

MID-YEAR PERFORMANCE REPORT

*Dr. Beyers Naude
Local Municipality
Mid-Year
Performance
Report 2017-2018*

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DR BEYER'S NAUDE LOCAL MUNICIPALITY

MID-YEAR PERFORMANCE REPORT 01 JULY 2017 – 31 DECEMBER 2017

INTRODUCTION

The purpose of this report is to inform Council, Relevant stakeholders and the Community regarding the progress made with the achievement of key performance indicators, development priorities and objectives as determined in the Service Delivery Budget Implementation Plan (SDBIP) for the First six months of the financial year , 01 July 2017 to 31 December 2017.

1. LEGISLATIVE REQUIREMENTS

- (a) The SDBIP is defined in terms of Section 1 of the Municipal Finance Management Act (MFMA), no. 56 of 2003, and the format of the SDBIP is prescribed by MFMA Circular 13.
- (b) Section 41(1)(e) of the Municipal Systems Act (MSA), no 32 of 2000, prescribes that a process must be established of regular reporting to Council. This process is detailed Performance Management Policy of the Municipality.
- (c) The Audit Committee also emphasized that Quarterly Performance Reports should be submitted for review and tabled before Council to note.

2. BACKGROUND TO THE FORMAT AND MONITORING OF THE SDBIP

2.1 Format

- (a) The SDBIP consists of a Top Layer and Departmental Performance Plan will be developed for each individual department.
- (b) The Top Layer SDBIP measure the achievement of performance indicators with regard to the provision of basic services as prescribed in Section 10 of the Local Government: Municipal Planning and Performance Regulations of 2001, National Key Performance Areas and strategic objectives as detailed in the Integrated Development Plan (IDP). The SDBIP has been noted by the Mayor and Council and any adjustments required to the targets will be submitted to Council for the necessary approval.
- (c) The Departmental Performance Plans will measure the achievement of performance indicators that have been determined with regard to operational service delivery within each department and will be aligned with the SDBIP. The Departmental Performance Plans has to be approved by the Municipal Manager and any adjustments required will be approved by the Municipal Manager.

2.2 Monitoring

- (a) The Municipality utilizes a manual process, whereby actual performance is monitored on a monthly basis.
- (b) On the 10th day of every month, monthly reports from budget driving officials are received, for updates of the previous month's actual performance as a control measure to ensure that performance is updated and monitored on a monthly basis.
- (c) The process requires key performance indicator owners to update **performance output** for each key performance indicator, which provides a clear indication of the actual status and serves as part of the portfolio of evidence for audit purposes.
- (d) In terms of Section 46(1) (a) (iii) of the Municipal Systems Act the Municipality must reflect annually in the Annual Performance Report on measures taken to improve performance, in other words targets not achieved. The process utilized requires **corrective actions/Plan of actions** to be captured for targets not achieved.

ACTUAL PERFORMANCE FOR THE SECOND QUARTER, 01 SEPTEMBER TO 31 DECEMBER 2017

The administration embarked on a process to develop a Service Delivery and Budget Implementation Plan (SDBIP) for the Dr. Beyer's Naude local Municipality. The SDBIP has been tabled and adopted by council. The adopted budget was used to determine allocated funds for Capital Budget Projects for the 2017/2018 financial year and that was included in the SDBIP. On the 1st September 2017, the Municipal Manager, Chief financial officer and Director community services was appointed and draft performance agreements and plans was developed. A 1st quarter SDBIP analysis report has been tabled before council for notification purposes. The administration achieved 67% overall for target achievement of key performance areas during the 2nd quarter. The performance of the administration is displayed in detail within the report.

After the adoption of the adjustment budget in January 2018, the SDBIP will have to be reviewed to include any amendments.

SDBIP ANALYSIS REPORT (ACTUAL PERFORMANCE) – CAPITAL BUDGET PROJECTS - 2017/2018

Infrastructure Development

Number of projects: 9

Number of projects completed/ on Target: 7

Number of projects Not on Target: 2

Percentage on Target: 78%

Total Budget per focus area versus expenditure:

Objective	Strategy	KPI	Wards	Responsible Person	Funding Source	Budget	Expenditure	Expenditure %	PERFORMANCE FOR QUARTER 2				
									Annual Target	Quarter 2 Target	On Target/Not on Target	Actual Output	Reason for Variance and Plan of Action
To adequately increase bulk water storage, upgrade reticulation systems, secure permanent water supply and properly maintain all infrastructure	Upgrade reticulation system by systematically replacing old installations.	Supply and installation of 1 borehole pump, installation of 1 water meter, installation of 1 package water treatment plant. Installation of 1 MCC panel for the package plant in Jansenville by 30 th June 2018.	10,11	Technical Department	External MIG	2,131,800.00	1,419,323,16	67%	4	Appointment of Contractor	On Target	Contractor appointed	n/a

To adequately increase bulk water storage, upgrade reticulation systems, secure permanent water supply and properly maintain all infrastructure	Upgrade reticulation system by systematically replacing old installations.	Construction of uPVC 2100m pipeline in Willowmore by 31 March 2018.	8,9,13	Technical Department	External MIG	3,015,610.00	2,636,946.87	87%	2100m pipeline	Construction 500m.	On Target	Project completed. Completion certificate available. 2150m uPVC pipeline and 3100m uPVC pipeline in Willowmore.	n/a
To adequately increase bulk water storage, upgrade reticulation systems, secure permanent water supply and properly maintain all infrastructure	Upgrade reticulation system by systematically replacing old installations.	Drilling and equipping of 2 boreholes and 1 Hydrological report in Aberdeen by 30 th June 2018.	8,9,13	Technical Department	External MIG	6,158,209.00	558,164,37	9%	2 boreholes and 1 Hydrological report.	Appointment of Contractor	On Target	Contractor appointed	n/a
To adequately increase bulk water storage, upgrade reticulation systems, secure permanent water supply and properly maintain all infrastructure	Upgrade reticulation system by systematically replacing old installations.	Construction of 1 steel reservoir and installation of 315mm bulk rising main in Graaff-Reinet by 30 th June 2018.	2,3,4,5,6,7,14	Technical Department	External RBIG	25,000,000.	14,940,433.	60%	1 Steel Reservoir, 1 rising main	Certificate of Completion	Not On Target	Quarterly report available on progress to date.	Contractor not on Target with construction, currently under penalties.

Solid Waste Disposal Sites (Landfills), that are compliant, have adequate capacity and are properly managed and maintained	Systematically upgrade existing infrastructure; replace and rehabilitate where applicable.	Number of cells constructed in Graaff-Reinet Solid Waste Disposal Facility by 30 th June 2018.	2,3,4,5, 6,7,14	Technical Department	External MIG	3,491,257.62	229, 658.90	7%	2 cells	Clearing the existing site.	On Target	Site was cleared and construction commenced.	Project expected to be completed in January 2018
To adequately upgrade the electrical supply and install the necessary electrical infrastructure , as well as regular maintenance thereof	Conduct an audit of electrification needs and infrastructure in the Dr Beyers Naudé LM.	Installation of 4KM overhead powerlines in Graaff-Reinet AND Electrification of 64 RDP Houses in Willowmore by 30 th June 2018.	8,9,12,13	Electrical Department	External DOE	7,000,000.00	235 484.81 + Roll over amount 1 955 981.03 R 2,191,465	31%	4KM powerline AND 64 RDP houses electrified	Appointment of Contractor	Not On Target	Contractor not appointed	Tender advertised, contractor to be appointed by mid-February 2018.
To adequately upgrade the electrical supply and install the necessary electrical infrastructure , as well as regular maintenance thereof	Conduct an audit of electrification needs and infrastructure in the Dr Beyers Naudé LM.	Number of Standby Transformers Purchased by 30 th June 2018.	1-14	Electrical Department	Internal	300,000	383,176.80	127%	1	n/a	On Target	Project completed. 7 transformers purchased.	n/a

To adequately construct, upgrade or install Streets & Stormwater networks and to maintain them on a regular basis	Systematically upgrade existing infrastructure; replace and rehabilitate where applicable	Construction of 1500m ² roads in Jansenville and 1500m ² roads in Klipplaat by 30 th June 2018.	10,11	Technical Department	External MIG	2,000,000.00	2,724871,16	136%	3000m ²	Construction Of 1000m ²	On Target	Project completed. Completion certificate available.	n/a
To adequately construct, upgrade or install Streets & Stormwater networks and to maintain them on a regular basis	Systematically upgrade existing infrastructure; replace and rehabilitate where applicable	Upgrade 500m of cut - off drain and progress report by 30 th June 2018.	5,6	Technical Department	External MIG	2,739,277.53	199,500	7%	Rehabilitation of 500m cut-off drain and 1 progress report.	Design report	On Target	Tender advertised for contractor.	n/a

Community Development

Number of projects: 1

Number of projects completed/ on Target: 0

Number of projects Not on Target: 1

Percentage on Target: 0%

Total budget per focus area versus expenditure:

Objective	Strategy	KPI	Wards	Responsible Person	Funding Source	Budget	Expenditure	Expenditure %	PERFORMANCE FOR QUARTER 2				
									Annual Target	Quarter 2 Target	On Target/Not on Target	Actual Output	Reason for Variance and Plan of Action
To significantly reduce and mitigate the negative impact of disasters and to upgrade road traffic and pedestrian safety, with regular maintenance on installations and infrastructure as an ongoing concern.	Source funding to upgrade the Fire-fighting service	Number of Audits conducted to determine how many Fire Hydrants to be installed by 30 th June 2018	2,3,4,5,7,14	Protection Service Department	External SBDM Fire Grant	90,200.00	0	0%	1	Audit to be conducted to investigate what is still outstanding for conversion to pillar post.	Not on Target	None	Funding from the SBDM not yet received. However, the SLA has been signed in November by DBNLM – awaiting transfer of funds. Once funding is available, the audit will be conducted

Institutional Development

Number of projects: 15

Number of projects completed/ on Target: 9

Number of projects Not on Target: 6

Percentage on Target: 60%

Total budget per focus area versus expenditure:

Objective	Strategy	KPI	Wards	Responsible Person	Funding Source	Budget	Expenditure	Expenditure %	PERFORMANCE FOR QUARTER 2				
									Annual Target	Quarter 2 Target	On Target/Not on Target	Actual Output	Reason for Variance and Plan of Action
To provide sufficient operational requirements , furnish and equip the relevant offices and venues, in order to improve efficiency of all departments, their staff and the Municipality's levels of service delivery, as well as be	Equip offices and areas of service delivery with adequate resources	Upgrade 1 Fire Station in Graaff-Reinet by 30 th June 2018.	2	Protection Service Department	External	3,675,500.00	0	0%	1	Construction	Not On Target	None	Project held in abeyance as part of cash-flow management. Project implementation to start in Q3

legally compliant													
To improve service delivery by replacing the current fleet with more reliable vehicles.	Purchase vehicles or plant required for delivering the necessary services.	Number of 4X4 LDV's purchased by 31 December 2018.	Institutional	Protection Service Department	External	250,000.00	0	0%	1	Delivery of Vehicle	Not On Target	None	Funding from the SBDM not yet received. However, the SLA was signed in November by DBNLM – awaiting transfer of funds. Once funding is available, the procurement process will commence.
To provide sufficient operational requirements, furnish and equip the relevant offices and venues, in order to improve efficiency of all departments, their staff and the Municipality's levels of service delivery, as well as be legally compliant	Equip offices and areas of service delivery with adequate resources.	Number of Air conditioners purchased by 30 September 2017.	Institutional	Supply Chain/Assets Department	External	20,000.00	0	0%	2	Purchased, delivery and Installation of Air conditioner	Not On Target	Ordered, awaiting delivery	Follow up with supplier on delivery

To provide sufficient operational requirements , furnish and equip the relevant offices and venues, in order to improve efficiency of all departments, their staff and the Municipality's levels of service delivery, as well as be legally compliant	Equip offices and areas of service delivery with adequate resources.	Purchase 4 Cabinets, 3 Shelves, 14 Tables, and 21 Chairs by 31 December 2017.	Institutional	Finance Department	External FMG	150,000.00	0	0%	42	Purchase and Delivery of Office Furniture	Not On Target	3 Air conditioners purchased for new directors	Target to be adjusted with adjustment budget due to change of FMG business plan
To provide sufficient operational requirements , furnish and equip the relevant offices and venues, in order to improve efficiency of all departments, their staff and the Municipality's levels of service delivery, as well as be	Equip offices and areas of service delivery with adequate resources.	Number of Polishers and Vacuum cleaners to be purchased by 30 th September 2017.	Institutional	Finance Department	External FMG	30,000.00	12 800.00	43%	43	n/a	On Target	Purchased 1 Polisher, 1 Vacuum cleaner and 1 Micro-wave	Target to be adjusted with adjustment budget due to change of FMG business plan

legally compliant													
To provide sufficient operational requirements , furnish and equip the relevant offices and venues, in order to improve efficiency of all departments, their staff and the Municipality's levels of service delivery, as well as be legally compliant	Equip offices and areas of service delivery with adequate resources.	Number of Specialised Occupational Health and Safety (Fire) equipment purchased by 31 December 2017.	Institutional	Protection Service Department	Internal/ External	78,700.00	0	0%	14	Purchased and Delivery of Equipment	Not On Target	None	Equipment to be purchased in Q3
To provide sufficient operational requirements , furnish and equip the relevant offices and venues, in order to improve efficiency of all departments, their staff and the Municipality's levels of	Equip offices and areas of service delivery with adequate resources.	Number of Specialised Occupational Health and Safety (VTS) Equipment Purchased By 31 December 2017.	Institutional	Protection Service Department	External Urban Transport	25,000.00	0	0%	5	Purchased and Delivery of Equipment	Not On Target	None	Equipment to be purchased in Q3

service delivery, as well as be legally compliant.													
To provide sufficient operational requirements, furnish and equip the relevant offices and venues, in order to improve efficiency of all departments, their staff and the Municipality's levels of service delivery, as well as be legally compliant	Equip offices and areas of service delivery with adequate resources.	Number of Hand – Held devices purchased for meter reading throughout the Dr. Beyer's Naude Local Municipality 31 December 2017.	Institutional	Finance Department	External FMG	70,000.00	2 758.00	4%	4	Request quotation from Service provider. Purchased and delivery of Equipment.	Not On Target	None	Bid committees only appointed in second quarter, Tender request and advertisement to be done in Quarter 3 and order and deliver to be completed in quarter 4.
To improve overall efficiency of ICT – administration, billing, record keeping, information sharing and communication; to ensure optimal, cost-effective production	Conduct a comprehensive ICT audit.	Number of Exchange Hosted mailboxes purchased By 30 September 2018.	Institutional	Finance Department	External FMG	70,000.00	0	0%	10	n/a	On Target	37 Exchange hosted mailboxes purchased in the 1 st quarter.	n/a

and quality service delivery													
To improve overall efficiency of ICT ~ administration, billing, record keeping, information sharing and communication; to ensure optimal, cost-effective production and quality service delivery	Conduct a comprehensive ICT audit.	Number of Windows pro licenses purchased by 30 September 2017.	Institutional	Finance Department	External FMG	40,000.00	0	0%	10	n/a	On Target	37 Windows pro licenses purchased during the 1 st quarter.	n/a
To improve overall efficiency of ICT ~ administration, billing, record keeping, information sharing and communication; to ensure optimal, cost-effective production and quality service delivery	Conduct a comprehensive ICT audit.	Number of Microsoft Office H&B Licences purchased by 31 September 2017.	Institutional	Finance Department	External FMG	50,000.00	0	0%	10	n/a	On Target	37 Microsoft Office H&B Licences purchased in the 1 st quarter.	n/a

To improve overall efficiency of ICT ~ administration, billing, record keeping, information sharing and communication; to ensure optimal, cost-effective production and quality service delivery	Conduct a comprehensive ICT audit.	Purchased 1 drill, 2 step ladder, 1 glue gun, 1 crimping tool, 1 network tester) by 31 December 2017.	Institutional	Finance Department	External FMG	10,000.00	1 031.50	10%	6	Purchase and Delivery of IT Hardware.	Not On Target	Quotations has been sourced. Procurement in progress	n/a
To improve overall efficiency of ICT ~ administration, billing, record keeping, information sharing and communication; to ensure optimal, cost-effective production and quality service delivery	Conduct a comprehensive ICT audit.	Number of PC/Laptops purchased by the 31 st December 2017.	Institutional	Finance Department	External FMG	250,000.00	120, 225.21	48%	10	Purchase and delivery of 10 PC/Laptops	On Target	37 Laptops purchased during the 1 st quarter.	n/a
To improve overall efficiency of ICT ~ administration, billing, record	Identify areas in need of systems upgrade and formulate appropriate ICT Plan &	Upgrade Servers and Networks in Dr.Beyers Naude Municipality	Institutional	Finance Department	External FMG	200,000	0	0%	1	Upgrade Technical Building Network and Wireless	On Target	Server upgrade completed. Networks Tender	n/a

keeping, information sharing and communication; to ensure optimal, cost-effective production and quality service delivery	Policies (including IT Disaster Recovery).	by 30 th June 2018.								(Auditorium Included)		advertised, Tender 97	
To improve overall efficiency of ICT ~ administration, billing, record keeping, information sharing and communication; to ensure optimal, cost-effective production and quality service delivery	Conduct a comprehensive ICT audit.	Number of Vending Machines purchased by 31 December 2017.	Institutional	Finance Department	External FMG	220,000.00	5 573.00	3%	4	Source quotations	Not on Target	Tender 76 of 2017 was advertised, however no responsive tenders were received. Thus no appointment could be made.	n/a

SERVICE DELIVERY TARGETS AND PERFORMANCE INDICATORS

Development Priority: Infrastructure Development

Number of Indicators: 9

Number of indicators on Target: 7

Number of indicators Not on Target: 2

Percentage on Target: 78%

Development Priority: Community Development

Number of Indicators: 5

Number of indicators on Target: 2

Number of indicators Not on Target: 3

Percentage on Target: 40%

Development Priority: Institutional Development

Number of Indicators: 18

Number of indicators on Target: 10

Number of indicators Not on Target: 8

Percentage on Target: 56%

Development Priority: Local Economic Development

Number of Indicators: 9

Number of indicators on Target: 6

Number of indicators Not on Target: 3

Percentage on Target: 67%

Development Priority: Back to Basics – Good Governance

Number of Indicators: 13

Number of indicators on Target: 8

Number of indicators Not on Target: 5

Percentage on Target: 62%

Development Priority: Back to Basics – Sound Financial Management

Number of Indicators: 11

Number of indicators on Target: 9

Number of indicators Not on Target: 2

Percentage on Target: 82%

OVERALL

Total Number of Key Performance Indicators per KPA = 63

Number of Key Performance Indicators on Target/Completed = 42

Number of Key Performance Indicators Not on Target = 23

Percentage on Target = 67%

INFRASTRUCTURE DEVELOPMENT - KPA – Infrastructure and Service Delivery								PERFORMANCE MILESTONES				
KPA	Objective	Strategy	Department	KPI	Budget	Expenditure	Expenditure %	Annual Target	Quarter 2 Target	On Target/Not on Target	Actual Output	Reason for Variance and Plan of Action
Infrastructure and Service Delivery	To adequately increase bulk water storage, upgrade reticulation systems, secure permanent water supply and properly maintain all infrastructure.	Identify and implement suitable Projects.	Engineering and Planning	Clean 6 reservoirs to reduce turbidity by 30 June 2018.	274, 943.00	80,000.00	29%	6	0	On Target	6 reservoirs cleaned.	n/a
Infrastructure and Service Delivery	For all households to have uninterrupted access to good quality, potable water.	Implement Action Plans contained in WSDP and ensure that proper controls and monitoring measures are in place	Engineering and Planning	Monitor water quality through taking 13 Samples per month.	285,783.00	397,250.00	139%	156	39 Samples	On Target	118 samples taken In 2 nd quarter.	n/a

Infrastructure and Service Delivery	For all households to have uninterrupted access to good quality, potable water	Implement Action Plans contained in WSDP and ensure that proper controls and monitoring measures are in place	Community Services	Monitor water quality and report to Department of Engineering and Planning and caution community or Department if there is any findings on water samples tested. Re-test if there is findings	70,400.00	0	0%	24	6 Samples	On Target	4 water samples taken 2 resampling done	Testing is done in conjunction with Technical Services
Infrastructure and Service Delivery	For all households to have uninterrupted access to good quality, potable water.	Implement Action Plans contained in WSDP and ensure that proper controls and monitoring measures are in place	Engineering and Planning	Percentage compliance with drinking water quality standards (micro-bacteriological) quarterly.	n/a	n/a	n/a	80%	80%	On Target	99.7%	n/a
Infrastructure and Service Delivery	To adequately upgrade the electrical supply and install the necessary electrical infrastructure, as well as regular maintenance thereof.	Identify and implement suitable Electrification Projects	Engineering and Planning (Electrical Services)	Number of oil test sample reports for a Transformer by 30 June. 2018.	60,000.00	0	0%	1	0	On Target	No output required for this quarter.	n/a

Infrastructure and Service Delivery	Effective recycling programmes that will reduce waste volumes at landfill site and create economic opportunities for the Community	Step up educational campaigns to encourage all citizens to take pride in their areas and keep them clean; to recycle at source	Community Services	Number of Waste management Campaigns held at ward meetings, schools and other institutions by 30 th June 2018.	25, 000.00	0	0%	12	3 waste management campaigns per quarter	Not on Target	None	Official responsible for campaigns were on long-term medical incapacity.
Infrastructure and Service Delivery	The eradication of illegal dumping and littering and creation of clean and healthy urban areas and surrounding environment	Provide adequate waste disposal facilities and containers, as well as regular waste removal service	Community Services	Number of quarterly reports on Cleaning of all illegal dumping sites and waste skips by 30h June 2018.	75,000.00	0	0%	4	Quarterly report on cleaning of all wards	On Target	All illegal dumping in wards were cleaned.	n/a
Infrastructure and Service Delivery	The eradication of illegal dumping and littering and creation of clean and healthy urban areas and surrounding environment	Provide adequate waste disposal facilities and containers, as well as regular waste removal service	Community Services	Number of skips placed in all wards prone to illegal dumping, monitor it regularly and remove dumping	130,000.00	0	0%	20	All wards prone to illegal dumping (5 skips)	Not on Target	None	Procurement of skip bins will commence in Q3
Infrastructure and Service Delivery	The eradication of illegal dumping and littering and creation of	Provide adequate waste disposal facilities and	Community Services	Number of reports on cleaning parks and all recreational	75, 000.00	0	0%	4	Quarterly report on cleaning of all wards	On Target	All wards recreational areas and parks were cleaned	n/a

	clean and healthy urban areas and surrounding environment	containers, as well as regular waste removal service		areas by 30 th June 2018.								
COMMUNITY DEVELOPMENT –KPA – Good Governance									PERFORMANCE MILESTONES			
KPA	Objective	Strategy	Department	KPI	Budget	Expenditure	Expenditure %	Annual Target	2 nd Quarter Target	On Target/Not on Target	Actual Output	Reason for Variance and Plan of Action
Good Governance	To significantly reduce and mitigate the negative impact of disasters and to upgrade road traffic and pedestrian safety, with regular maintenance on installations and infrastructure as an ongoing concern.	Regularly review and update the Municipality's Disaster Management Plan and ensure that it incorporates threats identified throughout the region	Protection Services	Number of reviews and update of Disaster Management Plan as approved by Council.	n/a	n/a	n/a	1	Draft Disaster Management Plan submit to all stakeholders for input	Not on Target	None	SBDM has not yet finalized the formulation of the Disaster Assessment Plan which would inform the formulation of the Disaster Management Plan
Good Governance	To fully involve, capacitate and empower the SPU Sector, with special focus on the Disabled, Youth and Women.	Design programmes and arrange events that will encourage the participation of the SPU sector,	Municipal Manager/ SPU unit	Monitor 9 Sports & Cultural events Organized for the Community through reports submitted by SPU Officer to the Office of the Municipal	150,000.00	80 000	53%	9	National Day for disabled persons, World Aids Day, Reconciliation Day and Opening of the festive season	On Target	National Day for disabled persons, 16 days of activism against women and children, World Aids Day, Reconciliation Day and	n/a

		especially the Disabled, Youth and Women.		Manager by 30 th June 2018.							Opening of the festive season	
Good Governance	To fully involve, capacitate and empower the SPU Sector, with special focus on the Disabled, Youth and Women.	Design programmes and arrange events that will encourage the participation of the SPU sector, especially the Disabled, Youth and Women.	Municipal Manager/ SPU Unit	Number of SPU Consultative Forums established, namely: Youth Council, Local Sports Council, Local Aids Council, Women's Forum and Disabled Forum by 30 September 2017.	50,000.00	0	0%	4	Youth forum	Not On Target	n/a	Youth Forum to be established before the end of the financial year due to the vastness of the municipality and the technicalities that relates to the establishment of this forum.
Good Governance	To fully involve, capacitate and empower the SPU Sector, with special focus on the Disabled, Youth	Design programmes and arrange events that will encourage the participation of the SPU sector, especially the Disabled, Youth and Women.	Municipal Manager/ SPU Unit	Monitor effectiveness of SPU consultative councils/ Forums by providing quarterly reports to the office of the Municipal Manager.	n/a	n/a	n/a	4	Quarterly report on all councils/ forums	On Target	Quarterly report available	n/a

Good Governance	To fully involve, capacitate and empower the SPU Sector, with special focus on the Disabled, Youth	Design programmes and arrange events that will encourage the participation of the SPU sector, especially the Disabled, Youth and Women.	Municipal Manager/ SPU Unit	Number of training programmes for vulnerable groups especially youth and disabled citizens by 30 th June 2018.	100,000.00	11,000	11%	8	Skills development training Steytlerville and Willomore. Computer training in Willomore/ Steytlerville/ Rietbron through the year	On Target	NYDA training in Graaff-Reinet from the 8 th - 13 th October 2017. Computer training in Willomore/ Steytlerville/ Rietbron is ongoing throughout the financial year.	n/a
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INSTITUTIONAL DEVELOPMENT - KPA – Organisational Transformation & Institutional Development								PERFORMANCE MILESTONES				
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KPA	Objective	Strategy	Department	KPI	Budget	Expenditure	Expenditure %	Annual Target	Quarter 2 Target	On Target/Not on Target	Actual Output	Reason for Variance and Plan of Action
Organisational Transformation & Institutional Development	To recruit staff with adequate qualifications, skills, training and experience.	Finalise the review of the Staff Establishment as a matter of urgency	Corporate Services (HR)	Develop an organizational structure by 30 December 2017.	200,000.00	200,000.00	100%	1	n/a	On Target	Organogram adopted by council in September 2017	n/a
Organisational Transformation & Institutional Development	To recruit staff with adequate qualifications, skills, training and experience.	Finalise the review of the Staff Establishment as a matter of urgency.	Corporate Services (HR)	100% Implementation of placement policy through placement of staff based on approved Staff establishment by 31 March 2018	n/a	n/a	n/a	100%	Finalize job descriptions for each proposed post in staff establishment, and commence with placement of staff.	Not On Target	Implementation task team has been established. Workshop on job evaluation process commenced.	Action plan has been adopted by management to deal with all human resource matters including job description and placement.

Organisational Transformation & Institutional Development	To provide sufficient operational requirements, furnish and equip the relevant offices and venues, in order to improve efficiency of all departments, their staff and the Municipality's levels of service delivery, as well as be legally compliant.	Implement Plan & Policies and upgrade systems accordingly ; provide suitable training to enable staff to utilize these systems optimally and correctly.	Corporate Services (HR)	Number of Delegation registers developed by 31 December 2017.	n/a	n/a	n/a	1	Workshop plan with all stakeholders. And Adoption and approval by Council	On Target	Delegation register adopted by council.	Develop sub-delegation register.
Organisational Transformation & Institutional Development	To provide sufficient operational requirements, furnish and equip the relevant offices and venues, in order to improve efficiency of all departments, their staff and the Municipality's levels of service delivery, as well as legally compliant	Implement Plan & Policies and upgrade systems accordingly ; provide suitable training to enable staff to utilize these systems optimally and correctly.	Corporate Services (HR)	Number of employment equity plans developed by 31 December 2017.	n/a	n/a	n/a	1	Workshop with Council and stakeholders. Table before Council for adoption.	Not on Target	Task team appointed for compiling of Employment Equity Plan. Plan can only be developed after placement is finalised.	n/a

Organisational Transformation & Institutional Development	To provide sufficient operational requirements, furnish and equip the relevant offices and venues, in order to improve efficiency of all departments, their staff and the Municipality's levels of service delivery, as well as be legally compliant.	Implement Plan & Policies and upgrade systems accordingly ; provide suitable training to enable staff to utilize these systems optimally and correctly.	Corporate Services (HR)	Develop a workplace skills plan with an annual training report by 30 th April 2018.	n/a	n/a	n/a	1	Development of workplace skills plan and annual training report.	On Target	Workplace skills plan developed.	n/a
Organisational Transformation & Institutional Development	To provide sufficient operational requirements, furnish and equip the relevant offices and venues, in order to improve efficiency of all departments, their staff and the Municipality's levels of service delivery, as well as be legally compliant.	Implement Plan & Policies and upgrade systems accordingly ; provide suitable training to enable staff to utilize these systems optimally and correctly.	Finance	Review 13 Financial Policies and table before Council for approval by 30 June 2018.	n/a	n/a	n/a	13	n/a	On Target	No output required for this quarter.	n/a

Organisational Transformation & Institutional Development	To provide sufficient operational requirements, furnish and equip the relevant offices and venues, in order to improve efficiency of all departments, their staff and the Municipality's levels of service delivery, as well as be legally compliant.	Implement Plan & Policies and upgrade systems accordingly ; provide suitable training to enable staff to utilize these systems optimally and correctly.	Municipal Manager/ PMS/ Communications	Develop or Review 2 plans/strategies/policies and table before Council for approval by 30 June 2018.	n/a	n/a	n/a	2	n/a	On Target	No output required for this quarter.	n/a
Organisational Transformation & Institutional Development	To provide sufficient operational requirements, furnish and equip the relevant offices and venues, in order to improve efficiency of all departments, their staff and the Municipality's levels of service delivery, as well as be legally compliant.	Implement Plan & Policies and upgrade systems accordingly ; provide suitable training to enable staff to utilize these systems optimally and correctly.	Corporate Services (HR)	Number of HR policies reviewed by 31 st December 2017	n/a	n/a	n/a	10	Review 4 Policies and workshop Council and stakeholders on all reviewed policies. Table policies before Council for adoption	Not on Target	To date 8 policies have been reviewed and been adopted by council.	2 remaining policies to be reviewed, workshopped and tabled before council.

Organisational Transformation & Institutional Development	To provide sufficient operational requirements, furnish and equip the relevant offices and venues, in order to improve efficiency of all departments, their staff and the Municipality's levels of service delivery, as well as legally compliant	Implement Plan & Policies and upgrade systems accordingly ; provide suitable training to enable staff to utilize these systems optimally and correctly.	Engineering and Planning (Town Planning)	Number of SPAZA Shop policies reviewed by 31 December 2017	n/a	n/a	n/a	1	Review policy and workshop Council and Stakeholders. Table before Council for adoption	Not On Target	Spaza shop policy reviewed and distributed to all councillors for inputs. Policy to be workshopped in the 3 rd Quarter.	n/a
Organisational Transformation & Institutional Development	To provide sufficient operational requirements, furnish and equip the relevant offices and venues, in order to improve efficiency of all departments, their staff and the Municipality's levels of service delivery, as well as be legally compliant.	Implement Plan & Policies and upgrade systems accordingly ; provide suitable training to enable staff to utilize these systems optimally and correctly.	Finance (Supply Chain)	Prepare Supply Chain Management Implementation Compliance through 4 quarterly reports by 30 June 2018.	n/a	n/a	n/a	3	1 Quarterly SCM Report	On Target	1 Quarterly SCM Report	n/a

Organisational Transformation & Institutional Development	To provide sufficient operational requirements, furnish and equip the relevant offices and venues, in order to improve efficiency of all departments, their staff and the Municipality's levels of service delivery, as well as be legally compliant.	Implement Plan & Policies and upgrade systems accordingly ; provide suitable training to enable staff to utilize these systems optimally and correctly.	Finance (Supply Chain/ Asset)	Conduct quarterly Assets reconciliation between AR and GL. 4 quarterly reports by 30 June 2018.	n/a	n/a	n/a	3	Recon assets register with GL and provide a report	Not On Target	None	Quarterly reconciliations to be completed immediately as from quarter 3
Organisational Transformation & Institutional Development	To provide sufficient operational requirements, furnish and equip the relevant offices and venues, in order to improve efficiency of all departments, their staff and the Municipality's levels of service delivery, as well as be legally compliant.	Implement Plan & Policies and upgrade systems accordingly ; provide suitable training to enable staff to utilize these systems optimally and correctly.	Finance (Supply Chain)	Develop and Monitor Contract register for all service providers and provide quarterly reports.	n/a	n/a	n/a	4	Contract register Report	Not on target	None	Challenges were experience with this function as the official responsible for this function resigned. Quarterly reports to be completed immediately as from quarter 3

Organisational Transformation & Institutional Development	Improved performance through effective PMS	Quarterly institutional performance reports to Council.	Municipal Manager/ PMS unit	4 quarterly SDBIP Performance reports submitted to Council by 30 June 2018, to inform Council of Institutional Performance	n/a	n/a	n/a	4	1 SDBIP Performance report submitted to Council By January 2018.	On Target	Mid-Year performance report,	n/a
Organisational Transformation & Institutional Development	To develop a performance management culture within the Municipality	Develop performance plans for Managers	Municipal Manager/ PMS unit	Number of performance plans developed by Cascading performance management to management level by 31 March 2018.	n/a	n/a	n/a	20	10 performance plans developed	Not On Target	Cascading performance to other levels is depended on the placement of staff, however draft plans for some existing positions are in place.	Cascading of performance management to commence in the 4 th quarter.
Organisational Transformation & Institutional Development	Improved performance through effective PMS	Train staff for operation of institutional PMS	Municipal Manager/ PMS unit	Number of staff trained on the performance management system by 31 March 2017.	n/a	n/a	n/a	100%	n/a	On Target	No output required for this quarter, however, training on system will commence once automated system is available and loaded with performance plans and SDBIP.	n/a
Organisational Transformation & Institutional Development	To provide sufficient operational requirements, furnish and	Implement Plan & Policies and upgrade	Corporate Services/ Administration	Monitor Council resolutions by providing 4 quarterly	n/a	n/a	n/a	4	1	Not on Target	Resolution register developed,	Quarterly report on resolutions implemented to be tabled to

	equip the relevant offices and venues, in order to improve efficiency of all departments, their staff and the Municipality's levels of service delivery, as well as be legally compliant.	systems accordingly ; provide suitable training to enable staff to utilize these systems optimally and correctly		reports on the implementation of council resolutions.							and approved by council.	EXCO in February 2018.
Organisational Transformation & Institutional Development	To provide sufficient operational requirements, furnish and equip the relevant offices and venues, in order to improve efficiency of all departments, their staff and the Municipality's levels of service delivery, as well as be legally compliant.	Implement Plan & Policies and upgrade systems accordingly ; provide suitable training to enable staff to utilize these systems optimally and correctly.	Finance/ Supply Chain	Compile a Lease Register with a list of all signed lease agreements by 30 June 2017.	n/a	n/a	n/a	1	Update register with all signed lease agreements	On Target	Lease register updated	n/a
Organisational Transformation & Institutional Development	To provide sufficient operational requirements, furnish and	Implement Plan & Policies and upgrade	Corporate Services (HR)	Report on all disciplinary hearings on a	n/a	n/a	n/a	4	Report on all disciplinary hearing	On Target	Quarterly report on disciplinary hearings tabled before	n/a

	equip the relevant offices and venues, in order to improve efficiency of all departments, their staff and the Municipality's levels of service delivery, as well as be legally compliant.	systems accordingly ; provide suitable training to enable staff to utilize these systems optimally and correctly.		quarterly basis to EXCO.							EXCO and Council.	
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LOCAL ECONOMIC DEVELOPMENT								PERFORMANCE MILESTONES				
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KPA	Objective	Strategy	Department	KPI	Budget	Expenditure	Expenditure %	Annual Target	Quarter 2 Target	On Target/Not on Target	Actual Output	Reason for Variance and Plan of Action
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Local Economic Development	Job Creation, BEE & Partnerships, SMME, Industrial and Sector Development, Skills Development, Mainstreaming of 2 nd Economy, Youth and Women	Support, encourage and facilitate value-adding initiatives, programmes and projects.	Municipal Manager/ LED Officer	Profiling and building capacity in SMMEs – 4 new SMMEs trained in (Export and Business Training) by 30 June 2017.	n/a	n/a	n/a	4	Train 1 SMME	Not on target	No SMME trained during quarter	All were trained during the first quarter. No new request.
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Local Economic Development	Job Creation, BEE& Partnerships, SMME,	Support, encourage and facilitate	Municipal Manager	Number of people employed through the	n/a	n/a	n/a	200	Quarterly reports to Council - with 25	On Target	October 211, December 188	n/a
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	Industrial and Sector Development, Skills Development, Mainstreaming of 2 nd Economy, Youth and Women	value-adding initiatives, programmes and projects		EPWP Labour intensive programme to address high unemployment rate by 30 June 2017.					people employed		with quarterly report.	
Local Economic Development	SUSTAINABLE JOB CREATION ♦ BEE & PARTNERSHIPS ♦ SMME, INDUSTRIAL AND SECTOR DEVELOPMENT ♦ SKILLS DEVELOPMENT ♦ MAINSTREAMING OF 2ND ECONOMY, YOUTH, DISABLED & WOMEN	Support, encourage and facilitate value-adding initiatives, programmes and projects	Municipal Manager/ LED Unit	Number of labourers employed for the project: Reconstruction of Lincom and Asherville schools In Graaff-Reinet by 30 June 2018.	n/a	n/a	n/a	100	n/a	On Target	No output required for this quarter	n/a
Local Economic Development	SUSTAINABLE JOB CREATION ♦ BEE & PARTNERSHIPS ♦ SMME, INDUSTRIAL AND SECTOR DEVELOPMENT ♦ SKILLS	Support, encourage and facilitate value-adding initiatives, programme	Municipal Manager/ LED Unit	Number of SMME's employed for the project: Reconstruction of Lincom and Asherville schools In Graaff-Reinet	n/a	n/a	n/a	16	n/a	On Target	No output required for this quarter	n/a

	DEVELOPMENT ♦ MAINSTREAMING OF 2ND ECONOMY, YOUTH, DISABLED & WOMEN	s and projects		by 30 June 2018								
Local Economic Development	SUSTAINABLE JOB CREATION ♦ BEE & PARTNERSHIPS ♦ SMME, INDUSTRIAL AND SECTOR DEVELOPMENT ♦ SKILLS DEVELOPMENT ♦ MAINSTREAMING OF 2ND ECONOMY, YOUTH, DISABLED & WOMEN	Develop LED Strategic Plan with an economic Vision for the Municipality	Municipal Manager/ LED Unit	Number of commonage plans developed by the 30 th June 2018.	n/a	n/a	n/a	1	Apply for funding from SBDM.	On Target	Funding has been approved by SBDM, SLA available, however they have not transferred the funding.	
Local Economic Development	SUSTAINABLE JOB CREATION ♦ BEE & PARTNERSHIPS ♦ SMME, INDUSTRIAL AND SECTOR DEVELOPMENT ♦ SKILLS DEVELOPMENT ♦ MAINSTREAMING OF 2ND ECONOMY, YOUTH, DISABLED & WOMEN	Support, encourage and facilitate value-adding initiatives, programmes and projects	Municipal Manager/ LED Unit	Assistance and development of SMME's by 30 June 2016	36,728.	9 500.00	26%	5	Assist and develop 3 SMME's	On Target	6 potential SMME's identified to be supported based on proposals received.	n/a

	ECONOMY, YOUTH, DISABLED & WOMEN											
Local Economic Development	SUSTAINABLE JOB CREATION ♦ BEE & PARTNERSHIPS ♦ SMME, INDUSTRIAL AND SECTOR DEVELOPMENT ♦ SKILLS DEVELOPMENT ♦ MAINSTREAMING OF 2ND ECONOMY, YOUTH, DISABLED & WOMEN	Develop LED Strategic Plan with an economic Vision for the Municipality	Municipal Manager /LED Unit	Develop a Tourism strategy by 31st December 2017	n/a	n/a	n/a	1	Workshop Tourism strategy	Not On Target	No output	No funding available, needs to be outsourced
Local Economic Development	SUSTAINABLE JOB CREATION ♦ BEE & PARTNERSHIPS ♦ SMME, INDUSTRIAL AND SECTOR DEVELOPMENT ♦ SKILLS DEVELOPMENT ♦ MAINSTREAMING OF 2ND ECONOMY, YOUTH, DISABLED & WOMEN	Develop LED Strategic Plan with an economic Vision for the Municipality	Municipal Manager /LED Unit	Develop LED Strategy by 31st December 2017	n/a	n/a	n/a	1	Workshop LED strategy	Not On Target	No output	No funding available, needs to be outsourced

	DISABLED & WOMEN											
Local Economic Development	Creating and enabling environment to attract investment that generates economic growth and job creation	Implement strategic LED Action and Interventions with the aim of creating networks, linkages, referral & support systems, appropriate policies, by-laws, incentives, services and infrastructure that will stimulate and facilitate LED, attract investment, encourage establishment and growth of business and industry in the Dr. Beyers Naude LM.	Municipal Manager /LED Unit	Implement 2 initiatives identified by the Mohair summit by 30 th June 2018.	400,000	0	0%	2	1. Planning and Marketing for SMME Imbizo to be held in March 2018. 2. Planning for Mohair empowerment trust.	On Target	Planning commenced. MOU has been drafted and signed by the Mayor, COGTA and Mohair South Africa.	n/a

BACK TO BASICS – KPA – Good Governance & Public Participation								PERFORMANCE MILESTONES				
KPA	Objective	Strategy	Department	KPI	Budget	Expenditure	Expenditure %	Annual Target	Quarter 2 Target	On Target/Not on Target	Actual Output	Reason for Variance and Plan of Action
Good Governance & Public Participation	To become the best performing Municipality, in all respects.	Developing a credible Integrated Development Plan that will address the developmental needs of our Community .	Municipal Manager/ IDP Unit	A reviewed and credible IDP for 2018/19	n/a	n/a	n/a	1	(a) 14 x Ward-based Planning Public Participation Meetings	Not on Target	(a) 13 wards were visited.	Ward 12 councillor was unable to hold his community meeting. It will be incorporated during mayoral outreach in April 2018.
									(b) 1 x reviewed CBP Report (inclusive of Ward Development Priorities),	On Target	(b) 1 CBP report, prelim report was circulated in October and final in November 2017.	
									(c) 1 x IDP SC meetings,	On Target	(c) 1 x IDP SC held	
									(d) 1 x IDP RF meeting,	On Target	(d) 1 x IDP RF meeting	
									(e) 1 st Draft IDP Project Register.	On Target	(e) 1 st draft Project Register.	
Good Governance & Public Participation	To become the best performing Municipality, in all respects.	Having a fully functional Council, with Standing Committee	Corporate Services (Administration)	Number of Meetings held in terms of year planner by 30 June 2017.	n/a	n/a	n/a	8	Ensure that Standing Committee meetings are held, one	On Target	Meetings held as per year planner.	n/a

		s, Fora and other structures.		(4 Ordinary Council Meetings and 4 Standing Committee meetings)					Ordinary Council Meeting and a Special Council meeting in terms of the year planner. Monthly Resolution Implementation Report submitted to MM.			
Good Governance & Public Participation	To become the best performing Municipality, in all respects.	Ensuring that Ward Committees have been established and are functioning properly, and that a CDW has been appointed in each Ward	Municipal Manager	CDW's deployed at ward level with monthly report submission.	n/a	n/a	n/a	12	3 monthly reports from each CDW.	Not on Target	Only 7 CDW's deployed in DBNLM.	Municipality is depended on COGTA to finalize deployment process.
Good Governance & Public Participation	To become the best performing Municipality, in all respects.	Having a fully functional Council, with Standing Committees, Fora and other structures.	Corporate Services (Administration)	Number of MPAC meetings to assist with oversight function until 30 June 2018.	n/a	n/a	n/a	4	Organise MPAC meeting	On Target	1 Meeting held	n/a

Good Governance & Public Participation	To become the best performing Municipality, in all respects.	Having a fully functional Council, with Standing Committees, Fora and other structures.	Corporate Services (Administration)	Number of Audit Committee meetings to assist with oversight function until 30 June 2018.	n/a	n/a	n/a	4	Organise Audit Committee meeting	Not on Target	Audit committee meeting was to be held in December 2017, however rescheduled.	Audit committee meeting rescheduled to February 2018
Good Governance & Public Participation	To become the best performing Municipality, in all respects	Installing and maintaining effective and efficient communications and other systems that will improve information-sharing, enhance public participation and promote socio-economic development.	Corporate Services (HR)	Ensure that the LLF is functioning properly and fulfilling its mandate by having 6 Meetings annually	n/a	n/a	n/a	6	2 Meetings	Not on Target	2 meetings were scheduled, however only one commence and the other postponed/	n/a
Good Governance & Public Participation	To become the best performing Municipality, in all respects.	Installing and maintaining effective and efficient communications and other systems	Municipal Manager /Communications	Implement Communication Action Plans by providing quarterly progress reports by 30 th June 2018.	n/a	n/a	n/a	4	Improve internal communication by executing communication action plan and report progress to	On Target	Implementation of action plan by having regular meetings with staff in various service areas to inform staff of internal processes,	n/a

		that will improve information-sharing, enhance public participation and promote socio-economic development.							the Municipal Manager		quarterly report on action plan implementation submitted to office of the municipal manager.	
Good Governance & Public Participation	To become the best performing Municipality, in all respects	Installing and maintaining effective and efficient communications and other systems that will improve information-sharing, enhance public participation and promote socio-economic development.	Municipal Manager /Communications	Number of quarterly External Newsletters distributed to stakeholders by 30 th June 2018	19,500.	15,600	82%	60 000	15000 Quarterly External Newsletters distributed.	Not On Target	7000 printed and distributed	Printing resources not readily available.
Good Governance & Public Participation	To become the best performing Municipality, in all respects.	Installing and maintaining effective and efficient communications	Municipal Manager /Communications	Number of Interviews Held with the Mayor and submitted to the local Newspaper	n/a	n/a	n/a	4	Quarterly interviews with the Mayor and submit to the Local Newspaper	On Target	Mayor's season greeting interview printed in holiday guide	n/a

		tions and other systems that will improve information-sharing, enhance public participation and promote socio-economic development.		(The advertiser) by 30 th June 2018.					(The advertiser)		of local newspaper.	
Good Governance & Public Participation	To become the best performing Municipality, in all respects.	Installing and maintaining effective and efficient communications and other systems that will improve information-sharing, enhance public participation and promote socio-economic development.	Corporate services	Maintain updated housing beneficiary list and submit to Department of Human Settlement on a quarterly basis by 30 th June 2018	n/a	n/a	n/a	4	Updated beneficiary list and quarterly submission to the Department of Human Settlement	On Target	Updated beneficiary list and submission to the Department of Human Settlement	n/a
Good Governance &	To become the best performing	Ensuring that Ward Committees have	Municipal Manager/	Quarterly Ward Committee	n/a	n/a	n/a	4	Ensure quarterly ward	On Target	Quarterly report available	n/a

Public Participation	Municipality, in all respects.	been established and are functioning properly, and that a CDW has been appointed in each Ward.	Ward Co-ordinator	meetings until 30 June 2018					committee meetings			
Good Governance & Public Participation	To become the best performing Municipality, in all respects	Providing Free Basic Services and Indigent Support.	Finance	Extend the Indigent Register by registering 120 Houses by 30 th June 2018.	n/a	n/a	n/a	120	Register 30 houses	On Target	14	Target for the year already exceeded – total 178
Good Governance & Public Participation	To become the best performing Municipality, in all respects	Providing Free Basic Services and Indigent Support.	Finance	Implement an exit strategy from Indigent Register quarterly.	n/a	n/a	n/a	4	Verification of IGG register and report	Not On Target	None	Data cleansing project to be implemented

BACK TO BASICS – KPA – Sound Financial Management	PERFORMANCE MILESTONES
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KPA	Objective	Strategy	Department	KPI	Budget	Expenditure	Expenditure %	Annual Target	Quarter 2 Target	On Target/Not on Target	Actual Output	Reason for Variance and Plan of Action
Sound Financial Management	To become a financially viable and sustainable Municipality.	The development and implementation of a Funding Strategy.	Finance	100% expenditure of Municipal FMG and Audit Improvement Grant by 30 th June 2018.	1,085,000 AIG 5,945,000 FMG	166,020.48 2,008,182	15% 34%	100%	15%	On Target	FMG is 34% and Audit Improvement Grant is 15%	n/a

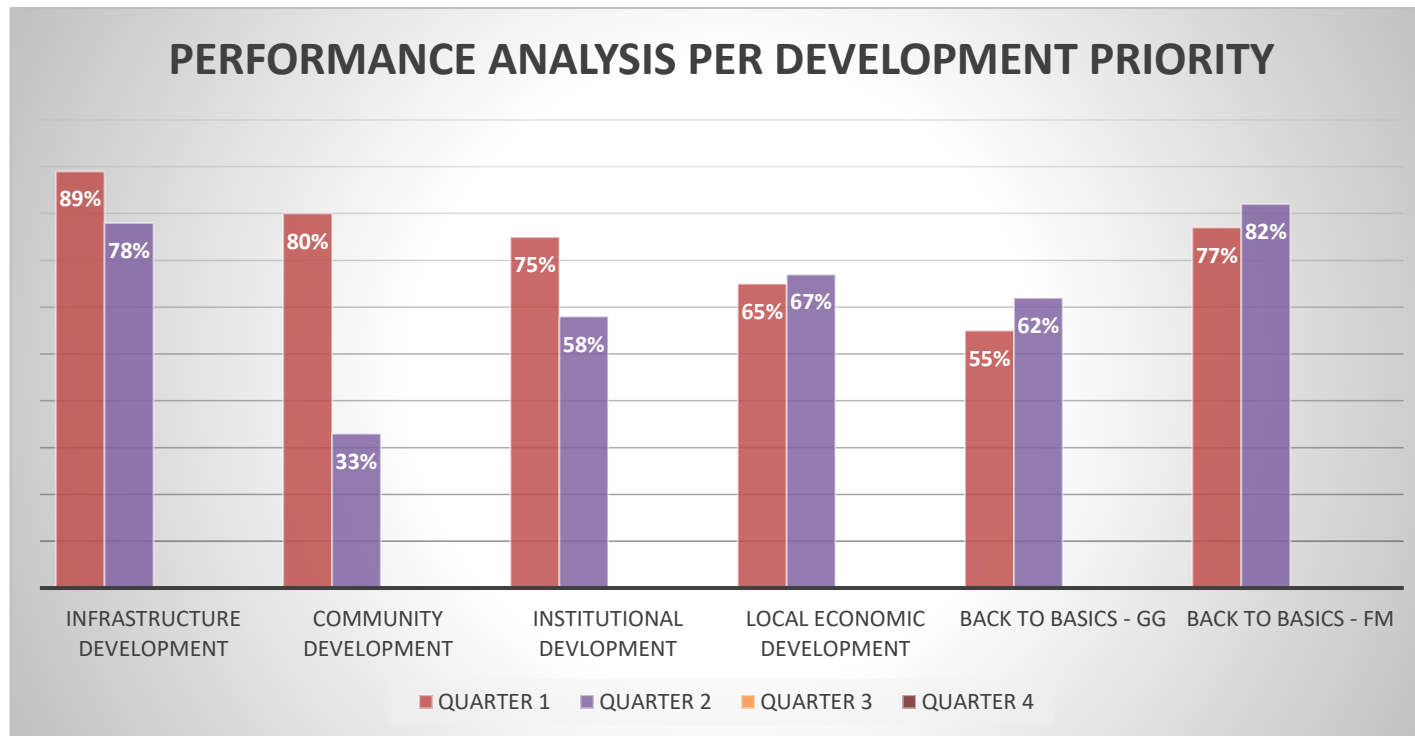
Sound Financial Management	To receive a Clean Audit Opinion from the Auditor-General.	Implementation and execution of an Audit Action Plan.	Finance	100% Financial compliance by 30 th June 2018.	n/a	n/a	n/a	100%	100% compliance to Financial Planner Deadlines	On Target	Financial reporting is up to date and Audit implementation plan is in place and is being monitored on a monthly basis	n/a
Sound Financial Management	To receive a Clean Audit Opinion from the Auditor-General.	Implementation and execution of an Audit Action Plan.	Finance	Improve Outcome of the AG report: Execute action plan to address previous findings by 30 June 2018.	n/a	n/a	n/a	1	n/a	On Target	Audit implementation plan is in place and is being monitored on a monthly basis	n/a
Sound Financial Management	To receive a Clean Audit Opinion from the Auditor-General.	Implementation and execution of an Audit Action Plan.	Finance (Assets)	Verification of the completeness of the Asset Register (Asset Register compliant to GRAP standards)	n/a	n/a	n/a	100%	All purchases captured and updated on Asset Register and Follow up on queries of Auditor General	Not On Target	None	Asset register to be updated quarterly as from quarter 3
Sound Financial Management	To become a financially viable and sustainable Municipality.	Alignment of the Budget to the IDP's Development Priorities.	Municipal Manager	Percentage CAPEX of budget spend by 30 th June 2018.	64,760,430,000	23, 332, 902	49%	100%	15% spent	On Target	Capex spent is 49% of annual budget	n/a

Sound Financial Management	To become a financially viable and sustainable Municipality.	Alignment of the Budget to the IDP's Development Priorities.	Municipal Manager	Percentage OPEX of budget spend by 30 th June 2018.	397,933,59.00	152, 965, 974.00	38%	80%	55% spent	Not On Target	Opex spent is 38% of annual budget	n/a
Sound Financial Management	To adopt a realistic, credible and funded Annual Budget	Alignment of the Budget to the IDP's Development Priorities.	Municipal Manager	2018//2019 Budget approved by Council by 31 May 2018.	n/a	n/a	n/a	1	Budget priorities developed	On Target	Draft project list developed for IDP which will inform new budget. Input received from Directors with regards to adjustment budget	n/a
Sound Financial Management	To become a financially viable and sustainable Municipality.	Implementation and execution of the Financial Recovery Plan – robust plans for the repayment of debt and/or maintain a healthy level of cash reserves and assets in order to meet unexpected costs.	Finance	Improve collection rate on service debtors to address cash flow constraints by 30 th June 2018 (Service debtors/service debt collected)	n/a	n/a	n/a	80%	50%	On Target	The average collection rate for the year as at 31 December 2017 is 83%	n/a

Sound Financial Management	To become a financially viable and sustainable Municipality.	Implementation and execution of the Financial Recovery Plan – robust plans for the repayment of debt and/or maintain a healthy level of cash reserves and assets in order to meet unexpected costs	Finance	Number of financial recovery plans implemented and monitored quarterly by submissions to EXCO by 30 th June 2018.	n/a	n/a	n/a	1	Ensure compliance with Financial recovery plan deadlines and report to EXCO.	On Target	Revised Recovery plan adopted by Council during December 2017. Progress reported quarterly	n/a
Sound Financial Management	To become a financially viable and sustainable Municipality.	Stringent implementation and execution of the Municipality's Credit Control & Debt Collection Policy.	Finance	Effective control over collection of property rates by 30 June 2018.	n/a	n/a	n/a	Ensure average 80% recovery rate of property rates billed by 30 June 2018.	Ensure effective recovery of property rates by 40%	On Target	The average collection rate for rates as at 31 December 2017 is 61%.	
Sound Financial Management	To become the best performing Municipality, in all respects.	Implementation and execution of the Financial Recovery Plan – robust plans for	Finance	Number of interns appointed in Finance Department by 30 June 2018.	n/a	n/a	n/a	7	Appoint interns	On Target	7 interns appointed	n/a

		the repayment of debt and/or maintain a healthy level of cash reserves and assets in order to meet unexpected costs										
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OVERALL PERFORMANCE ACHIEVEMENT - MID YEAR 2017/2018



CAPITAL BUDGET PROJECT PROGRESS ON TARGETS NOT ACHIEVED DURING 2016/2017

INFRASTRUCTURE DEVELOPMENT													
Objective	Strategy	KPI	Wards	Responsible Person	Funding Source	Budget 2016/2017	Expenditure 2016/2017	Expenditure %	OVERALL PERFORMANCE				
									<i>Annual Target 2016/2017</i>	<i>On Target/Not on Target 2016/ 2017</i>	<i>Brief description of actual output 2016/2017</i>	<i>On Target/ Not on Target 2017/2018</i>	<i>Project progress 2017/2018</i>
To adequately increase bulk water storage, upgrade reticulation systems and secure permanent & sustainable water supply and maintain all systems on a regular basis.	Increase water storage and supply through the Equipping of boreholes , appurtenant civil engineering work and Operation and maintenance	Produce one tender document for Aberdeen Bulk Water by 30 th June 2017.	3,4 &5	Manager PMU	External MIG	350,000.	0.00	0%	1	Not on Target	No Tender document	On Target	Project continued in the 2017/2018 financial year. geohydrological study completed, contractor appointed for drilling of boreholes.
To adequately increase bulk water storage, upgrade reticulation systems and secure permanent & sustainable water supply and maintain all systems on a regular basis.	Increase water storage and supply through the Equipping of boreholes , appurtenant civil engineering work and Operation and maintenance	Construction of 4 Km pipeline between Wanhoop WTW and Willowmore by 30 th June 2017.	8,9,13	PMU Manager	External MIG	5,825,996	2 694 664	46%	4 km	Not on Target	Camp Establishment – 100% Locate existing pipeline – 90% Setting out new pipeline – 90% Excavate trench – 40%	On Target	Project continued in the 2017/2018 financial year. Project completed

To adequately increase bulk water storage, upgrade reticulation systems and secure permanent sustainable water supply and maintain all systems on a regular basis	Upgrade reticulation system by systematically replacing old installations	Construct 20 boreholes stations in the Northern Borehole Field. Construct collector PVC pipelines 5900m. Construct 1.5MI steel reservoir by 30 June 2017.	2 – 7 + 14	Assistant Director: Infrastructure & Technical Services	External RBIG	23,440,000.	2 987 329	12.7%	20 boreholes stations, 5900m PVC pipeline and 1.5MI steel reservoir	Not On Target	315mm dia rising main (south) – 1,095m 315mm dia rising main(north) – 920m 315mm dia rising main (sanparks) – 2,155m NBHF pipeline 1 – 3,509m NBHF pipeline 2 – 710m NBHF pipeline 3 – 670m NBHF pipeline 4 – 250m 1.87MI reservoir completed	On Target	Project continued in the 2017/2018 financial year. <u>OUTPUT</u> 1560m dia rising main completed (south) 920m dia rising main completed (north) 2650m dia rising main completed (sanparks) 3510m NBHF pipeline NBHF pipeline 2 – 710m NBHF pipeline 3 – 670m NBHF pipeline 4 – 250m
To adequately construct, upgrade or install Streets & Stormwater networks and to maintain them on a regular basis.	Identify and implement suitable projects	Construct 2500 m2 of road utilising pavers in Graaff-Reinet by 30 June 2017.	6	Manager PMU	External EPWP	1,027 501.	1 077 835	105%	2500 m2	Not On Target	400 m2 completed	Not On Target	Project continued in 2017/2018 financial year, however completion depended on budget availability.
To adequately construct, upgrade or install Streets & Stormwater networks and to maintain them on a	Identify and implement suitable projects	Construct 750 m2 of sidewalks utilising pavers in Main Road Jansenville by 30 June 2017.	10	Manager PMU	External EPWP	1,000,000.	0	0%	750 m2	Not on Target	No output	On Target	Project continued in 2017/2018 financial year. Project completed.

regular basis.													
To adequately construct, upgrade or install Streets & Stormwater networks and to maintain them on a regular basis.	Identify and implement suitable projects	Construct 1000 m2 of road utilising pavers in Willomore by 30 June 2017.	13	Manager PMU	External EPWP	1,073,499.	0	0%	1000 m2	Not On Target	0m2 completed	Not on Target	Project continued in 2017/2018 financial year. Project to be completed by March 2018.
To adequately construct, upgrade or install Streets & Stormwater networks and to maintain them on a regular basis	Identify and implement suitable projects	Paving of 1500m2 in Phumlani Road (Jansenville) and 1000m2 Dan Sandi Road (Klipplaat) by 30 June 2017.	10 & 11	PMU Manager	External MIG	6,003,100.	4 395 494	73%	2500m2	Not On Target	1000 m2	On Target	Project continued in 2017/2018 financial year. Project completed. Completion certificate available.
To adequately construct, upgrade or install Streets & Stormwater networks and to maintain them on a regular basis.	Identify and implement suitable projects	Paving of 1000m2 of Road (Steytlerville) by 30th June 2017.	13	PMU Manager	External MIG	877,193.	435 950	50%	1000m2	Not on Target	Service provider appointed	On Target	Project continued in 2017/2018 financial year. Project completed. Completion certificate available.
To adequately upgrade the electrical supply and install the necessary electrical	Identify and Implement suitable Electrification projects	Upgrading of MV and LV Infrastructure - 1 Transformer and 0,3km	2-7 , 14 & 13	Manager: Electrical	External INEP	5,000,000	73 669	1.4%	1 Transformer, 0.3Km MV Powerline, 1 Switchgear and	Not on Target Not on Target	Consultants and contractor appointed	On Target	Project continued in 2017/2018 financial year. Project completed.

infrastructure , as well as maintain same		LV powerlines in Steytlerville. - 1 Km MV powerlines and Switchgear in Graaff-Reinet							1 Km MV powerlines.				
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LOCAL ECONOMIC DEVELOPMENT													
Objective	Strategy	KPI	Wards	Responsible Person	Funding Source	Budget 2016/2017	Expenditure 2016/2017	Expenditure %	OVERALL PERFORMANCE				
									<i>Annual Target 2016/2017</i>	<i>On Target/Not on Target 2016/2017</i>	<i>Brief description of actual output 2016/2017</i>	<i>On Target/ Not on Target 2017/2018</i>	<i>Project progress 2017/2018</i>
Enhance Local Economic Development in Bavians	Promote Local Economic Development	Construct 90m ² concrete floor and 1 steel structure in Willowmore by 30 June 2017.	13	PMU Manager	External INEP	487,191	25 536	5%	90m ²	Not On Target	No output	On Target	Project continued in 2017/2018 financial year. Project completed.

INSTITUTIONAL DEVELOPMENT

Objective	Strategy	KPI	Wards	Responsible Person	Funding Source	Budget 2016/2017	Expenditure 2016/2017	Expenditure %	OVERALL PERFORMANCE				
									Annual Target 2016/2017	On Target/Not on Target 2016/2017	Brief description of actual output 2016/2017	On Target/Not on Target 2017/2018	Project progress 2017/2018
To provide sufficient operational requirements, furnish and equip the relevant offices and venues, in order to improve efficiency of all departments, their staff and the Municipality's levels of service delivery, as well as be legally compliant	Equip offices and areas of service delivery with adequate resources.	Purchase 5 handheld devices for meter reading by 31 March 2015.	Institutional	CFO	External FMG	70,000	799	1%	5	Not On Target	No Output	Not on Target	No meter reader placed in certain areas within Beyers Naude Local Municipality, thus no vending machines purchased. Organogram to address this.
To improve overall efficiency of ICT - administration, billing, record keeping, information sharing and communication; to ensure optimal, cost-effective	Implement Plan & Policies and upgrade systems accordingly; provide suitable training to enable staff to utilize	Number of Panda Endpoint additional licenses purchased by 30 September 2016.	Institutional	ICT	External FMG	3,000	0.00	0%	10	Not On Target	Changed from Panda to ESET	On Target	Project not carried over into new financial year due to the application changing from PANDA to ESET.

production and quality service delivery													
To improve overall efficiency of ICT - administration, billing, record keeping, information sharing and communication; to ensure optimal, cost-effective production and quality service delivery	Implement Plan & Policies and upgrade systems accordingly; provide suitable training to enable staff to utilize	Number of Server window CALS purchased by 30 September 2016.	Institutional	ICT	External FMG	5000	0.00	0%	10	Not On Target	Changed to Hosted Exchange with BCX, server CALS no longer needed.	On Target	Changed to Hosted Exchange with BCX, server CALS no longer needed.
To improve overall efficiency of ICT - administration, billing, record keeping, information sharing and communication; to ensure optimal, cost-effective production and quality service delivery	Implement Plan & Policies and upgrade systems accordingly; provide suitable training to enable staff to utilize	Number of Corporate scanners and Number of Digital recorders purchased by 31 December 2016.	Institutional	ICT	External Library Grant	30,000	13 008	43%	5	Not On Target	No output as no new hardware was required.	Not On Target	Corporate services to finalize sourcing quotation for the purchasing of scanners and digital recorders
To improve overall efficiency of ICT - administration, billing,	Implement Plan & Policies and upgrade systems accordingly;	Install Fibre Backbone to Engineers, Robert Sobukwe,	Institutional	ICT	External FMG	130,000.	134 208	103%	1	Not On Target	No Output	On Target	Tender 97 has been advertised to address Fire backbone, Networks, and telephones.

record keeping, information sharing and communication; to ensure optimal, cost-effective production and quality service delivery.	provide suitable training to enable staff to utilize these systems optimally and correctly.	Electrical departments by 31 December 2016.											
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COMMUNITY DEVELOPMENT

Objective	Strategy	KPI	Wards	Responsible Person	Funding Source	Budget 2016/2017	Expenditure 2016/2017	Expenditure %	OVERALL PERFORMANCE				
									Annual Target 2016/2017	On Target/Not on Target 2016/2017	Brief description of actual output 2016/2017	On Target/Not on Target 2017/2018	Project progress 2017/2018
Supply sustainable basic infrastructure to all inhabitants of Baviaans: <i>Municipal Assets</i>	Upgrade municipal assets	Construction of 1 portable stand in Rietbron by 30 June 2017.	8	PMU Manager	External MIG	1,189,079.	75 494	6%	1 portable stand	Not On Target	Contractor appointed	On Target	Project continued in 2017/2018 financial year. Project completed.
To provide facilities that will address the recreational and other social needs of the community.	Identify existing facilities that can be converted or better utilized by the communities	Construction of 1 portable stand in Graaff-Reinet by 30 th June 2017.	2-7 & 14	Manager: Community Services	External MIG	616,545.	104 252	17%	1 portable stand	Not on Target	Contractor appointed	On Target	Project continued in 2017/2018 financial year. Project completed.

OVERALL PERFORMANCE PROGRESS ON LAGGING 2016/2017 TARGETS

Total Number of Key Performance Indicators per KPA = 17

Number of Key Performance Indicators on Target/Completed = 13

Number of Key Performance Indicators Not on Target = 4

Percentage on Target = 76%

CONCLUSION

The report has outlined the performance of the municipality in the period under review as indicated in the Service Delivery and Budget Implementation Plan. The performance shown above is a reflection on how administration implemented what was planned for the 2nd quarter of the financial year. The Service Delivery and Budget Implementation Plan (SDBIP) will be reviewed in January 2018, after the adoption of the adjustment budget, to ensure continuous linkage to the budget as well as the Integrated Development Plan (IDP).