

# ELIAS MOTSOLEDI LOCAL MUNICIPALITY



## 2019/2020 Second quarter performance report

**2nd QUARTER PERFORMANCE REPORT**

**1. Introduction**

The Service Delivery and Budget Implementation Plan provides the basis for measuring performance in service delivery against the end of the year targets and implementing the budget. In addition, the SDBIP creates a line of accountability from senior management to all employees. The SDBIP convert the needs of communities into measurable performance measures, indicators and targets.

The SDBIP explicitly defines lines of accountability and responsibility. The Municipal Performance targets are monitored on quarterly basis and as envisaged in the SDBIP are then cascaded to individual managers and will form the basis of the quarterly performance coaching sessions.

**2. Executive Summary**

The table below represents the institutional performance for the 2nd Quarter per department:

Key Performance Area	departments	Total 2nd quarter target	Achieved KPIs	Not achieved KPIs	Total Percentage achieved %
1	Development planning	9	8	1	89%
2	Executive support	10	7	3	70%
3	Corporate services	9	7	2	78%
7	Municipal Managers' office	10	6	4	60%
5	Finance	7	5	2	71%
6	Community services	9	7	2	78%
7	Infrastructure	26	16	10	62%
<b>TOTAL</b>		<b>80</b>	<b>56</b>	<b>24</b>	<b>70%</b>

The table below represents the institutional performance for the 2nd Quarter per Key Performance Area:

Key Performance Area Number	Key Performance Area	Total 2nd quarter target	Achieved KPIs	Not achieved KPIs	Total Percentage achieved %
1	Spatial Rationale	4	4	0	100%
2	Institutional Development & Transformation	10	9	1	90%
3	Local Economic Development	4	4	0	100%
4	Basic Service Delivery	27	18	9	67%
5	Financial Management & Viability	7	3	4	43%
6	Good Governance & Public Participation	14	10	4	71%
<b>Total</b>		<b>66</b>	<b>48</b>	<b>18</b>	<b>73%</b>

**1st QUARTER PERFORMANCE REPORT**

**1. Introduction**

The service delivery and budget implementation plan provides the basis for measuring performance in service delivery against the the current experience of budgetary and accountability. The impact plan will form the basis of the quarterly performance and be reviewed in the SRIP are then cascaded to individual managers and will form the basis of the quarterly performance

**2. Executive Summary**

The table below represents the institutional performance for the 1st Quarter per department:

Key Performance Area	departments	Total 1st quarter target	Achieved KPIs	Not achieved KPIs	Total Percentage achieved %
1	Development planning	11	8	3	73%
2	Executive support	10	7	3	70%
3	Corporate services	9	8	1	89%
7	Municipal Managers' office	10	8	2	80%
5	Finance	6	6	0	100%
6	Community services	13	7	6	54%
7	Infrastructure	26	15	11	58%
<b>TOTAL</b>		<b>85</b>	<b>59</b>	<b>26</b>	<b>69%</b>

The table below represents the institutional performance for the 1st Quarter per Key Performance Area:

Key Performance Area Number	Key Performance Area	Total 1st quarter target	Achieved KPIs	Not achieved KPIs	Total Percentage achieved %
1	Spatial Rationale	6	4	2	67%
2	Institutional Development & Transformation	10	9	1	90%
3	Local Economic Development	4	3	1	75%
4	Basic Service Delivery	32	16	16	50%
5	Financial Management & Viability	7	4	3	57%
6	Good Governance & Public Participation	14	11	3	79%
<b>Total</b>		<b>73</b>	<b>47</b>	<b>26</b>	<b>64%</b>

DEVELOPMENT PLANNING

KPA 1: SPATIAL DEVELOPMENT ANALYSIS AND RATIONALE

Strategic objectives: To promote integrated human settlements

Programme	KPI	Budget Source	Expenditure	Audited Baseline 2017/18	2019/2020				Evidence	Achieved / Not Achieved
					2nd Qtr Target	Progress to date	Challenges	Remedial/Actions		
land use management	% Development of Land use scheme (LUS)	1000 000		New	n/a	n/a	n/a	n/a	n/a	n/a
	% site demarcation at Nkwane	500 000		New	n/a	n/a	n/a	n/a	n/a	n/a
	% of land use applications received and processed within 90 days	opex		100%	100%	100%	100%	100%	land use application register	Achieved
compliance with National building regulations	% of new building plans of less than 500 square metres assessed within 10 days of receipt of plans	n/a		99%	100%	100%	100%	100%	building plans application register	Achieved
	% of new building plans of more than 500 square metres assessed within 28 days of receipt of plans	n/a		100%	100%	100%	100%	100%	building plans application register	Achieved

Programme	KPI	Budget Source	Expenditure	Audited Baseline 2017/18	2019/2020				Evidence	Achieved / Not Achieved
					2nd Qtr Target	Progress to date	Challenges	Remedial Actions		
	% of inspectors conducted on building construction with an approved plan to ensure compliance with Sec.6@and 17 (b) of National Building Regulations and Building Standards Act	n/a		100%	100%	100%	100%	100%	inspection report	Achieved

KPA 3: LOCAL ECONOMIC DEVELOPMENT

Strategic objectives: To promote conducive environment for economic growth and development

Programme	KPI	Budget Source	Expenditure	Audited Baseline 2017/18	2019/2020				Evidence	Achieved / Not Achieved
					2nd Qtr Target	Progress to date	Challenges	Remedial Actions		
EPWP	Number of job opportunities provided through EPWP grant by 30 June 2020 (GKPI)	EPWP grant		69	69	69 participants appointed	none	none	list of approved appointees	Achieved
SMMES	Number of networking events held by 30 June 2020	opex		3	2	2	none	none	reports and attendance registers	achieved
				13	8	8	none	none	reports and attendance registers	achieved
LED strategy	% Reviewal of LED Strategy	opex		0%	n/a	n/a	n/a	n/a	n/a	n/a

Programme	KPI	Budget Source	Expenditure	Audited Baseline 2017/18	2019/2020			Evidence	Achieved / Not Achieved
					2nd Qtr Target	Progress to date	Challenges		

**KPA 6: GOOD GOVERNANCE AND PUBLIC PARTICIPATION**  
Strategic objectives : To enhance good governance and public participation

Programme	KPI	Budget Source	Expenditure	Audited Baseline 2017/18	2019/2020			Evidence	Achieved / Not Achieved	
					2nd Qtr Target	Progress to date	Challenges			
Audit	Obtain an Unqualified Auditor General opinion for the 2018/19 financial year	n/a		Unqualified Opinion	Unqualified Opinion	qualified audit opinion	preparation of AFS on assets were not fairly prepared	develop action plan to address issues raised to avoid recurrence of the finding in future	AGSA audit report	not achieved
	% Auditor General matters resolved as per the approved audit action plan by 30 June 2020	n/a		82%	n/a	n/a	n/a	n/a	n/a	n/a
	% Internal Audit Findings resolved per quarter as per the Audit Plan	n/a		new	65%	n/a	n/a	n/a	n/a	n/a
Risk Management	% execution of identified risk management plan within prescribed timeframes per quarter	n/a		100%	75%	83%	none	none	Quarterly Risk assessment reports	achieved

CORPORATE SERVICES

KPA 2: INSTITUTIONAL DEVELOPMENT AND MUNICIPAL TRANSFORMATION

Strategic Objectives: To build capable, responsive, accountable, effective and efficient municipal institutions and administration

Programme	KPI	Budget Source	Expenditure	Audited Baseline 2017/18	2019/2020		Challenges	Remedial Actions	Evidence	Achieved / Not Achieved
					2nd Qtr Target	Progress to date				
employment equity	number of employment equity forum meeting	n/a		new	2	2 Employment Equity Forum meetings held *26/09/2019 *19/12/2019	None	None	attendance register and report	achieved
	Submission of employment equity report to DOL by 31st January 2020	n/a		new	n/a	n/a	n/a	n/a	n/a	n/a
	% recruitment of people with disability	Opex			new	2	0	Appointments on all posts advertised in the midyear not yet made	Awaiting appointments on all advertised posts with prayer for consideration of people with disabilities	appointment letters

Programme	KPI	Budget Source	Expenditure	Audited Baseline 2017/18	2019/2020		Evidence	Achieved / Not Achieved			
					2nd Qtr Target	Progress to date					
Skills programme	Number of employees approved for study financial assistance	Opex		new	2	employees approved for study financial assistance *Sr Manager Infrastructure: Masters in Civil Engineering *Manager Legal Services: Public Governance Municipal Management & Leadership *Executive Support PA: Bachelor in Public Admih *BTO PA: Bachelor in Public Admin *Sr Public Participation Officer: Advance Diploma in Business Management *Manager Budget: Board Exam SAICE	None	None	approval letters signed by municipal manager	achieved	
					n/a	n/a	n/a	n/a	n/a	n/a	n/a
					n/a	n/a	n/a	n/a	n/a	n/a	n/a
WSP	% of a municipality's budget actually spent on implementing its workplace skills plan	1%		1%	n/a	n/a	n/a	n/a	n/a	n/a	
					n/a	n/a	n/a	n/a	n/a	n/a	n/a
LLF	Number of LLF meetings held	n/a		new	6	LLF meetings held: *12/08/2019 *27/09/2019 *04/10/2019 *31/10/2019 *22/11/2019	none	none	attendance register and minutes	achieved	



Programme	KPI	Budget Source	Expenditure	Audited Baseline 20/7/18	2019/2020			Evidence	Achieved / Not Achieved	
					2nd Qtr Target	Progress to date	Challenges			Remedial Actions
ICT	Number of ICT steering committee meetings	n/a		new	2	ICT Steering Committee meeting held *26/09/2019 *19/12/2019	None	None	attendance register and minutes	achieved
	Number of ICT reports submitted to ICT steering committee	n/a		new	4	ICT reports submitted to ICT Steering Committee	None	None	ICT reports and attendance register	achieved
Customer services	% of community complaints received and processed	n/a		new	100%	n/a	n/a	n/a	n/a	n/a
Occupational health and safety (OHS)	number of health risk assessment conducted	Opex		new	n/a	n/a	n/a	n/a	n/a	n/a
Occupational health and safety (OHS)	number of COVID reports submitted	n/a		new	1	1 COVID report submitted	None	None	proof of submission	achieved
Employee Assistance Programme (EAP)	number of wellness activities conducted	Opex		new	n/a	n/a	n/a	n/a	n/a	n/a

Programme	KPI	Budget Source	Expenditure	Audited Baseline 2017/18	2019/2020			Evidence	Achieved / Not Achieved
					2nd Qtr Target	Progress to date	Challenges		

**KPA 6: GOOD GOVERNANCE AND PUBLIC PARTICIPATION**  
Strategic objectives : To enhance good governance and public participation

Programme	KPI	Budget Source	Expenditure	Audited Baseline 2017/18	2019/2020			Evidence	Achieved / Not Achieved	
					2nd Qtr target	Progress to date	Challenges			
Audit	Obtain an Unqualified Auditor General opinion for the 2018/19 financial year	n/a		Unqualified Opinion	Unqualified Opinion	qualified audit opinion	preparation of AFS on assets were not fairly prepared	develop action plan to address issues raised to avoid re-currence of the finding in future	AGSA audit report	not achieved
	% Auditor General matters resolved as per the approved audit action plan by 30 June 2020	n/a		82%	n/a	n/a	n/a	n/a	n/a	n/a
	% Internal Audit Findings resolved per quarter as per the Audit Plan	n/a		new	65%	n/a	n/a	n/a	n/a	n/a
Risk Management	% execution of identified risk management plan within prescribed timeframes per quarter	n/a		100%	75%	76%	none	none	Quarterly Risk assessment reports	achieved

MUNICIPAL MANAGER'S OFFICE

KPA 2 : INSTITUTIONAL DEVELOPMENT AND MUNICIPAL TRANSFORMATION

Strategic Objectives : To build capable, responsive, accountable, effective and efficient municipal institutions and administration

Programme	KPI	Budget Source	Expenditure	Audited Baseline 2017/18	2019/2020		Challenges	Remedial Actions	Evidence	Achieved/Not Achieved
					2nd Qtr Target	Progress to date				
Performance Management	% of KPIs and projects attain organisational targets (total organisation) by 30 June 2020	Opex		67%	50%	73%	none	none	performance report	achieved
					n/a	n/a	n/a	n/a	n/a	n/a

KPA 5: MUNICIPAL FINANCIAL VIABILITY AND MANAGEMENT

Strategic Objectives : To improve sound and municipal financial management

Programme	KPI	Budget Source	Expenditure	Audited Baseline 2017/18	2019/2020		Challenges	Remedial Actions	Evidence	Achieved/Not Achieved
					2nd Qtr Target	Progress to date				
	% spend of the Total Operational Budget excluding non-cash items by the 30 June 2020	Opex		86%	50%	43%	the underspending is caused by non-processing of monthly depreciation and debt impairment that understated the total actual operational expenditure.	Asset management system will be integrated with financial management system so that monthly depreciation and asset impairment will start interfacing into Munssoft and monthly debt impairment will be computed for in year reporting purposes.	Budget report	not achieved

Programme	KPI	Budget Source	Expenditure	Audited Baseline 2017/18	2019/2020			Challenges	Remedial Actions	Evidence	Achieved /Not Achieved
					2nd Qtr Target	Progress to date	2019/2020				
Expenditure	Remuneration (Employee Related Costs and Councillors Remuneration) as % of Total Operating Expenditure per quarter.	Opex		<44%	25% to 40%	25% to 41.92%	the high ratio is caused by understatement of total actual operational expenditure due to lack of depreciation and debt impairment.	Asset management system will be integrated with financial management system so that monthly depreciation and asset impairment will start interfacing into Munsoft and monthly debt impairment will be computed for in year reporting purposes.	Section 71 report	not achieved	

**KPA 6 : GOOD GOVERNANCE AND PUBLIC PARTICIPATION**

**Strategic Objectives : To enhance good governance and public participation**

Programme	KPI	Budget Source	Expenditure	Audited Baseline 2017/18	2019/2020			Challenges	Remedial Actions	Evidence	Achieved /Not Achieved
					2nd Qtr Target	Progress to date	2019/2020				
Good Governance and oversight	Submission of Final audited consolidated Annual Report to Council on or before end of January 2020	n/a		1	n/a	n/a	n/a	n/a	n/a	n/a	n/a
		submission of annual report oversight report to council by March 2020	n/a		new	n/a	n/a	n/a	n/a	n/a	n/a
	2019/20 IDP review process plan approved by August 2019	n/a		new	n/a	n/a	n/a	n/a	n/a	n/a	n/a

Programme	KPI	Budget Source	Expenditure	Audited Baseline 2017/18	2019/2020			Challenges	Remedial Actions	Evidence	Achieved / Not Achieved
					2nd Qtr Target	Progress to date					
IDP Development	Final IDP tabled and approved by council by the 31 May 2020	n/a		1	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Audit	Obtain an Unqualified Auditor General opinion for the 2018/19 financial year	n/a		Unqualified Opinion	unqualified opinion	qualified audit opinion	preparation of AFS on assets were not fairly prepared	develop action plan to address issues raised to avoid re-occurring of the finding in future	AGSA audit report	not achieved	
	% of Auditor General matters resolved as per the approved audit action plan by 30 June 2020 (Total organisation)	n/a		82%	n/a	n/a	n/a	n/a	n/a	n/a	
Risk Management	% Internal Audit Findings resolved per quarter as per the Audit Plan (total organisation)	n/a		new	65%	87%	none	none	quarterly IA status report	Achieved	
	number of security risk assessment conducted by 30 June 2020	n/a		new	2	1	security risk assessment not conducted	to be conducted in the next quarter	no evidence	not achieved	
	number of project risk assessments conducted by 30 June 2020	n/a		new	2	2	none	none	Attendance register and minutes	achieved	

Programme	KPI	Budget Source	Expenditure	Audited Baseline 2017/18	2019/2020			Evidence	Achieved / Not Achieved	
					2nd Qtr Target	Progress to date	Challenges			Remedial Actions
	Number of Risk Management reports submitted to the Risk Management Committee per quarter	n/a		new	2	2	none	none	Quarterly Risk management report	achieved
	Number of quarterly Risk Management Committee meetings convened by June 2020	n/a		new	2	2	none	none	attendance register and minutes	achieved
Risk Management	% execution of identified risk management plan within prescribed timeframes per quarter (Total organisation)	n/a		100%	75%	82%	none	none	Quarterly Risk management report	achieved

**INFRASTRUCTURE**

**KPA 3: LOCAL ECONOMIC DEVELOPMENT**

Strategic Objectives: To promote conducive environment for economic growth and development

Programme	KPI	Budget Source	Expenditure	Audited Baseline 2017/18	2019/2020		Challenges	Remedial Actions	Evidence	Achieved/ Not Achieved
					2nd Qtr Target	Progress to date				
EPWP	number of job opportunities created through infrastructure projects by 30 June 2020 (GKPI)	MIG/INEP/EMLM	N/A	500	160	204	None	None	List of appointees	Achieved

**KPA 4: BASIC SERVICE DELIVERY AND INFRASTRUCTURE DEVELOPMENT**

Strategic Objectives: To provide for basic services delivery and sustainable infrastructural development

Programme	KPI	Budget Source	Expenditure	Audited Baseline 2017/18	2019/2020		Challenges	Remedial Actions	Evidence	Achieved/ Not Achieved									
					2nd Qtr Target	Progress to date													
Electricity	number of stands provided with electrical infrastructure by the 30 June 2020 (GKPI)	INEP	15 283 829,48	New	n/a	n/a	n/a	n/a	n/a	n/a									
		MIG	23 173 191	8,26km	n/a	n/a	n/a	n/a	n/a	n/a									
		opex	opex	New	20km	85km	None	None	completion certificate	Achieved									
Roads and storm water	kilometers of gravelled roads re-gravelled	opex	opex	New	20km	85km	None	None	completion certificate	Achieved									
											kilometers of gravelled roads	opex	New	20km	85km	None	None	completion certificate	Achieved

**KPA 5: MUNICIPAL FINANCIAL VIABILITY AND MANAGEMENT**

Strategic Objectives : To improve sound and sustainable municipal financial management

Programme	KPI	Budget Source	Expenditure	Audited Baseline 2017/18	2019/2020			Evidence	Achieved/ Not Achieved
					2nd Qtr Target	Progress to date	Challenges		
Project Management	% spending on MIG funding by the 30 June 2020	MIG (54 921 000)	23 173 190,69	100%	60% (32 952 600)	42%	Delays in implementation of Kgaphamadi project and appointment of contractor for JJ Zaaiplaas	The contractor for JJ Zaaiplaas appointed and handover done. Intervention meeting with contractor for Kgaphamadi held and to speed up the progress	MIG monthly report Not Achieved
Electricity	% spending on INEP funding by 30 June 2020	INEP (19 000 000)	15 283 829,48	new	50% (9 500 000)	80,44%	none	none	INEP monthly report Achieved

**KPA 6: GOOD GOVERNANCE AND PUBLIC PARTICIPATION**

Strategic objectives : To enhance good governance and public participation

Programme	KPI	Budget Source	Expenditure	Audited Baseline 2017/18	2019/2020			Evidence	Achieved/ Not Achieved
					2nd Qtr Target	Progress to date	Challenges		
Audit	Obtain an Unqualified Auditor General opinion for the 2018/19 financial year	n/a	n/a	Qualified Opinion	Unqualified Opinion	qualified audit opinion	preparation of ARS on assets were not fairly prepared	develop action plan to address issues raised to avoid re-currence of the finding in future	AGSA audit report not achieved
	% Auditor General matters resolved as per the approved audit action plan by 30 June 2020	n/a	n/a	82%	n/a	n/a	n/a	n/a	n/a



	% Internal Audit Findings resolved per quarter as per the Audit Plan	n/a	n/a	n/a	new	65%	n/a	n/a	n/a	n/a	Quarterly Risk assessment reports	n/a
Risk Management	% execution of identified risk management plan within prescribed timeframes per quarter	n/a	n/a	n/a	100%	75%	78%	none	none	none	Quarterly Risk assessment reports	achieved

**KPA 2: INSTITUTIONAL DEVELOPMENT AND MUNICIPAL TRANSFORMATION**

**Strategic Objectives: To build capable, responsive, accountable, effective and efficient municipal institutions and administration**

Programme	Kpi	Budget Source	Expenditure	Audited Baseline 2017/18	2019/2020		Challenges	Remedial Actions	Evidence	Achieved / Not Achieved
					2nd Qtr Target	Progress to date				
municipal infrastructure grants (MIG)	number of MIG reports submitted to CoGHSTA	n/a	n/a	new	6	6	None	None	Proof of submission	Achieved
department of energy (DOE)	number of reports submitted to department of energy	n/a	n/a	new	6	6	None	None	Proof of submission	Achieved

CAPITAL PROJECTS

KPA 4: BASIC SERVICE DELIVERY AND INFRASTRUCTURE DEVELOPMENT

Strategic objective: To provide for basic services delivery and sustainable infrastructural development

Ward No.	Project	Key performance indicator	Original Budget R 000's 2019/2020	Expenditure	Audited Baseline 2017/18	2nd Qtr Target	Progress to date	Challenges	Remedial Actions	Evidence	Achieved / Not Achieved
n/a	Air conditioners	% processing of procurement request submitted	400 000	133 000	new	100% processing of procurement request submitted	100% processing of request	none	none	copy of request submitted	Achieved
13	Groblerstad landfill site	upgrading of groblersdal landfill site	13 000 000	9 500 745	new	50% construction (overhaul,backfilling andd lining of cells and pond)	54% Contractor is busy with mass excavation (cell ponds) & layerworks	Change of designs as per LEDET request	New drawings, as per new regulations done and sent to LEDET	progress report	Achieved
25	Retiulation of stands with electrical infrastructure at Makenapea/Mashemong village	number of stands retiulated with electrical infrastructure at Makenapea/mashemong village	1 435 000	0,00	new	appointment of the contractor	project still at design stage	Delays in appointment of the consultant	consultant appointed and busy with designs	appointment letter	Not Achieved
9	Retiulation of stands with electrical infrastructure at New Town village (Thambo) 902 Households	number of stands retiulated with electrical infrastructure by 30 June 2020	12 266 000	6 447 577	100%	70% construction (installation of transformers, stringing of airdec and installation of meters)	92% Final inspection of 842 was done by Eskom and Engineer on the 12 December, and a snaglist was compiled	None	none	progress report	Achieved
14	Retiulation of stands with electrical infrastructure at Massakeng (281 Households)	number of stands retiulated with electrical infrastructure by 30 June 2020	3 864 000	3 571 183	221	80% construction (installation of transformers, stringing of airdec and installation of meters)	100% energizing was completed on the 13 December, information data was collected	None	None	progress report	Achieved
4	Retiulation of stands with electrical infrastructure at Niswelomise	number of stands retiulated with electrical infrastructure by 30 June 2020	1 435 000	371 852	new	appointment of the contractor	0% appointment of the contractor	Detailed designs, BOQ and presentations to ESKOM done	Eskom has confirmed capacity for the planned connections.	appointment letter	Not Achieved

Ward No	Project	Key performance indicator	Original Budget R 000's 2019/2020	Expenditure	Audited Baseline 2017/18	2nd Qtr Target	Progress to date	Challenges	Remedial Actions	Evidence	Achieved/ Not Achieved
10	High mast lights	number of high mast light to be installed	522 000	265 898,65	new	40% construction (excavation of foundation, casting of concrete)	43% Delivery of Mast, Assemble and Erection	Variation order submitted to the client	Engineer has submitted ESKOM quotations and VO request from the client. Client to fast track approval	progress report	Achieved
11	Upgrading of Bloempoort to Uitspanning access road (design only)	% development of designs for upgrading of Bloempoort to Uitspanning access road	1 500 000	0,00	new	50% appointment of service provider	50% consultant appointed. Scoping report has been submitted awaiting comments from client	None	None	appointment letter	Achieved
28	Upgrading of Dipakapakeng access road (design only)	% upgrading of Dipakapakeng access road 2,2km	1 500 000	0,00	new	50% appointment of service provider	50% consultant appointed and busy with scoping report	None	None	appointment letter	Achieved
21	kgaphamadi road construction	% construction of kgaphamadi road 5,2km	22 816 000	6 328 161	74%	50% construction (storm water completed and sub-base)	45,81% Contractor busy with bridge deck and parapet walls & steel fixing on the bridge and selected Layer and roadbed in progress on the road( 4500 -5000).	Slow progress on site by the contractor	Contractor to fast-track progress	progress report	Not Achieved
13	groblersdal roads and streets	% rehabilitation of Groblersdal roads and streets	8 696 000	6 251 414,95	100%	50% rehabilitation of groblersdal roads and streets	98% six streets has been rehabilitated and marked. Roads markings in progress	None	None	progress report	Achieved

Ward No.	Project	Key performance indicator	Original Budget R 000's 2019/2020	Expenditure	Audited Baseline 2017/18	2nd Qtr Target	Progress to date	Challenges	Remedial Actions	Evidence	Achieved / Not Achieved
27	upgrading of Tafelkop stadium access road (designs only)	% upgrading of tafelkop stadium access road	696 000	0,00	new	50% appointment of service provider	50% consultant appointed and busy with scoping report	None	None	appointment letter	Achieved
9	Construction of Tambo road	% construction of Tambo road 3,2km	8 400 000	5 606 588,98	100%	50% construction of road bed	35% roadbed preparation in progress	Abnormal rainfall delaying progress	steps are taken to protect the works by opening channels & installing temporal stormwater pipes	progress report	Not Achieved
15	JJ Zaaiplaas road	% construction of JJ Zaaiplaas road 1,5km	7 705 000	899 706,24	100%	50% construction of road bed	15% project site has been established	There is an Eskom line within the road reserve. Quotation to relocate the line was requested from Eskom. Slow progress on site establishment	Municipality has paid the Implementing Agent to make a payment to Eskom on the quoted amount. The PSC has identified a site for the Contractor to establish site	progress report	Not Achieved
31	Motelama internal streets	% construction of motelama internal streets 1,3km	3 478 000	497 171,07	0%	50% site establishment, road bed and sub-base	0% Project is at tender stage	to proceed with appointment of service provider after closing of tender	to fast track appointment processes	progress report	Not Achieved
n/a	culverts and road signs	% purchase of culverts and road signs	1 739 000	0,00	new	50% purchase of culverts and road signs	20% purchase of culverts and road signs	The service provider is acquired for the supply and installation of the culverts and signage	awaiting delivery	progress report	Not Achieved
13	Development of workshop	% development of workshop	2 476 000	648 787,33	0%	100% development of workshop	74,2% development of workshop	contractor busy with plastering and painting office snag list and construction workshop slab	the development of workshop will be finalised in third quarter	completion certificate	Not Achieved

Work No	Project	Key performance indicator	Original Budget R 000's 2019/2020	Expenditure	Audited Baseline 2017/18	2nd Qtr Target	Progress to date	Challenges	Remedial Actions	Evidence	Achieved / Not Achieved
n/a	machinery and equipment (tools)	% expenditure on machinery and equipment (tools)	500 000		100%	10% Expenditure on Machinery and Equipment	n/a	n/a	n/a	n/a	n/a

COMMUNITY SERVICES

KPA 4: BASIC SERVICE DELIVERY AND INFRASTRUCTURE DEVELOPMENT  
 Strategic Objectives: To provide for basic services delivery and sustainable Infrastructural development

Programme	KPI	Budget/Source	Expenditure	Audited Baseline 2017/18	2019/2020			Challenges	Remedial Actions	Evidence	Achieved / Not Achieved
					2nd Qtr Target	Progress to date					
Waste management	% of households with access to a minimum level of basic waste removal by 30 June 2020 (once per week) (GKPI)	Opex	0	9%	9%	8%	the target was inclusive of other institutions except households	To adjust the percentage during the adjustment	service reconciliation report	Not Achieved	
Education/ Libraries	Number of initiatives held to promote library facilities by 30 June 2020	n/a	0	4	2	2	None	None	attendance register and reports	Achieved	
Environmental management	number of environmental awareness conducted by 30 June 2020	Opex	0	4	2	2	None	None	attendance register and reports	Achieved	
Disaster management	Number of disaster awareness campaigns conducted by 30 June 2020	Opex	0	4	2	2	None	None	attendance register and reports	Achieved	
safety and security	number of community safety forum meetings held by 30 June 2020	n/a	n/a	new	2	2	None	None	attendance register and reports	Achieved	

Programme	KPI	Budget Source	Expenditure	Audited Baseline 2017/18	2019/2020			Evidence	Achieved / Not Achieved
					2nd Qtr Target	Progress to date	Challenges		

**KPA 6: GOOD GOVERNANCE AND PUBLIC PARTICIPATION**  
Strategic objectives : To enhance good governance and public participation

Programme	KPI	Budget Source	Expenditure	Audited Baseline 2017/18	2019/2020			Evidence	Achieved / Not Achieved	
					2nd Qtr Target	Progress to date	Challenges			Remedial Actions
Audit	Obtain an Unqualified Auditor General opinion for the 2018/19 financial year	n/a	0	Unqualified Opinion	Unqualified Opinion	qualified audit opinion	preparation of AFS on assets were not fairly prepared	develop action plan to address issues raised to avoid re-currence of the finding in future	AGSA audit report	not achieved
	% Auditor General matters resolved as per the approved audit action plan by 30 June 2020	n/a	0	82%	n/a	n/a	n/a	n/a	n/a	n/a
	% Internal Audit Findings resolved per quarter as per the Audit Plan	n/a	0	new	65%	65%	None	None	quarterly IA status reports	achieved
Risk Management	% execution of identified risk management plan within prescribed timeframes per quarter	n/a	0	100%	75%	80%	None	None	Quarterly Risk assessment reports	Achieved

Programme	KPI	Budget Source	Expenditure	Audited Baseline 2017/18	2019/2020		Evidence	Achieved / Not Achieved
					2nd Qtr Target	Progress to date		
						Challenges	Remedial Actions	

**CAPITAL PROJECTS**

ward/no	Project	key performance Indicator	Original Budget R'000's/2018/19	Expenditure	Audited Baseline 2017/18	2nd Qtr Target	Progress to date	Challenges	Remedial Actions	Evidence	Achieved / Not Achieved
n/a	Mobile office traffic	% procurement of mobile offices traffic	500 000	R0,00	new	n/a	n/a	n/a	n/a	n/a	n/a
n/a	Bin lifter (compatible with self-compressed containers	% procurement of bin lifters	348 000	R0,00	new	n/a	n/a	n/a	n/a	n/a	n/a
n/a	Lawn mowers and other equipments	% procurement of lawn mowers and other equipment	522 000	R0,00	new	n/a	n/a	n/a	n/a	n/a	n/a
n/a	Trailers	% procurement of trailers	130 000	R0,00	new	n/a	n/a	n/a	n/a	n/a	n/a
n/a	Tractor, tractor trailer and slasher	% procurement of tractor, tractor trailer and slashers	478 000	R0,00	new	n/a	n/a	n/a	n/a	n/a	n/a
n/a	Skip bins	number of skip bins to be procured	348 000	R0,00	new	appointment of service provider	Service provider appointed for procurement of Skip Bins	None	None	appointment letter	Achieved



**BUDGET AND TREASURY**

**KPA 4: BASIC SERVICE DELIVERY AND INFRASTRUCTURE DEVELOPMENT**

Strategic Objectives: To provide basic services delivery and sustainable infrastructural development

Programme	KPI	Budget Source	Expenditure	Audited Baseline 2017/18	2019/2020			Evidence	Achieved / Not Achieved	
					2nd Qtr Target	Progress to date	Challenges			
Indigents	% of registered indigents who receives free basic electricity by 30 June 2020 (GKPI)	opex		19% (2500)	2.5% (1500)	23.1%	None	None	indigent register and Eskom beneficiary list	Achieved

**KPA 5: MUNICIPAL FINANCIAL VIABILITY AND MANAGEMENT**

Strategic Objectives : To improve sound and sustainable municipal financial management

Programme	KPI	Budget Source	Expenditure	Audited Baseline 2017/18	2019/2020			Challenges	Remedial Actions	Evidence	Achieved / Not Achieved
					2nd Qtr Target	Progress to date					
Financial management	Cost coverage ratio by the 30 June 2020 (GKPI)	opex		4:01	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Revenue	% outstanding service debtors to revenue by the 30 June 2020 (GKPI)	opex		15%	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Budget	Submission of MTRF Budget to Council 30 days before the start of the new financial year	n/a		1	n/a	n/a	n/a	n/a	n/a	n/a	n/a

Programme	KPI	Budget Source	Expenditure	Audited Baseline 2017/18	2019/2020				Evidence	Achieved/ Not Achieved
					2nd Qtr Target	Progress to date	Challenges	Remedial Actions		
AFS	Audited Annual Financial Statements (AFS) and Audit report submitted to council by 25 January 2020	n/a		1	n/a	n/a	n/a	n/a	n/a	
SCM	number of monthly SCM deviation reports submitted to municipal manager (reducing number of deviations)	n/a		12	6	5	None	None	signed deviation register	Achieved
Expenditure	% Payment of creditors within 30 days	Opex and capex budget		100%	100%	100%	None	None	creditors age analysis	Achieved
Assets management	Number of assets verifications conducted by 30 June 2020	n/a		1	2	1	The department was busy with audit for the whole of second quarter	The target will have to be moved to third and fourth quarter in the next financial year	Assets verification report	Not Achieved

Programme	KPI	Budget Source	Expenditure	Audited Baseline 2017/18	2019/2020			Evidence	Achieved / Not Achieved
					2nd Qtr Target	Progress to date	Challenges		

**KPA 6: GOOD GOVERNANCE AND PUBLIC PARTICIPATION**

Strategic objectives : To enhance good governance and public participation

Programme	KPI	Budget Source	Expenditure	Audited Baseline 2017/18	2019/2020			Evidence	Achieved / Not Achieved	
					2nd Qtr target	Progress to date	Challenges			
Audit	Obtain an Unqualified Auditor General opinion for the 2018/19 financial year	n/a		Unqualified Opinion	Unqualified Opinion	qualified audit opinion	preparation of AFS on assets were not fairly prepared	develop action plan to address issues raised to avoid recurrence of the finding in future	AGSA audit report	not achieved
	% Auditor General matters resolved as per the approved audit action plan by 30 June 2020	n/a		82%	n/a	n/a	n/a	n/a	n/a	n/a
	% Internal Audit Findings resolved per quarter as per the Audit Plan	n/a		new	65%	86%	none	none	quarterly IA status reports	achieved
Risk Management	% execution of identified risk management plan within prescribed timeframes per quarter	n/a		100%	75%	78%	none	none	Quarterly Risk assessment reports	achieved

EXECUTIVE SUPPORT

KPA 4: BASIC SERVICE DELIVERY AND INFRASTRUCTURE DEVELOPMENT

Strategic Objectives: To provide basic services delivery and sustainable infrastructural development

Programme	Key performance indicator	Budget Source	Expenditure	Audited Baseline 2017/18	2019/2020			Evidence	Achieved/Not Achieved	
					2nd Qtr Target	Progress to date	Challenges			
Transversal programmes	number of Transversal programmes implemented in terms of mainstreaming with respect to HIV/AIDS, Gender, Disabled, Woman and Children Rights, elderly and moral re-generation by the 30 Jun 2020	Opex		10	3	3	n/a	n/a	programme and attendance register	achieved

KPA 6: GOOD GOVERNANCE AND PUBLIC PARTICIPATION

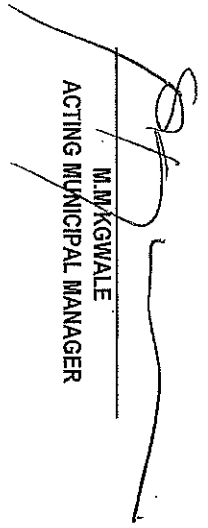
Strategic objectives : To enhance good governance and public participation

Programme	Key performance indicator	Budget Source	Expenditure	Audited Baseline 2017/18	2019/2020			Evidence	Achieved/ Not Achieved	
					2nd Qtr Target	Progress to date	Challenges			
MPAC	number of MPAC quarterly reports submitted to council	n/a		4	2	1	there were no reports to be submitted to council during first quarter	none	council resolution	not achieved
	number of MPAC outreaches initiated by 30 June 2020	900 000		1	1	1	none	none	report and attendance register	achieved
Mayoral	number of Mayoral outreach projects	1 850 000		3	1	2	none	none	report and	achieved

Programme	Key performance indicator	Budget Source	Expenditure	Audited Baseline 2017/18	2019/2020			Evidence	Achieved / Not Achieved	
					2nd Qtr Target	Progress to date	Challenges			Remedial Actions
programme	initiated by 30 June 2020							attendance register		
Speakers programme	number of Speaker's outreach projects initiated by 30 June 2020	700 000		3	1	2	n/a	n/a	report and attendance register	achieved

Programme	Key performance indicator	Budget Source	Expenditure	Audited Baseline 2017/18	2019/2020			Evidence	Achieved / Not Achieved	
					2nd Qtr Target	Progress to date	Challenges			
Ward committees	number of ward committee reports submitted to council quarterly	n/a		New	1	2	n/a	n/a	council resolution	achieved
	number of ward committee conference held	Opex		New	n/a	n/a	n/a	n/a	n/a	n/a
youth programmes	number of youth programmes initiated by 30 June 2020 (career expo, mayors cup, beauty contest)	Opex		New	3	1	Insufficient budget	To request funding during budget adjustment	report and attendance register	not achieved
	number of youth conference held	Opex		New	n/a	n/a	n/a	n/a	n/a	n/a
communications	number of municipal newsletter printed/ produced	opex		New	10 000	10 000	none	none	delivery note and copy of the newsletter	achieved
	% reviewal of communication strategy	n/a		100%	n/a	n/a	n/a	n/a	n/a	n/a
	Obtain an Unqualified Auditor General opinion for the 2018/19 financial year	n/a		Unqualified Opinion	Unqualified Opinion	qualified audit opinion	preparation of AFS on assets were not fairly prepared	develop action plan to address issues raised to avoid re-currence of the finding in future	AGSA audit report	not achieved

Programme	Key performance indicator	Budget Source	Expenditure	Audited Baseline 2017/18	2019/2020				Evidence	Achieved/ Not Achieved
					2nd Qtr Target	Progress to date	Challenges	Remedial Actions		
AUDIT	% Auditor General matters resolved as per the approved audit action plan by 30 June 2020	n/a		82%	n/a	n/a	n/a	n/a	n/a	
		% Internal Audit Findings resolved per quarter as per the Audit Plan	n/a	new	65%	n/a	n/a	n/a	n/a	
Risk Management	% execution of identified risk management plan within prescribed timeframes per quarter	n/a		100%	75%	82%	none	none	Quarterly Risk assessment reports	achieved

  
**M.M. KGWARE**  
 ACTING MUNICIPAL MANAGER

27/01/2020  
 DATE

