to be maintained.	09 Nov 18	Ongoing	Ms. M Ndwandwe Ms. N Ntloko	General Manager: Infrastructure Manager: Projects Operations and Maintenance			

COAF 36 (Iss.67)	Supply Chain Management	SCM: No disclosure to the annual financial statements of the Spouse of winning bidder's director who is in the service of the state.	Regulation 45 of the Municipal Supply Chain Management Regulations states that the notes to the annual financial statements of the Municipality or Municipal entity must disclose Particular of any award of more than 2000 to a person who is a spouse, child, parent of a person in the service of the state in the previous 12 Months ,including name of a that person, the capacity in which that person is in the service of that state and the amount of award .Section 1(d) of the Municipal Supply Chain Management Regulations defines "in the service of state" as an employee of the any national or provincial department, national or provincial public entity or constitutional institution within the meaning of Public Finance Management Act		Yes		non adherence to R45/ S45 of the SCM Policy	Finding noted, necessary adjustment have been done on the AFS and the related parties register updated accordingly. To compile list of related parties on a monthly basis to submit to FR&AM unit	17 01 2019	Ongoing	Ms. O Mgwebi	Manager: SCM			

			,1999 (Act 1 of 1999)												
COAF 37 AOPO KPA3 (Iss.71)	Monitoring and Evaluation	AOPO KPA 3: Insufficient Appropriate Audit Evidence in POE	MFMA s62 (1)(b) the accounting officer of a municipality is responsible for managing the financial administration of the municipality, and must for this purpose take all reasonable steps to ensure that full and proper records of the financial affairs of the municipality are kept in accordance with any prescribed norms and standards. s74 (1)	Matter affecting the AR	Yes		Lack of monitoring done	Steps were taken to ensure that sufficient appropriate audit evidence to support the reported achievements is provided. Managers responsible for outstanding/appropriate evidence met with members of the auditor Generals (AG's) office in Matatiele to provide such evidence. In terms of the Electronic system in place the Managers POEs are checked by their immediate Supervisor (MM, CFO, GM) and then by the Internal Audit to audit the evidence given.	29 Jan 19	30 06 2019	Ms. K Blignaut	Manager: M&E/ Risk and Council Support			

COAF 37 AOPO KPA3 (Iss.78)	Monitoring and Evaluation /Risk and Council Support	AOPO KPA 3: Reported performance information supported by reliable supporting evidence	Section 41 (1) (a) to (C) of the Municipal Systems Act ,2011 (Act no 7 of 2011) (MSA) states that a Municipality must in terms of its performance management system and in accordance with any regulations and guidelines that may be prescribed: -Set appropriate key performance indicators as Yardstick for measuring performance ,including outcomes and impacts, with regard to the Municipality's development priorities and objectives set out in its integrated development plan and -Set measurable performance targets with regard to each of those development priorities and objective and ;with regard to each of those development priorities and objectives and against key performance	Matter affecting the AR	Yes		Lack of monitoring done	Steps were taken to ensure that sufficient appropriate audit evidence to support the reported achievements is provided. Managers responsible for outstanding/appropriate evidence met with members of the auditor Generals (AG's) office in Matatiele to provide such evidence. Managers will be encouraged to report performance information that is consistent to planned performance.	17 Jan 19	30 06 2019	Ms. K Blignaut	Manager: M&E/ Risk and Council Support			

			indicators and targets set in terms of paragraph (a) and (b) Monitor performance and measure and review performance at least once per year.												
COAF 38 (Iss.83)	Project Operations and Maintenance	Performance Audit Sijoka :MLM did not accept the design development prior to work commencement	SIPDM	Matter affecting the AR	Yes		Poor record keeping	We do not agree with the finding, a meeting was held on the 24th of August 2015 between General Manager, PMU Manager and SDM consulting representative to discuss the project designs. Minutes and attendance register are herewith attached. To improve our filling system by ensuring that project information is kept in a project file at PMU.	17 01 2019	Ongoing	Ms. N Ntloko	Manager: PO&M			
COAF 38 (Iss.84)	Project Operations and Maintenance	Performance Audit Sijoka :The strategic brief did not include the project risk assessment	SIPDM	Matter affecting the AR	Yes		Feasibility study not inclusive of project risks.	We agree with the finding, however there is a strategic risk register that relates to all roads projects. Risk assessment will be developed and will be updated in each	17 01 2019	Ongoing	Ms. N Ntloko	Manager: PO&M			

								site meeting . In our design reports, project risk assessment will be included.							
COAF 38 (Iss.85)	Project Operations and Maintenance	Performance Audit_Sijoka:Non-compliance with the Occupational Health and Safety Act	Section(7) of the Construction Regulation,2003,Paragraph (1) (g)states that:" A Principal Contractor must ensure that All his or her employees have a valid medical certificate of fitness specific to the construction work to be performed and issued by an occupational health p	Matter affecting the AR	Yes		Lack of project monitoring	The contractor had two files for OHS, one is for safety issues and the other one for health issues. The one for health issues was with the safety officer who was on leave on the site visit day (medical certificates attached) To utilize the Municipal official who deals with Occupational Health and Safety to monitor health and safety issues on site.	17 01 2019	Ongoing	Ms. N Ntloko	Manager: PO&M			
COAF 38 (86)	Project Operations and Maintenance	Performance Audit Sijoka: The Validity of reasons provided in the extension of time claims could not be verified.	Limitation of scope	Matter affecting the AR	Yes		Lack of project monitoring	We do not agree with the finding, the contractor absconded site in December 2017 and a notice of termination was issued on the 11 of January 2018 and the contractor's response on the 18 of January 2018 is herewith attached. Extension of time	17 01 2019	Ongoing	Ms. N Ntloko	Manager: PO&M			

								claims were submitted by the contractor and were approved hence the contractor is still on site.							
COAF 38 (86)	Project Operations and Maintenance	Performance Audit_Sijoka:Variation orders approved were not valid and constituted the scope creep		Matter affecting the AR	Yes		Non availability of hard rock for foundation of bridge	We agree with the finding however the geotechnical investigation was done as per Geotechnical report submitted by the client representative, and it was realized that the trial pits and sampling points were far apart. To reduce intervals for sampling (50 or 100m apart instead of 300m apart)	17 01 2019	Ongoing	Ms. N Ntloko	Manager: PO&M			
COAF 38 (86)	Project Operations and Maintenance	Performance Audit_Sijoka:Quality issues identified on site		Matter affecting the AR	Yes		Lack of having a full time resident engineer on site.	The project is still on construction stage and it is active, all the defects that have been identified will be rectified by contractor	17 Jan 19	31 Mar 19	Ms. N Ntloko	Manager: PO&M			
COAF 39	Building and Human Settlement Management	Infrastructure audit: Matatiele Municipal offices and Council Chambers													

COAF 40 (Iss.80)	Information and communication Technology	General and application control deficiencies: Change Control, IT Governance, Security Management and User Access Management.	Section 62 (1) (a) (i) of the MFMA states that the Accounting officer of a Municipality is responsible for managing the financial administration of the Municipality ,and must for this purpose take all reasonable steps to ensure that the Municipality has and maintains effective, efficient, and transparent systems of financial and risk management and internal control.	Other Important Matter	Yes		Policy non-compliant to industry standards. Policy Development process did not consider industry standards and reforms.	Reviews will be consistently done on the ICT environment to ensure that controls in place are adequate and are being implemented & monitored.	13 Jan 19	30 Jun 19	Mr. T Raleting	Manager: ICT			
COAF 41 (Iss.90)	Financial Reporting and Asset Management	Misclassification of Electricity Sales Debtor	MFMA s63(2)(b) the accounting officer must for the purpose of subsection take all reasonable steps to ensure that the municipality's assets and liabilities are valued in accordance with standards of generally, recognized accounting practice;	Matter affecting the AR	Yes		Lack of review of the AFS for compliance with the requirements of GRAP	Finding noted, and adjustment have been made on the AFS by correcting classification through a journal, removing Electricity sales debtor from receivables from non-exchange transactions to receivables from exchange transactions. AFS to be completed before due date to ensure proper reviews and adjustments from	2018/11/19 2019/01/17	Ongoing	Mr. S Fokazi	Manager: Financial Reporting and Assets Management			

								reviews are adjusted						
COAF 42 (Iss.62)	Financial Reporting and Asset Management	Provision: Incorrect presentation & disclosure of Long Service Awards	Section 62 (1) (C) (ii) of the MFMA states that the accounting officer of a Municipality is responsible for managing the financial administration of the Municipality ,and must for this purpose take all reasonable steps to ensure that the Municipality has and maintains effective, efficient, and transparent systems of internal audit operating in accordance with any prescribed norms and standards	Other Important Matter	Yes	No	Lack of review of the AFS for compliance with the requirements of GRAP	Finding noted, the employee benefit obligations have been separated from note 13 to note 14 and paragraph is included in the AFS under note 14. AFS to be completed before due date to ensure proper reviews and adjustments from reviews are adjusted	2018/11/19 2019/01/17	Ongoing	Mr. S Fokazi	Manager: Financial Reporting and Assets Management			
COAF 43 (Iss.69)	Financial Reporting and Asset Management	Incorrect disclosure of contingent Liability	Grap 19 Paragraph 35 states that a contingent liability is disclosed ,as required by paragraph 101,unless the Possibility of an outflow of resources embodying economic benefits	Other Important Matter	Yes	No	Different interpretations of legal terms between AG and the Municipalities Legal Services Unit.	Finding noted, the error in swapping cases has been corrected and disclosed accordingly in the AFS ,Finding number 2 ,management decided to remove the case from the AFS ,however the	2018/11/19 2019/01/17	Ongoing	Mr. S Fokazi	Manager: Financial Reporting and Assets Management			

			or service potential is remote					attorney 's remarks saying plaintiff is reluctant to peruse the matter' does not necessarily translate to a case being remote. But the case has been removed from AFS. Monthly reconciliation of municipal case with legal services unit.						
COAF 44 (Iss.70)	Human Resources Management	HR Compliance: Noncompliance of section 57 of MSA: signing of performance agreement within stipulated timeframes by the Municipal Manager and s56 Managers	Section 57 (A) of MSA	Internal Control Deficiency	Yes	No	None monitoring of compliance requirements during recruitment processes of s54 and s56 Managers.	Relevant people to sign the performance agreement were not available. Recruitment plan to be developed in all advertised posts to ensure that all signatories are aware of their roles in the recruitment process.	Jan 19	Continuous	Ms. Z Mbhele	Manager: HR			
COAF 45 (Iss.69)	Financial Reporting and Asset Management	Provision: Incorrect presentation & disclosure of Long Service Awards	Section 62 (1) (C) (ii) of the MFMA states that the accounting officer of a Municipality is responsible for managing the financial administration of the Municipality ,and must for this purpose take all reasonable steps to	Matter affecting the AR	Yes		Lack of review of the AFS for compliance with the requirements of GRAP	Finding noted, the difference are acknowledged by management. Cash flow statements has been corrected to rectify AG's findings and adjusted AFS will prove correctness of the Cash flow. AFS to be	2018/11/19 2019/01/17	Ongoing	Mr. S Fokazi	Manager: Financial Reporting and Assets Management			

			ensure that the Municipality has and maintains effective, efficient, and transparent systems of internal audit operating in accordance with any prescribed norms and standards					completed before due date to ensure proper reviews and adjustments from reviews are adjusted						
COAF 46 (Iss.93)	Financial Reporting and Asset Management	Payables: Leave Pay accrual is misstated	Section 62 (1) (c) (ii) of the MFMA states that the accounting officer of a Municipality is responsible for managing the financial administration of the Municipality, and must for this purpose take all reasonable steps to ensure that the Municipality has and maintains effective, efficient and transparent systems of internal audit operating in accordance with any prescribed norms and standards		Yes		Lack of review of the AFS for compliance with the requirements of GRAP	To ensure proper reviews are done by various stakeholders	17 01 2019	Ongoing	Mr. S Fokazi	Manager: Financial Reporting and Assets Management			
COAF 47 AOPO KPA3 (Iss.81)	Monitoring and Evaluation /Risk and Council Support	Insufficient information to obtain reasonable assurance	Section 62 (1) (c) (ii) of the MFMA states that the accounting officer of a Municipality is responsible for managing the financial administration of	Matter affecting the AR	Yes		Lack of monitoring done	Steps were taken to ensure that sufficient appropriate audit evidence to support the reported achievements is provided.	29 Jan 19	30 06 2019	Ms. K Blignaut	Manager: M&E/ Risk and Council Support			

			the Municipality, and must for this purpose take all reasonable steps to ensure that the Municipality has and maintains effective, efficient and transparent systems of internal audit operating in accordance with any prescribed norms and standards					Managers responsible for outstanding/appropriate evidence met with members of the auditor Generals (AG's) office in Matatiele to provide information. Managers will be encouraged to report performance information that is consistent to planned performance.						
COAF 47 AOPO KPA3 (Iss.91)	Monitoring and Evaluation /Risk and Council Support	Reported achievements not supported by reliable evidence	Section 62 (1) (c) (ii) of the MFMA states that the accounting officer of a Municipality is responsible for managing the financial administration of the Municipality, and must for this purpose take all reasonable steps to ensure that the Municipality has and maintains effective, efficient and transparent systems of internal audit operating in accordance with any prescribed norms and standards		Yes		Lack of monitoring done	Steps were taken to ensure that sufficient appropriate audit evidence to support the reported achievements is provided. Managers responsible for outstanding/appropriate evidence met with members of the auditor Generals (AG's) office in Matatiele to provide information. Managers will be encouraged to report performance information that	29 Jan 19	30 06 2019	Ms. K Blignaut	Manager: M&E/ Risk and Council Support			

								is consistent to planned performance.						
COAF 47 AOPO KPA3 (Iss.92)	Monitoring and Evaluation /Risk and Council Support	Scope limitation on reported performance information	Section 62 (1) (c) (ii) of the MFMA states that the accounting officer of a Municipality is responsible for managing the financial administration of the Municipality, and must for this purpose take all reasonable steps to ensure that the Municipality has and maintains effective, efficient and transparent systems of internal audit operating in accordance with any prescribed norms and standards		Yes		Lack of monitoring done	Steps were taken to ensure that sufficient appropriate audit evidence to support the reported achievements is provided. Managers responsible for outstanding/appropriate evidence met with members of the auditor Generals (AG's) office in Matatiele to provide information. Managers will be encouraged to report performance information that is consistent to planned performance.	29 Jan 19	30 06 2019	Ms. K Blignaut	Manager: M&E/ Risk and Council Support			
COAF 48 (Iss.94)	Revenue and Expenditure	CAATS exceptions on register of indigent debtors	Section 62 (a) and c (i) of the Municipal Finance Management Act states that (1) the accounting officer of the Municipality is responsible for	Other Important Matter	Yes	Yes	Poor monitoring and verification of indigent applicants	We partially agree with the finding however the municipal indigent register was updated upon availability of (Windeed	2018/11/30 2019/01/17	Ongoing	Ms. N Majova	Manager: Revenue & Expenditure			

			managing the financial administration of the Municipality and must for this purpose take all reasonable steps to ensure that the resources of the Municipality are used effectively, efficiently and economically and that the Municipality has and maintains effective, efficient, and transparent systems of financial and risk management and internal control.					verification of affordability status). Status of each applicant is verified prior approval through Windeed program.							
TOTAL OF 80 AG's findings **FINDINGS 80**	**46 findings needs to be addressed and improvement plans are required to avoid repeat findings**															

RESOLVED 34 resolved findings however Root Causes need to be identified to ensure no repeat findings occur in the 18/19 financial year	

ANNEXURE C: KEY PERFORMANCE INDICATORS

Municipal Transformation and Organizational Development for FY 17/18

	Indicator name	Total number of people (planned for) during the year under review	Achievement level during the year under review	Achievement percentage during the year	Comments on the gap
1	Vacancy rate for all approved and budgeted posts;	32	24	75%	N/A
2	Percentage of appointment in strategic positions (Municipal Manager and Section 57 Managers)	0	0	0	0
3	Percentage of Section 57 Managers including Municipal Managers who attended at least 1 skill development training course within the FY	6	4	80%	They were committed on other work related issues
4	Percentage of Managers in Technical Services with a professional qualification	4	4	100%	N/A
5	Percentage of municipalities within the district area that have a fully functional Performance Management System (DM only)	-	-	-	-
6	level of effectiveness of PMS in the LM (LM TO REPORT)	- Six section 56 Performance agreements submitted to Cogta for financial year 2017/18. - The Matatiele LM PMS Framework and policy adopted by the municipal council April 2018. - The PMS policy has adopted a culture of regular performance reporting. The municipality reports on a Quarterly base, Mid-term and compiles an Annual Target.			
7	Percentage of staff that have undergone a skills audit (including competency profiles) within the current 5 year term	325	282	87%	N/A
8	Percentage of councillors who attended a skill development training within the current 5 year term	52	52	100%	N/A

	Indicator name	Total number of people (planned for) during the year under review	Achievement level during the year under review	Achievement percentage during the year	Comments on the gap
9	Percentage of staff complement with disability	2	2	100%	N/A
10	Percentage of female employees	183	183	100%	N/A
11	Percentage of employees that are aged 35 or younger	164	164	100%	
12	Adoption and implementation of a District Wide /Local Performance Management System	Adoption and implementation of HRD Plan including competency profile within the current year term.			

c. Annual performance as per key performance indicators in Electricity services

	Indicator name	Total number of household/customer expected to benefit	Estimated backlogs (actual numbers)	Target set for the f. year under review (actual numbers)	Number of HH/customer reached during the FY	Percentage of achievement during the year
1	Percentage of households with access to electricity services	35 480	21 392	3542	2582	72.8%
2	Percentage of indigent households with access to basic electricity services	13254	3453	3451	3453	100.5%
3	Percentage of indigent households with access to free alternative energy sources	12284	8074	9998	6200	62%

c. Annual performance as per key performance indicators in sanitation services

Sanitation Services is a District Key Performance Area.

	Indicator name	Total number of household/customer expected to benefit	Estimated backlogs (actual numbers)	Target set for the f. year under review	Number of HH/customer reached	Percentage of achievement during the year
1	Percentage of households with access to sanitation services	N/A	N/A	N/A	N/A	N/A
2	Percentage of indigent households with access to free basic sanitation services	N/A	N/A	N/A	N/A	N/A
4	Percentage of clinics with access to sanitation services	N/A	N/A	N/A	N/A	N/A
5	Percentage of schools with access to sanitation services	N/A	N/A	N/A	N/A	N/A

c. Annual performance as per key performance indicators in road maintenance services

	Indicator name	Total number of household/customer expected to benefit	Estimated backlogs (actual numbers)	Target set for the f. year under review (Actual numbers)	Number of HH/customer reached during the FY	Percentage of achievement during the year
1	Percentage of households without access to gravel or graded roads	49527 HH	14858 HH	25.9km	446 HH	
2	Percentage of road infrastructure requiring upgrade	772.01km	772.01km	4km	4km	1%
4	Percentage of planned new road infrastructure actually constructed	48%	52%	3%	25.9km	3%
5	Percentage of capital budget reserved for road upgrading and maintenance effectively used.	49527 HH	-	R39 038 874.00	R37 381 466.00	95.75%

c. Annual performance as per key performance indicators in waste management services

	Indicator name	Total number of household/customer expected to benefit	Estimated backlogs (actual numbers)	Target set for the f. year under review	Number of HH/customer reached	Percentage of achievement during the year
1	Percentage of households with access to refuse removal services	49 527	44 107	8120	8128	100%
2	Existence of waste management plan	The municipality adopted its own waste management plan in May 2015				

c. Annual performance as per key performance indicators in housing and town planning services

	Indicator name	Total number of household/customer expected to benefit	Estimated backlogs (Actual numbers)	Target set for the f. year under review	Number of HH/customer reached	Percentage of achievement during the year
1	Percentage of households living in informal settlements	100%	100%	90.7%	50%	55%
2	Percentage of informal settlements that have been provided with basic services	N/A	N/A	N/A	N/A	N/A
3	Percentage of households in formal housing that conforms to the minimum building standards for residential houses	55%	90,7%	90,7%	55%	55%
4	Existence of an effective indigent policy	The Matatiele local municipality has an approved Indigent Policy in place which is reviewed on an annual basis.				
5	Existence of an SDF	The SDF was approved and adopted by council on the 30 May 2014.				
6	Existence of Land Use Management Systems (LUMS)	The LUMS was adopted by council in 2004, as a planning management tool that is utilised to achieve a coordinated and harmonious land development for Matatiele Municipal area.				

MUNICIPAL LOCAL ECONOMIC DEVELOPMENT FRAMEWORK- (KPA 3)

	Indicator name	Target set for the year	Achievement level during the year (absolute figure)	Achievement percentage during the year
1	Percentage of LED Budget spent on LED related activities.	100%	97%	97%
2	Number of LED stakeholder forum held	4	4	100%
3	Number of job opportunities created through EPWP	411	411	100%
4	Percentage of SMME that have benefited from a SMME support program	100%	66%	66%

MUNICIPAL FINANCIAL VIABILITY AND MANAGEMENT

No.	Indicator name	Target set for the year R(000)	Achievement level during the year R(000)	Achievement percentage during the year
1	Percentage expenditure of capital budget	R176 225 643.00	R137 438 352.00	78%
		Target set for the year (35%) **R(000)**	**Achievement level during the year R(000)**	**Achievement percentage during the year vs. the operational budget**
2	Salary budget as a percentage of the total operational budget	R121 799 772.00	R119 953 458.00	98.4%
		Target set for the year (20% or less) **R(000)**	**Achievement level during the year R(000)**	**Achievement percentage during the year vs. the actual revenue**
3	Total actual trade creditors as a percentage of total actual revenue	R200 909 302.00	R196 155 735.00	97.6%
		Target set for the year (80% and more) R(000)	**Achievement level during the year R(000)**	**Achievement percentage during the year**
4	Total municipal own revenue as a percentage of the total actual budget	R127 903 812.00	R109 228 121.00	85%
		Target set for the year R(000)	**Achievement level during the year R(000)**	**Achievement percentage during the year**
5	Rate of municipal consumer debt reduction	R3000 000.00	R21 907 976.00	730%
6	Percentage of MIG budget appropriately spent	R50 088 000.00	R46 057 299.67	78%
7	Percentage of MSIG budget appropriately spent	0	0	0%
8	AG Audit opinion	Unqualified		
9	Functionality of the Audit Committee	Internal Audit reports to Municipal Manager administratively and functionally to the Audit Committee. Audit Committee reports to Council quarterly and Fraud Cases are reported to the Audit Committee by the Municipal Manager in each AC Meeting.		

No.	Indicator name	Target set for the year R(000)	Achievement level during the year R(000)	Achievement percentage during the year
10	Submission of AFS after the end of financial year	30/08/2018		

GOOD GOVERNANCE AND PUBLIC PARTICIPATION- (KPA 5)

NO	INDICATOR NAME	TARGET SET FOR THE YEAR	ACHIEVEMENT LEVEL DURING THE YEAR	ACHIEVEMENT PERCENTAGE DURING THE YEAR
1	% of ward committees established	260	260	100%
2	% of ward committee that are functional	260	156	60%
3	Existence of an effective system that monitor CDWS	The weekly plan, Monthly Report, Quarterly Assessment, Annually Assessment & Attendance Register signed every weekend monitors CDW'S.		
4	Existence of an IGR strategy	The Matatiele local municipality adopted the IGR terms of Reference.		
5	Effective of IGR structural meetings	Matatiele has a fully functional IGR structure which sits on a quarterly basis.		
6	Existence of an effective communication strategy	The 5 year Communications Strategy Action Plan was developed and adopted in 2016 when the current Council took office. The Action Plan reviewed on an annual basis to check progress and to ensure that the developmental communication is achieved by the municipality. The Communications Strategy serves as a tool for all Communications Unit programmes and activities		
7	Number of Mayoral Imbizo's conducted	4	4	100%
8	Existence of a fraud and prevention mechanism	Fraud Prevention Plan the plan is in place which outlines all the mechanisms in preventing fraud in Matatiele Local Municipality.		