



**PRESENTS**

**SECTION 72 MID YEAR BUDGET AND PERFORMANCE ASSESSMENT FOR  
2014/2015**

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## 1. PART A

### 1.1 PURPOSE OF THE REPORT

The purpose of the report is to give the results of the mid-year assessment of how Kwa Sani Municipality has performed from 1 July 2014 to 31 December 2014.

### 1.2 BACKGROUND

Section 72 (1) of the Municipal Finance Management Act states the following:

The Accounting officer of a municipality must by the 25 January each year assess the performance of the municipality during the first half of the financial year, and must submit a report on such assessment to the Mayor, National Treasury, and Provincial Treasury as per S 72 (B) of the MFMA

### 1.3 COUNCIL RESOLUTIONS

On the 23 January 2015 the Council of KwaSani Municipality met at the Municipal Boardroom, Himeville to consider the 2014/15 Section 72 Mid-Year Budget and Performance Assessments Report. The report and supporting document (Schedule C), was noted by the council of KwaSani Local Municipality. **Resolution No. 01/JANUARY/2015**

1.3.1. The Council of Kwa Sani Municipality, acting in terms of section 72 of the Municipal Finance Management Act, (Act 56 of 2003) noted:

- The 2014/2015 Mid-Year Budget and Performance Assessment Report.
- The recommendation for the revision of projections for revenue and expenditure to the extent that is necessary.
- The recommendation for the preparation of Adjustment budget
- The recommendation to supports initiatives which improve service delivery.

## 1.4 MAYOR'S REPORT



KwaSani Local Municipality is pleased to officially present the Section 72 Mid-Year Budget and performance assessment for 2014/15 Budget where we report on how the municipality has performed in past six months, to report on how the municipality anticipate to fulfill its Constitutional mandate and ensure that Service delivery priorities, as identified in the Independent Development Plan (IDP) are funded and implemented, in terms of Section 71 read with Section 72 of the MFMA which states that the Accounting Officer of a municipality must by the 25 January of each year-

- a) Assess the performance of the municipality during the first half of the financial year, taking into account-
  - i. The monthly statements referred to in section 71 for the first half of the financial year;
  - ii. The municipality's service delivery performance during the first half of the financial year, and the service delivery targets and performance indicators set in the service delivery and budget implementation plan,
  - iii. The past year's annual report, and progress on resolving problems identified in the annual report;



It is by this Act that the Accounting Officer submitted this report and presented to Council. There have been no major changes on anticipated revenue both from our own revenue and from grants even there would be a need for adjustment budget as the Council will recall that there were unspent grant on AFS which were not included in the original budget as the municipality received the approval of unspent grants from the relevant departments during the year. As a result of this there would be a need also to revise the SDBIP priorities.

I would also like to thank all the stakeholders who supported the municipality in the past years; your dedication has led to an unqualified audit opinion as included in the Annual Report. There have been a reduction on the number of items identified by AG on the management letter and it is with this improvement we are looking forward to get the Clean Audit this year.

We would not forget our main objective as the municipality which is to ensure that the communities of the KwaSani Municipality get access to basic services and thus we are confident that with the support from all stakeholders the Adjustment Budget would be complied in a manner that would ensure that this happens.

With the challenges faced by the municipality in prior years, particularly in capital spending area, we are confident that this would never happens as at the moment we are seating at 51% of actual expenditure compared to annual MIG budget and at 83% of actual expenditure compared to Actual amount received for MIG. The future strategy of the municipality is to ensure that implementation of capital projects is done efficiently, timeously and implemented within the required and agreed time frames.

KwaSani Municipality therefore pledges its commitment to effective and efficient Service Delivery as outlined in the 2014/15 IDP and Budget.

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**Honourable Mayor**  
**Councillor M. Banda**



## 1.5 Executive Summary

The application of sound financial management principles in order to ensure that the Municipality gets the Clean Audit is essential and critical and to ensure that the Municipality's remains financially viable and that municipal services are provided sustainably, economically and equitably to all communities.

The Municipality's business and service delivery priorities were reviewed as part of this year's planning and budget process. Where appropriate, funds were transferred from low- to high-priority programmes so as to maintain sound financial stewardship. A critical review was also undertaken of expenditures on noncore and 'nice to have' items. This has resulted in savings to the municipality.

The Municipality has embarked on implementing a range of revenue collection strategies to optimize the collection of debt owed by consumers. Furthermore, the Municipality has undertaken various customer care initiatives to ensure the municipality truly involves all citizens in the process of ensuring a people lead government.

Provincial Treasury's Circular No. TC/RM 6 of 2014 was taken into account to guide the compilation of 2013/14 Mid-Year Budget and Performance Assessment Process and the following was also taken into consideration;

- i) Revenue Reports on all revenue streams of Kwa Sani Municipality / allocation and grant receipts and expenditure
- ii) The Budget Versus Actual Expenditure report on all budgeted votes / budget statement
- iii) Service delivery implementation plan as it sets the service targets and performance indicators for Kwa Sani Municipality
- iv) Section 71 reports as submitted to National Treasury which are used by the National Treasury and other stake holders for budget monitoring purposes



### 1.6 In year budget statement tables

Below are in-year budget statement tables from C1 to C7 extracted from C Schedule, the whole document is attached on this report. There are minor discrepancies on expenditure figures that are on municipality's finance system and those that are on treasury's data base. The municipality is communicating with Provincial Treasury to ensure that we have the same information.





KZN432 Kwa Sani - Table C1 Monthly Budget Statement Summary - M06 December

Description	2013/14	Budget Year 2014/15							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
<b>R thousands</b>									
<b>Financial Performance</b>									
Property rates	15 330	14 553	–	1 125	6 251	7 276	(1 025)	-14%	12 502
Service charges	2 123	2 164	–	209	1 037	1 082	(45)	-4%	2 075
Investment revenue	1 190	1 541	–	109	588	770	(183)	-24%	1 176
Transfers recognised - operational	22 549	18 253	–	4 523	14 385	9 127	5 259	58%	28 770
Other own revenue	1 359	3 508	–	(321)	639	1 754	(1 115)	-64%	1 277
<b>Total Revenue (excluding capital transfers and contributions)</b>	<b>42 551</b>	<b>40 018</b>	<b>–</b>	<b>5 645</b>	<b>22 900</b>	<b>20 009</b>	<b>2 891</b>	<b>14%</b>	<b>45 800</b>
Employee costs	19 727	18 707	–	1 320	8 801	9 354	(553)	-6%	17 602
Remuneration of Councillors	1 561	1 541	–	130	781	771	10	1%	1 561
Depreciation & asset impairment	2 354	2 078	–	–	–	1 039	(1 039)	-100%	–
Finance charges	358	160	–	27	57	80	(23)	-29%	114
Materials and bulk purchases	–	–	–	–	–	–	–	–	–
Transfers and grants	–	559	–	29	90	280	(190)	-68%	180
Other expenditure	14 618	16 960	–	(3 136)	9 869	8 480	1 389	16%	19 738
<b>Total Expenditure</b>	<b>38 618</b>	<b>40 005</b>	<b>–</b>	<b>(1 629)</b>	<b>19 597</b>	<b>20 003</b>	<b>(405)</b>	<b>-2%</b>	<b>39 195</b>
<b>Surplus/(Deficit)</b>	<b>3 933</b>	<b>13</b>	<b>–</b>	<b>7 275</b>	<b>3 302</b>	<b>7</b>	<b>3 296</b>	<b>49217%</b>	<b>6 605</b>
Transfers recognised - capital	10 264	7 478	–	863	3 832	3 739	93	2%	7 478
Contributions & Contributed assets	–	–	–	–	–	–	–	–	–
<b>Surplus/(Deficit) after capital transfers &amp; contributions</b>	<b>14 197</b>	<b>7 491</b>	<b>–</b>	<b>8 138</b>	<b>7 135</b>	<b>3 746</b>	<b>3 389</b>	<b>90%</b>	<b>14 083</b>
Share of surplus/ (deficit) of associate	–	–	–	–	–	–	–	–	–
<b>Surplus/ (Deficit) for the year</b>	<b>14 197</b>	<b>7 491</b>	<b>–</b>	<b>8 138</b>	<b>7 135</b>	<b>3 746</b>	<b>3 389</b>	<b>90%</b>	<b>14 083</b>
<b>Capital expenditure &amp; funds sources</b>									
<b>Capital expenditure</b>	<b>10 989</b>	<b>10 863</b>	<b>–</b>	<b>823</b>	<b>4 255</b>	<b>5 431</b>	<b>(1 176)</b>	<b>-22%</b>	<b>10 863</b>
Capital transfers recognised	10 989	7 478	–	863	3 832	3 739	93	2%	7 478
Public contributions & donations	–	–	–	–	–	–	–	–	–
Borrowing	–	493	–	–	–	246	(246)	-100%	493
Internally generated funds	–	2 892	–	(40)	423	1 446	(1 023)	-71%	2 892
<b>Total sources of capital funds</b>	<b>10 989</b>	<b>10 863</b>	<b>–</b>	<b>823</b>	<b>4 255</b>	<b>5 431</b>	<b>(1 176)</b>	<b>-22%</b>	<b>10 863</b>
<b>Financial position</b>									
Total current assets	31 244	29 856	–	–	38 257	–	–	–	35 552
Total non current assets	68 672	86 854	–	–	72 695	–	–	–	80 769
Total current liabilities	21 550	10 038	–	–	13 323	–	–	–	10 038
Total non current liabilities	1 392	3 667	–	–	1 714	–	–	–	1 676
<b>Community wealth/Equity</b>	<b>76 974</b>	<b>103 004</b>	<b>–</b>	<b>–</b>	<b>95 915</b>	<b>–</b>	<b>–</b>	<b>–</b>	<b>104 606</b>
<b>Cash flows</b>									
Net cash from (used) operating	17 167	7 039	–	(2 324)	7 497	2 761	(4 736)	-172%	10 428
Net cash from (used) investing	(14 125)	(10 762)	–	(1 340)	(6 370)	(5 431)	939	-17%	(10 762)
Net cash from (used) financing	(1 021)	(1 993)	–	(220)	(439)	(997)	(557)	56%	(1 993)
<b>Cash/cash equivalents at the month/year end</b>	<b>26 023</b>	<b>23 095</b>	<b>–</b>	<b>–</b>	<b>26 971</b>	<b>25 145</b>	<b>(1 826)</b>	<b>-7%</b>	<b>23 956</b>
<b>Debtors &amp; creditors analysis</b>									
	0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys-1 Yr	Over 1Yr	Total
<b>Debtors Age Analysis</b>									
Total By Income Source	1 205	649	412	346	476	10 339	–	–	13 427
<b>Creditors Age Analysis</b>									
Total Creditors	1 084	–	–	–	–	–	–	–	1 084



KZN432 Kwa Sani - Table C2 Monthly Budget Statement - Financial Performance (standard classification) - M06 December

Description	Ref	2013/14	Budget Year 2014/15							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
<b>R thousands</b>	1									
<b>Revenue - Standard</b>										
<b>Governance and administration</b>		43 394	43 020	–	6 175	23 079	21 510	1 569	7%	46 158
Executive and council		1 409	2 638	–	59	181	1 319	(1 138)	-86%	362
Budget and treasury office		41 985	40 382	–	6 115	22 898	20 191	2 707	13%	45 795
Corporate services		–	–	–	–	–	–	–	–	–
<b>Community and public safety</b>		6 644	948	–	264	2 309	474	1 834	387%	2 098
Community and social services		6 534	841	–	263	2 291	421	1 871	445%	1 998
Sport and recreation		–	–	–	–	–	–	–	–	–
Public safety		110	107	–	1	17	53	(36)	-68%	100
Housing		–	–	–	–	–	–	–	–	–
Health		–	–	–	–	–	–	–	–	–
<b>Economic and environmental services</b>		519	1 176	–	56	213	375	(162)	-43%	1 287
Planning and development		312	435	–	9	73	4	69	1621%	937
Road transport		207	741	–	47	140	370	(231)	-62%	350
Environmental protection		–	–	–	–	–	–	–	–	–
<b>Trading services</b>		2 234	2 313	–	14	1 132	1 157	(25)	-2%	2 202
Electricity		–	–	–	–	–	–	–	–	–
Water		–	–	–	–	–	–	–	–	–
Waste water management		–	–	–	–	–	–	–	–	–
Waste management		2 234	2 313	–	14	1 132	1 157	(25)	-2%	2 202
<b>Other</b>	4	24	39	–	–	–	–	–	–	24
<b>Total Revenue - Standard</b>	2	52 816	47 496	–	6 508	26 732	23 515	3 217	14%	51 770
<b>Expenditure - Standard</b>										
<b>Governance and administration</b>		21 932	21 560	–	(2 909)	11 040	15 672	(4 632)	-30%	25 128
Executive and council		7 510	6 742	–	944	3 611	3 371	241	7%	6 074
Budget and treasury office		12 992	11 777	–	(4 175)	6 282	10 780	(4 498)	-42%	16 779
Corporate services		1 429	3 041	–	321	1 147	1 521	(374)	-25%	2 275
<b>Community and public safety</b>		11 020	11 816	–	788	5 331	1 776	3 555	200%	10 313
Community and social services		9 018	8 854	–	591	4 243	295	3 947	1337%	7 470
Sport and recreation		–	–	–	–	–	–	–	–	–
Public safety		2 002	2 961	–	197	1 089	1 481	(392)	-26%	2 842
Housing		–	–	–	–	–	–	–	–	–
Health		–	–	–	–	–	–	–	–	–
<b>Economic and environmental services</b>		3 386	3 261	–	111	1 837	1 630	207	13%	3 874
Planning and development		1 978	2 430	–	171	1 159	1 215	(56)	-5%	2 132
Road transport		1 408	831	–	(60)	678	415	262	63%	1 743
Environmental protection		–	–	–	–	–	–	–	–	–
<b>Trading services</b>		1 541	2 256	–	268	788	134	654	487%	1 834
Electricity		–	–	–	–	–	–	–	–	–
Water		–	–	–	–	–	–	–	–	–
Waste water management		–	–	–	–	–	–	–	–	–
Waste management		1 541	2 256	–	268	788	134	654	487%	1 834
<b>Other</b>		739	1 113	–	112	600	557	43	8%	1 085
<b>Total Expenditure - Standard</b>	3	38 618	40 006	–	(1 629)	19 597	19 769	(172)	-1%	42 235
<b>Surplus/ (Deficit) for the year</b>		14 198	7 490	–	8 138	7 136	3 746	3 389	90%	9 535



KZN432 Kwa Sani - Table C2 Monthly Budget Statement - Financial Performance (standard classification) - M06 December

Description	Ref	2013/14	Budget Year 2014/15							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
<b>R thousands</b>	1								%	
<b>Revenue - Standard</b>										
<b>Municipal governance and administration</b>		43 394	43 020	-	6 175	23 079	21 510	1 569	7%	46 158
Executive and council		1 409	2 638	-	59	181	1 319	(1 138)	(0)	362
Mayor and Council		1 409	2 638		59	181	1 319 109.00	(1 138)	(0)	362 398.46
Municipal Manager							-	-		-
Budget and treasury office		41 985	40 382		6 115	22 898	20 190 894.70	2 707	0	45 795 435.48
Corporate services		-	-	-	-	-	-	-		-
<b>Community and public safety</b>		6 644	948	-	264	2 309	474	1 834	0	2 098
Community and social services		6 534	841	-	263	2 291	421	1 871	0	1 998
Other Community		0	0		0	2	49.00	2	0	1
Other Social		6 534	841		262	2 289	420 608.00	1 868	0	1 998
Sport and recreation										
Public safety		110	107	-	1	17	53	(36)	(0)	100
Police		110	107		1	17	53 437.00	(36)	(0)	100
<b>Economic and environmental services</b>		519	1 176	-	56	213	375	(162)	(0)	1 287
Planning and development		312	435	-	9	73	4	69	0	937
Town Planning/Building enforcement		312	435		9	73	4	69	0	937
Licensing & Regulation										
Road transport		207	741	-	47	140	370	(231)	(0)	350
Vehicle Licensing and Testing		207	741		47	140	370	(231)	(0)	350
Other										
Environmental protection		-	-	-	-	-	-	-		-
<b>Trading services</b>		2 234	2 313	-	14	1 132	1 157	(25)	(0)	2 202
Electricity		-	-	-	-	-	-	-		-
Waste management		2 234	2 313	-	14	1 132	1 157	(25)	(0)	2 202
Solid Waste		2 234	2 313		14	1 132	1 156 540.00	(25)	(0)	2 202
<b>Other</b>		24	39	-	-	-	-	-		24
Tourism		24	39		-	-	-	-		24
<b>Total Revenue - Standard</b>	2	52 816	47 496	-	6 508	26 732	23 515	3 217	0	51 770



<b>Expenditure - Standard</b>										
<b>Municipal governance and administration</b>		<b>21 932</b>	<b>21 560</b>	<b>-</b>	<b>(2 909)</b>	<b>11 040</b>	<b>15 672</b>	<b>(4 632)</b>	<b>(0)</b>	<b>25 128</b>
Executive and council		7 510	6 742	-	944	3 611	3 371	241	0	6 074
<i>Mayor and Council</i>		7 510	6 742		944	3 611	3 371	241	0	6 074
<i>Municipal Manager</i>							-	-		
Budget and treasury office		12 992	11 777		(4 175)	6 282	10 780	(4 498)	(0)	16 779
Corporate services		1 429	3 041	-	321	1 147	1 521	(374)	(0)	2 275
<i>Human Resources</i>		1 429	3 041		321	1 147	1 520 681.02	(374)	(0)	2 275
<b>Community and public safety</b>		<b>11 020</b>	<b>11 816</b>	<b>-</b>	<b>788</b>	<b>5 331</b>	<b>1 776</b>	<b>3 555</b>	<b>0</b>	<b>10 313</b>
Community and social services		9 018	8 854	-	591	4 243	295	3 947	0	7 470
<i>Other Community</i>			3 371		254	1 707	127 016.00	1 580	0	4 068
<i>Other Social</i>		9 018	5 483		337	2 535	168 281.00	2 367	0	3 402
Sport and recreation								-		
Public safety		2 002	2 961	-	197	1 089	1 481	(392)	(0)	2 842
<i>Police</i>		2 002	2 961		197	1 089	1 480 605.35	(392)	(0)	2 842
<b>Economic and environmental services</b>		<b>3 386</b>	<b>3 261</b>	<b>-</b>	<b>111</b>	<b>1 837</b>	<b>1 630</b>	<b>207</b>	<b>0</b>	<b>3 874</b>
Planning and development		1 978	2 430	-	171	1 159	1 215	(56)	(0)	2 132
<i>Town Planning/Building enforcement</i>		1 978	2 430		171	1 159	1 215	(56)	(0)	2 132
<i>Licensing &amp; Regulation</i>								-		
Road transport		1 408	831	-	(60)	678	415	262	0	1 743
<i>Vehicle Licensing and Testing</i>		1 408	831		(60)	678	415	262	0	1 743
<i>Other</i>								-		
<b>Trading services</b>		<b>1 541</b>	<b>2 256</b>	<b>-</b>	<b>268</b>	<b>788</b>	<b>134</b>	<b>654</b>	<b>0</b>	<b>1 834</b>
Electricity		-	-	-	-	-	-	-		-
Waste management		1 541	2 256	-	268	788	134	654	0	1 834
<i>Solid Waste</i>		1 541	2 256		268	788	134	654	0	1 834
<b>Other</b>		<b>739</b>	<b>1 113</b>	<b>-</b>	<b>112</b>	<b>600</b>	<b>557</b>	<b>43</b>	<b>0</b>	<b>1 085</b>
<i>Tourism</i>		739	1 113		112	600	557	43	0	1 085
<b>Total Expenditure - Standard</b>	<b>3</b>	<b>38 618</b>	<b>40 006</b>	<b>-</b>	<b>(1 629)</b>	<b>19 597</b>	<b>19 769</b>	<b>(172)</b>	<b>(0)</b>	<b>42 235</b>
<b>Surplus/ (Deficit) for the year</b>		<b>14 198</b>	<b>7 490</b>	<b>-</b>	<b>8 138</b>	<b>7 136</b>	<b>3 746</b>	<b>3 389</b>	<b>0</b>	<b>9 535</b>



**KZN432 Kwa Sani - Table C3 Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote) - A - M06 December**

Vote Description	Ref	2013/14		Budget Year 2014/15						
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
<b>Revenue by Vote</b>										
<b>Vote 1 - Governance &amp; Administration</b>	1	43 394	43 020	–	6 175	23 079	21 510	1 569	7%	46 158
Executive and council		1 409	2 638	–	59	181	1 319	(1 138)	-86%	362
Budget and treasury office		41 985	40 382	–	6 115	22 898	20 191	2 707	13%	45 795
Corporate Services		–	–	–	–	–	–	–	–	–
<b>Vote 2 - Community &amp; Public Safety</b>		6 644	948	–	264	2 309	474	1 834	387%	2 098
Community and social services /Other community		0	0	–	0	2	0	2	4545%	1
Community and social services /social services		6 534	841	–	262	2 289	421	1 868	444%	1 998
Public safety		110	107	–	1	17	53	(36)	-68%	100
<b>Economic and environmental services</b>		519	1 176	–	56	213	375	(162)	-43%	1 287
Planning and development		312	435	–	9	73	4	69	1621%	937
Road transport		207	741	–	47	140	370	(231)	-62%	350
<b>Trading services</b>		2 234	2 313	–	14	1 132	1 157	(25)	-2%	2 202
Solid Waste		2 234	2 313	–	14	1 132	1 157	(25)	-2%	2 202
<b>Other</b>		24	39	–	–	–	–	–	–	24
Tourism		24	39	–	–	–	–	–	–	24
<b>Total Revenue by Vote</b>	2	52 816	47 496	–	6 508	26 732	23 515	3 217	0	51 770
<b>Expenditure by Vote</b>										
<b>Vote 1 - Governance &amp; Administration</b>	1	21 932	21 560	–	(2 909)	11 040	15 672	(4 632)	-30%	25 128
Executive and council		7 510	6 742	–	944	3 611	3 371	241	7%	6 074
Budget and treasury office		12 992	11 777	–	(4 175)	6 282	10 780	(4 498)	-42%	16 779
Corporate Services		1 429	3 041	–	321	1 147	1 521	(374)	-25%	2 275
<b>Vote 2 - Community &amp; Public Safety</b>		11 020	11 816	–	788	5 331	1 776	3 555	200%	10 313
Community and social services /Other community		–	3 371	–	254	1 707	127	1 580	1244%	4 068
Community and social services /social services		9 018	5 483	–	337	2 535	168	2 367	1406%	3 402
Public safety		2 002	2 961	–	197	1 089	1 481	(392)	-26%	2 842
<b>Economic and environmental services</b>		3 386	3 261	–	111	1 837	1 630	207	13%	3 874
Planning and development		1 978	2 430	–	171	1 159	1 215	(56)	-5%	2 132
Road transport		1 408	831	–	(60)	678	415	262	63%	1 743
<b>Trading services</b>		1 541	2 256	–	268	788	134	654	487%	1 834
Waste management		1 541	2 256	–	268	788	134	654	487%	1 834
<b>Other</b>		739	1 113	–	112	600	557	43	8%	1 085
Tourism		739	1 113	–	112	600	557	43	8%	1 085
<b>Total Expenditure by Vote</b>	2	38 618	40 006	–	(1 629)	19 597	19 769	(172)	(0)	42 235
<b>Surplus/ (Deficit) for the year</b>	2	14 198	7 490	–	8 138	7 136	3 746	3 389	0	9 535



KZN432 Kwa Sani - Table C4 Monthly Budget Statement - Financial Performance (revenue and expenditure) - M06 December

Description	Ref	2013/14		Budget Year 2014/15						
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
<b>R thousands</b>										
<b>Revenue By Source</b>										
Property rates		12 488	13 483		1 121	5 935	6 741 375.66	(806)	-12%	11 871
Property rates - penalties & collection charges		2 842	1 070		5	316	534 935.00	(219)	-41%	631
Service charges - electricity revenue		-	-		-	-	-	-	-	-
Service charges - water revenue		-	-		-	-	-	-	-	-
Service charges - sanitation revenue		-	-		-	-	-	-	-	-
Service charges - refuse revenue		2 123	2 164		209	1 037	1 082 094.00	(45)	-4%	2 075
Service charges - other		-	-		-	-	-	-	-	-
Rental of facilities and equipment		303	353		(177)	160	176 451.00	(16)	-9%	320
Interest earned - external investments		1 190	1 541		109	588	770 389.50	(183)	-24%	1 176
Interest earned - outstanding debtors		-	-		14	222	-	222	#DIV/0!	444
Dividends received		-	-		-	-	-	-	-	-
Fines		110	107		1	17	53 437.00	(36)	-68%	35
Licences and permits		-	742		47	142	371 101.00	(229)	-62%	284
Agency services		-	-		-	-	-	-	-	-
Transfers recognised - operational		22 549	18 253		4 523	14 385	9 126 500.00	5 259	58%	28 770
Other revenue		946	2 306		(207)	97	1 152 913.00	(1 056)	-92%	194
Gains on disposal of PPE		-	-		-	-	-	-	-	-
<b>Total Revenue (excluding capital transfers and contributions)</b>		<b>42 551</b>	<b>40 018</b>	<b>-</b>	<b>5 645</b>	<b>22 900</b>	<b>20 009</b>	<b>2 891</b>	<b>14%</b>	<b>45 800</b>
<b>Expenditure By Type</b>										
Employee related costs		19 727	18 707		1 320	8 801	9 353 500.00	(553)	-6%	17 602
Remuneration of councillors		1 561	1 541		130	781	770 500.00	10	1%	1 561
Debt impairment		61	-		-	-	-	-	-	-
Depreciation & asset impairment		2 354	2 078		-	-	1 039 000.00	(1 039)	-100%	-
Finance charges		358	160		27	57	80 000.00	(23)	-29%	114
Bulk purchases		-	-		-	-	-	-	-	-
Other materials		-	-		-	-	-	-	-	-
Contracted services		3 586	7 733		260	2 183	3 866 500.00	(1 684)	-44%	4 365
Transfers and grants		-	559		29	90	279 500.00	(190)	-68%	180
Other expenditure		10 971	9 227		(3 396)	7 687	4 613 500.00	3 073	67%	15 373
Loss on disposal of PPE		-	-		-	-	-	-	-	-
<b>Total Expenditure</b>		<b>38 618</b>	<b>40 005</b>	<b>-</b>	<b>(1 629)</b>	<b>19 597</b>	<b>20 003</b>	<b>(405)</b>	<b>-2%</b>	<b>39 195</b>
<b>Surplus/(Deficit)</b>		<b>3 933</b>	<b>13</b>	<b>-</b>	<b>7 275</b>	<b>3 302</b>	<b>7</b>	<b>3 296</b>	<b>0</b>	<b>6 605</b>
Transfers recognised - capital		10 264	7 478		863	-	3 739	(3 739)	(0)	7 478
Contributions recognised - capital		-	-		-	-	-	-	-	-
Contributed assets		-	-		-	-	-	-	-	-
<b>Surplus/(Deficit) after capital transfers &amp; contributions</b>		<b>14 197</b>	<b>7 491</b>	<b>-</b>	<b>8 138</b>	<b>3 302</b>	<b>3 746</b>			<b>14 083</b>
Taxation		-	-		-	-	-	-	-	-
<b>Surplus/(Deficit) after taxation</b>		<b>14 197</b>	<b>7 491</b>	<b>-</b>	<b>8 138</b>	<b>3 302</b>	<b>3 746</b>			<b>14 083</b>
Attributable to minorities		-	-		-	-	-	-	-	-
<b>Surplus/(Deficit) attributable to municipality</b>		<b>14 197</b>	<b>7 491</b>	<b>-</b>	<b>8 138</b>	<b>3 302</b>	<b>3 746</b>			<b>14 083</b>
Share of surplus/ (deficit) of associate		-	-		-	-	-	-	-	-
<b>Surplus/ (Deficit) for the year</b>		<b>14 197</b>	<b>7 491</b>	<b>-</b>	<b>8 138</b>	<b>3 302</b>	<b>3 746</b>			<b>14 083</b>



KZN432 Kwa Sani - Table C5 Monthly Budget Statement - Capital Expenditure (municipal vote, standard classification and funding) - M06 December										
Vote Description	Ref	2013/14	Budget Year 2014/15							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
<b>R thousands</b>	1									
<b>Multi-Year expenditure appropriation</b>	2									
0		-	-	-	-	-	-	-	-	-
<b>Total Capital Multi-year expenditure</b>	4,7	-	-	-	-	-	-	-	-	-
<b>Single Year expenditure appropriation</b>	2									
Vote 2 - Community and public safety		-	501	-	-	98	251	(153)	-61%	501
Vote 3 - Economic and environmental services		1 504	4 927	-	823	2 192	2 464	(272)	-11%	4 927
Vote 4 - Trading services		-	91	-	-	21	46	(25)	-54%	91
Vote 5 - Other		-	265	-	-	-	132	(132)	-100%	265
0		-	-	-	-	-	-	-	-	-
<b>Total Capital single-year expenditure</b>	4	1 504	5 784	-	823	2 311	2 892	(581)	-20%	5 784
<b>Total Capital Expenditure</b>		<b>1 504</b>	<b>5 784</b>	<b>-</b>	<b>823</b>	<b>2 311</b>	<b>2 892</b>	<b>(581)</b>	<b>-20%</b>	<b>5 784</b>
<b>Capital Expenditure - Standard Classification</b>										
<b>Executive and council</b>		-	895	-	-	220	448	(228)	-51%	895
Budget and treasury office		-	501	-	-	98	250 701.00	(153)	-61%	501
Corporate services		-	269	-	-	76	134 492.50	(58)	-43%	269
Community and public safety		-	125	-	-	46	62 338.50	(16)	-26%	125
<b>Community and social services</b>		1 504	5 247	-	823	2 192	2 623	(431)	-16%	5 247
Sport and recreation		1 504	4 927	-	823	2 192	2 463 500.00	(272)	-11%	4 927
Public safety		-	-	-	-	-	-	-	-	-
Housing		-	320	-	-	-	159 900.00	(160)	-100%	320
Health		-	-	-	-	-	-	-	-	-
Economic and environmental services		-	-	-	-	-	-	-	-	-
<b>Planning and development</b>		9 485	4 456	-	-	1 843	2 228	(385)	-17%	4 456
Road transport		-	91	-	-	21	45 500.00	(25)	-54%	91
Environmental protection		9 485	4 365	-	-	1 822	2 183	(360)	-17%	4 365
Trading services		-	-	-	-	-	-	-	-	-
<b>Electricity</b>		-	265	-	-	-	132	(132)	-100%	265
Other		-	265	-	-	-	132 350.00	(132)	-100%	265
<b>Total Expenditure - Standard</b>										
<b>Total Capital Expenditure - Standard Classification</b>	3	10 989	10 863	-	823	4 255	5 431	(1 176)	-22%	10 863
<b>Funded by:</b>										
National Government		10 989	7 478	-	863	3 832	3 739 000.00	93	2%	7 478
Provincial Government		-	-	-	-	-	-	-	-	-
District Municipality		-	-	-	-	-	-	-	-	-
Other transfers and grants		-	-	-	-	-	-	-	-	-
<b>Transfers recognised - capital</b>		10 989	7 478	-	863	3 832	3 739	93	2%	7 478
<b>Public contributions &amp; donations</b>	5	-	-	-	-	-	-	-	-	-
<b>Borrowing</b>	6	-	493	-	-	-	246	(246)	-100%	493
<b>Internally generated funds</b>		-	2 892	-	(40)	423	1 446	(1 023)	-71%	2 892
<b>Total Capital Funding</b>		<b>10 989</b>	<b>10 863</b>	<b>-</b>	<b>823</b>	<b>4 255</b>	<b>5 431</b>	<b>(1 176)</b>	<b>-22%</b>	<b>10 863</b>



KZN432 Kwa Sani - Table C5 Monthly Budget Statement - Capital Expenditure (municipal vote, standard classification and funding) - A - M06 December

Vote Description R thousand	Ref	2013/14	Budget Year 2014/15							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
<b>Capital expenditure - Municipal Vote</b>										
<b>Expenditure of multi-year capital appropriation</b>	1									
								-		
								-		
<b>Total multi-year capital expenditure</b>		-	-	-	-	-	-	-		-
<b>Capital expenditure - Municipal Vote</b>										
<b>Expenditure of single-year capital appropriation</b>	1									
								-		
<b>Vote 1 - Governance &amp; Administration</b>		-	895	-	-	220	448	(228)	-51%	895
Executive and council		-	501	-	-	98	251	(153)	-61%	501
Budget and treasury office		-	269	-	-	76	134	(58)	-43%	269
Corporate services		-	125	-	-	46	62	(16)	-26%	125
								-		
<b>Vote 2 - Community &amp; Public Safety</b>		1 504	5 247	-	823	2 192	2 623	(431)	-16%	5 247
Community and social services		1 504	4 927	-	823	2 192	2 464	(272)	-11%	4 927
Public safety		-	320	-	-	-	160	(160)	-100%	320
<b>Economic and environmental services</b>		9 485	4 456	-	-	1 843	2 228	(385)	-17%	4 456
Planning and development		-	91	-	-	21	46	(25)	-54%	91
Road transport		9 485	4 365	-	-	1 822	2 183	(360)	-17%	4 365
<b>Trading services</b>		-	265	-	-	-	132	(132)	-100%	265
Waste management		-	265	-	-	-	132	(132)	-100%	265
								-		
								-		
<b>Total single-year capital expenditure</b>		10 989	10 863	-	823	4 255	5 431	(1 176)	(0)	10 863
<b>Total Capital Expenditure</b>		10 989	10 863	-	823	4 255	5 431	(1 176)	(0)	10 863





**KZN432 Kwa Sani - Table C6 Monthly Budget Statement - Financial Position - M06 December**

Description	Ref	2013/14	Budget Year 2014/15			
		Audited Outcome	Original Budget	Adjusted Budget	YearTD actual	Full Year Forecast
<b>R thousands</b>	1					
<b>ASSETS</b>						
<b>Current assets</b>						
Cash		26 024	5 247		26 971	23 956
Call investment deposits		—	17 847			
Consumer debtors		3 331	4 583		10 096	10 096
Other debtors		1 883	2 178		1 190	1 500
Current portion of long-term receivables		—	—			—
Inventory		6	—			—
<b>Total current assets</b>		<b>31 244</b>	<b>29 856</b>	<b>—</b>	<b>38 257</b>	<b>35 552</b>
<b>Non current assets</b>						
Long-term receivables		—	—			—
Investments		—	—			—
Investment property		10 661	10 661		10 661	10 661
Investments in Associate		—	—			—
Property, plant and equipment		57 934	76 119		62 034	70 034
Agricultural		—	—			—
Biological assets		—	—			—
Intangible assets		77	73			73
Other non-current assets		—	—			—
<b>Total non current assets</b>		<b>68 672</b>	<b>86 854</b>	<b>—</b>	<b>72 695</b>	<b>80 769</b>
<b>TOTAL ASSETS</b>		<b>99 916</b>	<b>116 709</b>	<b>—</b>	<b>110 952</b>	<b>116 321</b>
<b>LIABILITIES</b>						
<b>Current liabilities</b>						
Bank overdraft		—	—			—
Borrowing		817	823		728	823
Consumer deposits		6	6		6	6
Trade and other payables		15 816	9 208		12 589	9 208
Provisions		4 910	—			—
<b>Total current liabilities</b>		<b>21 550</b>	<b>10 038</b>	<b>—</b>	<b>13 323</b>	<b>10 038</b>
<b>Non current liabilities</b>						
Borrowing		1 392	1 170		1 208	1 170
Provisions		—	2 497		506	506
<b>Total non current liabilities</b>		<b>1 392</b>	<b>3 667</b>	<b>—</b>	<b>1 714</b>	<b>1 676</b>
<b>TOTAL LIABILITIES</b>		<b>22 942</b>	<b>13 705</b>	<b>—</b>	<b>15 037</b>	<b>11 714</b>
<b>NET ASSETS</b>	2	<b>76 974</b>	<b>103 004</b>	<b>—</b>	<b>95 915</b>	<b>104 606</b>
<b>COMMUNITY WEALTH/EQUITY</b>						
Accumulated Surplus/(Deficit)		74 268	99 619		93 209	101 900
Reserves		2 705	3 385		2 706	2 706
<b>TOTAL COMMUNITY WEALTH/EQUITY</b>	2	<b>76 974</b>	<b>103 004</b>	<b>—</b>	<b>95 915</b>	<b>104 606</b>



KZN432 Kwa Sani - Table C7 Monthly Budget Statement - Cash Flow - M06 December										
Description	Ref	2013/14	Budget Year 2014/15							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands	1									
<b>CASH FLOW FROM OPERATING ACTIVITIES</b>										
<b>Receipts</b>										
Ratepayers and other		21 140	19 117		6 449	30 579	9 558 294	21 021	220%	42 579
Government - operating		32 191	18 253		-	19 002	9 126 500	9 876	108%	18 253
Government - capital		9 083	7 478		-	4 590	3 739 000	851	23%	7 478
Interest		1 425	1 541		99	588	49 371	538	1091%	1 541
Dividends		-	-		-	-	-	-		-
<b>Payments</b>										
Suppliers and employees		(46 438)	(39 189)		(8 872)	(47 262)	-19 594 675	27 667	-141%	(59 262)
Finance charges		(234)	(160)		-	-	-117 221	(117)	100%	(160)
Transfers and Grants		-	-		-	-	-	-		-
<b>NET CASH FROM/(USED) ON</b>		<b>17 167</b>	<b>7 039</b>	<b>-</b>	<b>(2 324)</b>	<b>7 497</b>	<b>2 761 268</b>	<b>(4 736)</b>	<b>-172%</b>	<b>10 428</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>										
<b>Receipts</b>										
Proceeds on disposal of PPE		-	101		-	-	-	-		101
<b>Payments</b>										
Capital assets		(14 125)	(10 863)		(1 340)	(6 370)	-5 431 282	939	-17%	(10 863)
<b>NET CASH FROM/(USED) IN</b>		<b>(14 125)</b>	<b>(10 762)</b>	<b>-</b>	<b>(1 340)</b>	<b>(6 370)</b>	<b>-5 431 282</b>	<b>939</b>	<b>-17%</b>	<b>(10 762)</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>										
<b>Receipts</b>										
<b>Payments</b>										
Repayment of borrowing		(1 021)	(1 993)		(220)	(439)	-996 722	(557)	56%	(1 993)
<b>NET CASH FROM/(USED) FI</b>		<b>(1 021)</b>	<b>(1 993)</b>	<b>-</b>	<b>(220)</b>	<b>(439)</b>	<b>-996 722</b>	<b>(557)</b>	<b>56%</b>	<b>(1 993)</b>
<b>NET INCREASE/ (DECREAS</b>		<b>2 020</b>	<b>(5 716)</b>	<b>-</b>	<b>(3 884)</b>	<b>688</b>	<b>-3 666 736</b>			<b>(2 327)</b>
Cash/cash equivalents at be		24 003	28 812			26 283	28 811 857			26 283
Cash/cash equivalents at m		26 023	23 095			26 971	25 145 122			23 956



## 2. PART B

### 2.1. Allocation and grants receipts and expenditure

#### 2.1.1 Grant Revenue Analysis

##### i. Grants Transfers from National Government

Grants comprises of 54% of the total revenue of Kwa Sani Local municipality in terms of the approved budget. Therefore Kwa Sani Municipality is grant dependent.

**MIG** –In 2013/2014 the municipality had 100% spending for MIG. The amount that was received by the municipality for MIG was R 9 083 000.00.

Unspent 2013/14	Budget 2014/15	Actual Received	Actual Spending	% Spending to date
R NIL	R 7 478 000	R 4 590 000	R 3 832 193	51%

**Finance Management Grant** – In 2013/2014 financial year the municipality received R 1 650 000 and the whole amount was spent.

#### Finance Management Grant

Unspent 2013/2014	Budget 2014/2015	Actual Received	Actual Spending	% Spending to date
NIL	R 1 800 000	R 1 800 000	R 1 259 787	69%

**Municipal Systems Improvement Grant** – In 2013/2014 financial year the municipality received R 890 000, 100% of which was spent.



**Municipal Systems Improvement Grant**

<b>Unspent 2013/2014</b>	<b>Budget 2014/2015</b>	<b>Actual Received</b>	<b>Actual Spending</b>	<b>% Spending to date</b>
NIL	R 934 000	R 934 000	R 607 339	<b>65%</b>

**Other Grants**

<b>Unspent 2013/2014</b>	<b>Budget 2014/2015</b>	<b>Actual Received</b>	<b>Actual Spending</b>	<b>% Spending to date</b>
R 2 870 145	R 1 892 000	R 1 117 000	R 1 958 316	<b>103%</b>

Other grants includes Corridor Development Grant of R 1 357 303, Free Basic Services of R 190 807, Expanded Public works Programme of R 1 081 000, Arts & Culture grant of R 661 000 and other grants.



<b>2.2 STATEMENT OF FINANCIAL PERFORMANCE</b>					
<b>REVENUE ANALYSIS BY SOURCE</b>					
	<b>Annual Budget</b>	<b>Budget to date (July-December)</b>	<b>Actuals</b>	<b>Variance</b>	<b>Variance %</b>
PROPERTY RATES	-13 482 890	-6 741 445	-5 934 673	-806 772	12
PENALTIES AND COLLECTION CHARGES	-1 069 870	-534 935	-538 600	3 665	-1
SERVICE CHARGES	-2 164 188	-1 082 094	-1 037 255	-44 839	4
INTEREST ON INVESTMENTS	-1 541 229	-770 615	-587 869	-182 745	24
FINES	-106 874	-53 437	-17 350	-36 087	68
RENTAL	-352 902	-176 451	-160 208	-16 243	9
GOVERNMENTS GRANTS	-25 756 488	-12 878 244	-18 217 223	5 338 979	-41
OTHER INCOME	-3 021 613	-1 510 807	-239 231	-1 271 575	84
<b>TOTAL INCOME</b>	<b>-47 496 054</b>	<b>-23 748 027</b>	<b>-26 732 410</b>	<b>2 984 383</b>	<b>-6</b>
<b>EXPENDITURE BY TYPE</b>					
	<b>Annual Budget</b>	<b>Budget to date (July-December)</b>	<b>Actuals</b>	<b>Variance</b>	<b>Variance %</b>
EMPLOYEE RELATED COSTS	18 707 358	9 353 679	8 800 929	552 750	3
REMUNERATION OF COUNCILLORS	1 540 683	770 342	780 504	-10 162	-1
REPAIRS AND MAINTENANCE	1 399 383	699 692	441 116	258 576	18
BAD DEBTS	0	0		0	0
DEPRECIATION	2 078 481	1 039 241	0	1 039 241	50
FINANCE COST	160 286	80 143	0	80 143	50
CONTRACTED SERVICES	7 733 100	3 866 550	2 183 284	1 683 266	22
GENERAL EXPENSES	8 386 555	4 193 278	7 390 679	-3 197 401	-38
<b>TOTAL EXPENDITURE</b>	<b>40 005 846</b>	<b>20 002 923</b>	<b>19 596 511</b>	<b>406 412</b>	<b>104</b>
<b>SURPLUS</b>	<b>-7 490 208</b>	<b>-3 745 104</b>	<b>-7 135 899</b>	<b>3 390 795</b>	<b>98</b>

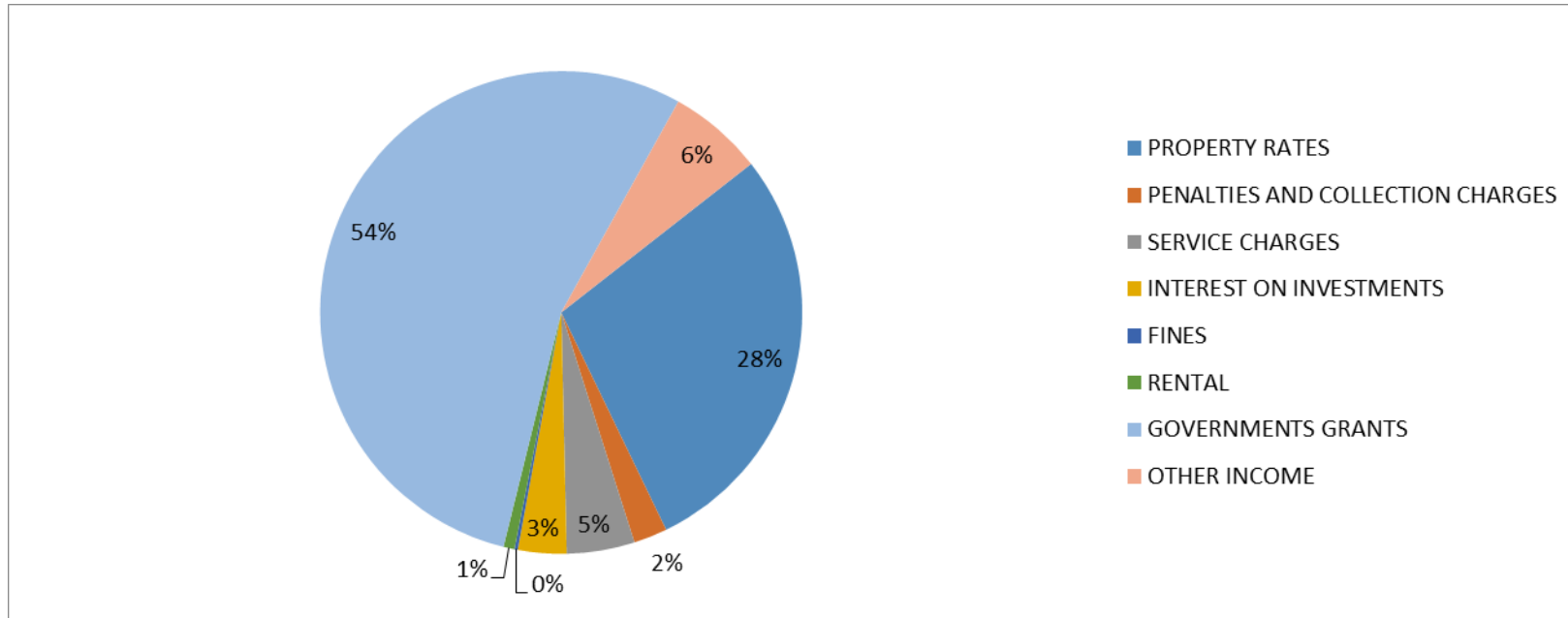


**2.2.1 Revenue Analysis By Source**

	<b>Annual Budget</b>	<b>Budget to date (July-December)</b>	<b>Actuals</b>	<b>Variance</b>	<b>Variance %</b>
PROPERTY RATES	-13 482 890	-6 741 445	-5 934 673	-806 772	12
PENALTIES AND COLLECTION CHARGES	-1 069 870	-534 935	-538 600	3 665	-1
SERVICE CHARGES	-2 164 188	-1 082 094	-1 037 255	-44 839	4
INTEREST ON INVESTMENTS	-1 541 229	-770 615	-587 869	-182 745	24
FINES	-106 874	-53 437	-17 350	-36 087	68
RENTAL	-352 902	-176 451	-160 208	-16 243	9
GOVERNMENTS GRANTS	-25 756 488	-12 878 244	-18 217 223	5 338 979	-41
OTHER INCOME	-3 021 613	-1 510 807	-239 231	-1 271 575	84
<b>TOTAL INCOME</b>	<b>-47 496 054</b>	<b>-23 748 027</b>	<b>-26 732 410</b>	<b>2 984 383</b>	<b>-6</b>

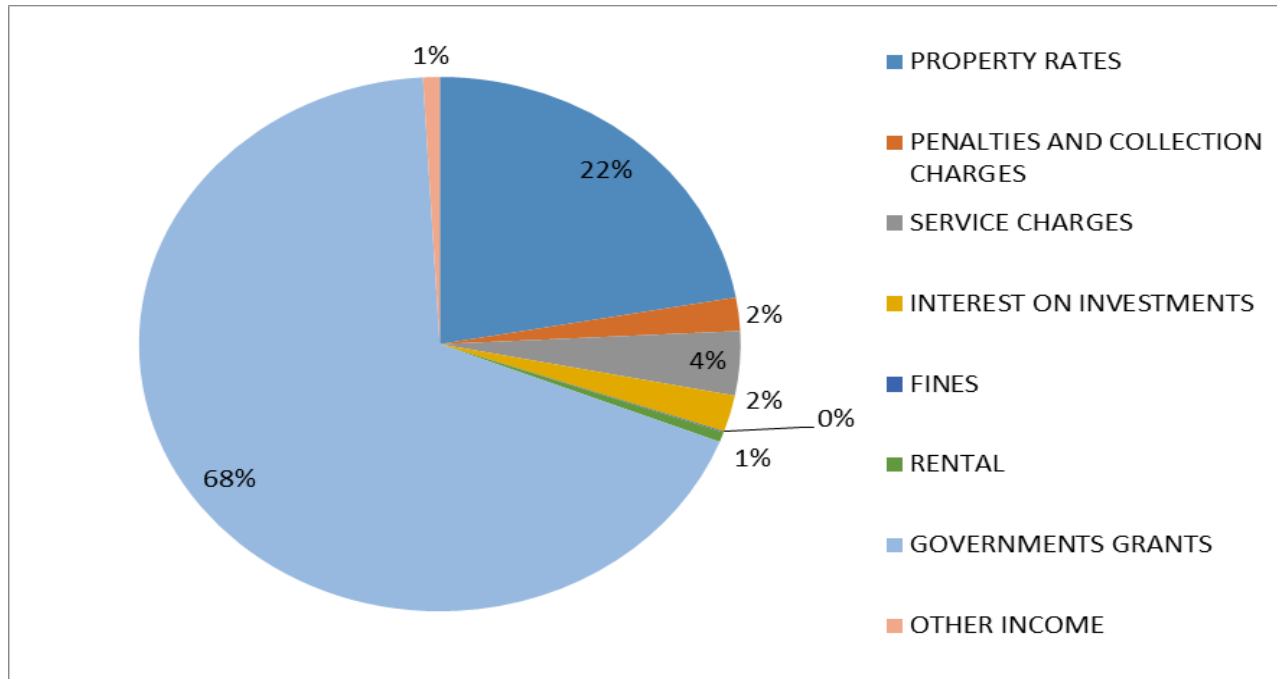


### 2.2.2 Revenue Analysis by source based on budgeted annual figures





### 2.2.3 Revenue Analysis by source based on Actuals: July – December 2014







## 2.3 EXPENDITURE ANALYSIS

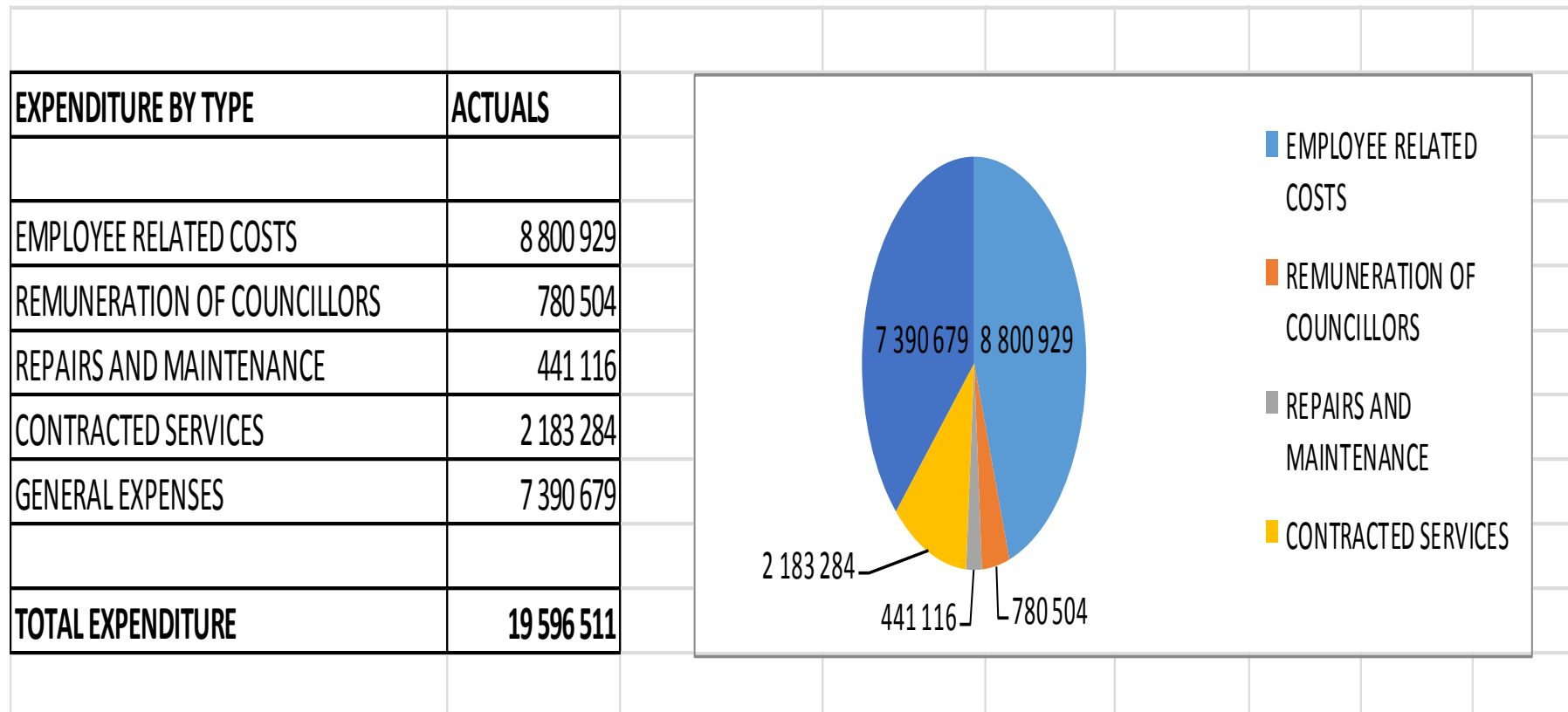
### 2.3.1 Expenditure by Type

The expenditure by type to date is as follows:

	<b>Annual Budget</b>	<b>Budget to date (July-December)</b>	<b>Actuals</b>	<b>Variance</b>	<b>Variance %</b>
EMPLOYEE RELATED COSTS	18 707 358	9 353 679	8 800 929	552 750	3
REMUNERATION OF COUNCILLORS	1 540 683	770 342	780 504	-10 162	-1
REPAIRS AND MAINTENANCE	1 399 383	699 692	441 116	258 576	18
BAD DEBTS	0	0		0	0
DEPRECIATION	2 078 481	1 039 241	0	1 039 241	50
FINANCE COST	160 286	80 143	0	80 143	50
CONTRACTED SERVICES	7 733 100	3 866 550	2 183 284	1 683 266	22
GENERAL EXPENSES	8 386 555	4 193 278	7 390 679	-3 197 401	-38
<b>TOTAL EXPENDITURE</b>	<b>40 005 846</b>	<b>20 002 923</b>	<b>19 596 511</b>	<b>406 412</b>	<b>104</b>



**2.3.2 Expenditure by type based on actuals from 1 July 2013 – 31 December 2014**



The employee related cost percentage for actual figures is 44% which is closer to the recommended percentage for local government and the municipality is expected to keep this percentage considering that are unspent grants that would be included in the adjustment budget which were included in the original budget.



## 2.4 Councilors allowances and employees benefits

### 2.4.1 Employee related cost

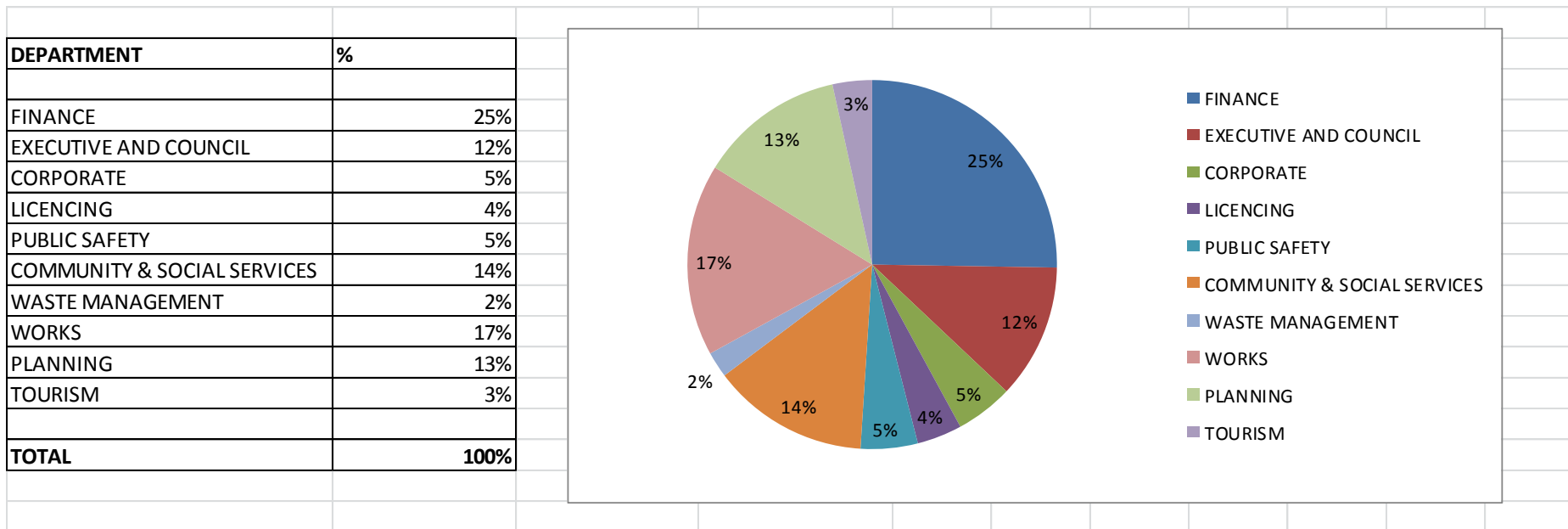
The employee related cost to date per department is as follows:

DEPARTMENT	ANNUAL BUDGET	ACTUALS TO DATE	ACTUALS TO DATE %
FINANCE	3 895 182	2 220 884	57%
EXECUTIVE AND COUNCIL	2 407 335	1 036 483	43%
CORPORATE	1 804 204	442 362	25%
LICENCING	714 859	346 821	49%
PUBLIC SAFETY	1 575 494	438 576	28%
COMMUNITY & SOCIAL SERVICES	2 274 703	1 207 457	53%
WASTE MANAGEMENT	1 447 324	198 689	14%
WORKS	2 327 326	1 478 198	64%
PLANNING	1 704 610	1 119 443	66%
TOURISM	556 322	303 812	55%
<b>TOTAL</b>	<b>18 707 359</b>	<b>8 792 725</b>	<b>47%</b>

The overall actual to date percentage expenditure of 47% is acceptable considering that the bonuses we paid in November 2014. The maximum acceptable overall expenditure percentage to date is 54% ( 7/13 months) if things works according to the budgeted assumptions and there are no savings or new post created during the year or there were no increases on salaries of certain employees during the year that were not anticipated. Other departments have percentage expenditure above 54% because of restructuring that was done during the year which has not been updated on Payroll system e.g. other employees were transferred from Waste to Works and other from Admin to Corporate.



**2.4.2 The graph below shows the Employee cost distribution per department**





### 2.4.3 Detailed employee related cost

KWA SANI MUNICIPALITY				
DETAILED EMPLOYEE RELATED COST - ANNUAL BUDGET vs ACTUALS				
Item	Budget	Actuals	Actuals %	
<b>30 EMP RELATED COSTS - WAGES</b>				
3000 SALARY	12 949 558	5 834 836	45	
3002 ANNUAL BONUS	1 169 572	837 232	72	
3003 CELL PHONE ALLOWANCES	6 846	3 278	48	
3004 TRANSPORT ALLOWANCES	199 665	95 601	48	
3006 EPWP STIPEND	81 855	195 920	239	
3007 OVERTIME	608 387	380 382	63	
3008 HOUSING ALLOWANCE	68 121	32 144	47	
3009 ACTING ALLOWANCE	218 086	18 943	9	
3010 BACK PAY	78 377	54 426	69	
3011 RE-IMBURSIVE TRAVEL	266 562	324 159	122	
3013 LONG SERVICE BONUS		8 204	-100	
4550 LEAVE PROVISION	536 025		0	
3101 PENSION FUND CONTRIBUTIONS	57 136	12 036	21	
3102 BARGAINING COUNCIL	824	102	12	
4510 RE-IMBURSIVE TRAVEL	125 432	200	0	
<b>Sub section Total:</b>	<b>16 366 446</b>	<b>7 797 462</b>	<b>48</b>	
<b>31 EMP RELATED COSTS - SOCIAL</b>				
Item	Budget	Actuals	Actuals %	
3100 MEDICAL AID CONTRIBUTIONS	556 919	219 387	39	
3101 PENSION FUND CONTRIBUTIONS	1 477 825	649 142	44	
3102 BARGAINING COUNCIL	7 086	3 397	48	
3103 UIF	124 423	54 882	44	
3105 SKILLS DEVELOPMENT LEVY	174 659	76 659	44	
<b>Sub section Total:</b>	<b>2 340 912</b>	<b>1 003 467</b>	<b>43</b>	
<b>TOTAL FOR EMPLOYEE RELATED COST</b>	<b>18 707 358</b>	<b>8 800 929</b>	<b>47</b>	



**2.4.4 Detailed Councilors allowances**

<b>KWA SANI MUNICIPALITY</b>				
<b>DETAILED COUNCILLORS REMUNERATION - ANNUAL BUDGET vs ACTUALS</b>				
<b>34 REMUNERATION OF COUNCILLORS</b>				
3400	COUNCILLOR ALLOWANCES	1 260 736	631 036	50
3403	CELLPHONE ALLOWANCES	92 664	57 150	62
3404	TRANSPORT ALLOWANCES	187 283	92 317	49
		-----	-----	-----
	<b>TOTAL</b>	<b>1 540 683</b>	<b>780 504</b>	<b>51</b>
		=====	=====	=====



2.5. Capital Programme performance

<b>KWA SANI MUNICIPALITY</b>			
<b>SUMMARY OF CAPEX FOR 2014/2015 - 31 DECEMBER 2014</b>			
	<b>BUDGET</b>	<b>ACTUALS</b>	<b>ACTUALS %</b>
Extension to License Building & Upgrade of Sceptic Tank	800 000	0	0
Electrification of Community Halls	60 000	47 188	79
COMPUTER EQUIPMENT	174 756	164 046	94
FURNITURE AND FITTINGS	670 902	157 318	23
Maintanence of Buildings & Halls	300 000		0
UPGRADES COMMUNITY ASSETS - Halls & Taxi Rank	50 000	0	0
OTHER EQUIPMENTS	34 500	13 606	39
ADD 5 NEW USERS ON SAMRAS	125 000	18 800	15
IT INFRASTRUCTURE AND DEVELOPMENT	114 677	0	0
TRAILER 2.6 x 1.6	12 000	0	0
Vehicles X 1 - traffic dept	300 000	0	0
WORKS BAKKIE & MAYORAL CAR	742 728	21 987	3
<b>MIG PROJECTS</b>			
UPGRADE OF WOOD FORD ROAD		40 767	-100
UPGRADE OF STREETS LIGHTS		396 872	-100



RIDGE SPORTS FIELD		44 300	-100
ZINKWANA PEDESTRIAN BRIDGE	4 330 889	1 110 884	26
BUS SHELTERS & UPGRADE OF UNDERGBERG TAXI RANK		16 724	-100
UMQATSHENI VILLAGE ACCESS ROAD		196 800	-100
KWAPITELA GRAVEL ROAD AND CAUSEWAY		78 212	-100
ENHLANHLENI CRECHE	1 573 556	916 303	58
SONDELANI CRECHE	1 573 556	843 597	54
RIDGE VILLAGE ACCESS ROAD		187 734	-100
<b>TOTAL</b>	<b>10 862 564</b>	<b>4 255 138</b>	<b>39</b>
<b>FUNDING</b>			
MIG	7 478 000	3 832 193	51
INTERNALLY GENERATED REVENUE - TRF FROM INVESTMENTS	3 384 564	422 945	12
<b>TOTAL</b>	<b>10 862 564</b>	<b>4 255 138</b>	<b>39</b>
<b>FUNDING</b>	%	-	-
MIG	69%	90%	
INTERNALLY GENERATED REVENUE - TRF FROM INVESTMENTS	31%	10%	
<b>TOTAL</b>	<b>100%</b>	<b>100%</b>	<b>0%</b>





## 2.6 Debtors Age Analysis

AD : AGE ANALYSIS OF DEBTORS (All values in Rand)

Save File as : Muncde\_AD\_ccyy\_Mnn.XLS (e.g.: GT411\_AD\_2005\_M10)

Change Year End (ccyy) to Financial Year End (e.g.: 2005 for year 2004/2005) and Month End (Mnn) to Active Month (M01=July...M12=June)(e.g.: M10)

Change Muncde to your own municipal code (e.g.: GT411)

To Save File press the following keys at the same time with Caps Lock off: Ctrl Shift S

Year End	Month End	Mun	Item	Detail	0 - 30 Days	31 - 60 Days	61 - 90 Days	91 - 120 Days	121 - 150 Days	151 - 180 Days	181 Days - 1 Year	Over 1 Year	Total	Actual Bad Debts Written Off against Debtors	Impairment - Bad Debts i.t.o Council Policy
2015	M06	KZN432	1100	Debtors Age Analysis By Income Source											
			1200	Trade and Other Receivables from Exchange Transactions - Water	0	0	0	0	0	0	0	0	0	0	0
			1300	Trade and Other Receivables from Exchange Transactions - Electricity	0	0	0	0	0	0	0	0	0	0	0
			1400	Receivables from Non-exchange Transactions - Property Rates	945 564	505 222	333 109	278 916	411 927	9 257 409	0	0	11 732 147	0	8 821 342
			1500	Receivables from Exchange Transactions - Waste Water Management	0	0	0	0	0	0	0	0	0	0	0
			1600	Receivables from Exchange Transactions - Waste Management	230 409	119 095	70 546	59 034	55 898	1 073 015	0	0	1 607 997	0	1 209 045
			1700	Receivables from Exchange Transactions - Property Rental Debtors	28 931	24 744	8 013	8 013	8 013	8 013	0	0	85 727	0	64 458
			1810	Interest on Arrear Debtor Accounts	0	0	0	0	0	0	0	0	0	0	0
			1820	Recoverable unauthorised, irregular or fruitless and wasteful Expenditure	0	0	0	0	0	903	0	0	903	0	679
			1900	Other	0	0	0	0	0	0	0	0	0	0	0
			2000	Total By Income Source	1 204 904	649 061	411 668	345 963	475 838	10 339 340	0	0	13 426 774	0	10 095 524
			2100	Debtors Age Analysis By Customer Group											
			2200	Organs of State	136 309	30 557	11 435	11 480	138 591	302 598	0	0	630 970	0	295 164
			2300	Commercial	64 139	194 492	108 179	82 113	78 863	5 714 732	0	0	6 242 518	0	3 979 435
			2400	Households	202 306	300 485	191 469	158 454	143 556	4 322 010	0	0	5 318 280	0	4 334 393
			2500	Other	802 150	123 527	100 585	93 916	114 828	0	0	1 235 006	0	1 486 532	
			2600	Total By Customer Group	1 204 904	649 061	411 668	345 963	475 838	10 339 340	0	0	13 426 774	0	10 095 524
Notes:															
Property Rental Debtors: including housing and land sale debtors															
Total By Income Source = Total by Customer Group															
The total debtors amount must balance the total amount reflected for debtors on the BSAC return.															
Bad Debts=Bad Debts written off during the month															
Impairment - Bad Debts i.t.o Council Policy :															
The aim of this schedule is to ensure that the impairment contribution is done in a structured manner															
The impairment amount that is entered in this block should be the aggregated amount as per the calculation formula in the municipality															
If a formula to calculate impairment is not in place this is a tool that can be used to develop such a formula and get it approved as part of the accounting policy															



2.7 CASHFLOW STATEMENT

Year End	Month End	Mun	Item	Detail	Month 1 July	Month 2 Aug	Month 3 Sept	Month 4 Oct	Month 5 Nov	Month 6 Dec
2015	M06	KZN432	3000	Cash Receipts by Source						
			3010	Property rates	703 068	315 654	608 618	1 183 890	770 501	880 462
			3020	Property rates - penalties & collection charges	0	0	0	0	0	0
			3030	Service charges - electricity revenue	0	0	0	0	0	0
			3040	Service charges - water revenue	0	0	0	0	0	0
			3050	Service charges - sanitation revenue	0	0	0	0	0	0
			3060	Service charges - refuse revenue	39 733	52 447	126 836	178 545	158 769	188 412
			3070	Service charges - other	0	0	0	0	0	0
			3080	Rental of facilities and equipment	0	0	0	0	0	0
			3090	Interest earned - external investments	79 074	90 213	116 944	102 139	100 758	98 741
			3100	Interest earned - outstanding debtors	25 115	0	0	0	0	0
			3110	Dividends received	0	0	0	0	0	0
			3120	Fines	8 200	0	1 900	3 400	2 550	1 300
			3130	Licences and permits	42 881	18 063	22 506	34 724	18 853	24 313
			3140	Agency services	0	0	0	0	0	0
			3150	Transfer receipts - operational	7 194 000	5 091 928	0	0	6 716 500	0
			3160	Other revenue	139 455	12 568 765	2 673 096	3 327 052	1 104 793	5 354 655
			3170	Cash Receipts by Source	8 231 526	18 137 070	3 549 900	4 829 750	8 872 724	6 547 883
			3180	Other Cash Flows/Receipts by Source						
			3190	Transfer receipts - capital	4 590 000	0	0	0	0	0
			3200	Contributions recognised - capital & Contributed	0	0	0	0	0	0
			3210	Proceeds on disposal of PPE	0	0	0	0	0	0
			3220	Short term loans	0	0	0	0	0	0
			3230	Borrowing long term/refinancing	0	0	0	0	0	0
			3240	Increase (decrease) in consumer deposits	0	0	0	0	0	0
			3250	Decrease (increase) in non-current debtors	0	0	0	0	0	0
			3260	Decrease (increase) other non-current	0	0	0	0	0	0
			3270	Decrease (increase) in non-current investments	0	0	0	0	0	0
			3280	Total Cash Receipts by Source	12 821 526	18 137 070	3 549 900	4 829 750	8 872 724	6 547 883
			4000	Cash Payments by Type						
			4010	Employee related costs	1 245 234	1 320 636	1 338 405	1 365 768	2 067 613	2 040 783
			4020	Remuneration of councillors	130 084	130 084	130 084	130 084	130 084	130 084
			4030	Collection costs	0	0	0	0	0	0
			4040	Interest paid	0	0	0	0	0	0
			4050	Bulk purchases - Electricity	0	0	0	0	0	0
			4060	Bulk purchases - Water & Sewer	0	0	0	0	0	0
			4070	Other materials	0	0	0	0	0	0
			4080	Contracted services	688 023	465 802	406 845	574 869	301 478	817 232
			4090	Grants and subsidies paid - other municipalities	0	0	0	0	0	0
			4100	Grants and subsidies paid - other	0	0	0	0	0	0
			4110	General expenses	3 507 124	14 204 919	2 863 116	4 383 915	3 005 799	5 883 839
			4120	Cash Payments by Type	5 570 465	16 121 441	4 738 450	6 454 636	5 504 974	8 871 938
			4130	Other Cash Flows/Payments by Type						
			4140	Capital assets	2 060 594	0	886 644	1 002 152	1 080 286	1 340 119
			4150	Repayment of borrowing	218 980	0	0	0	0	220 304
			4160	Other Cash Flows/Payments	0	0	0	0	0	0
			4170	Total Cash Payments by Type	7 850 039	16 121 441	5 625 094	7 456 788	6 585 260	10 432 361
			4180	Net Increase/(Decrease) in Cash Held	4 971 487	2 015 629	-2 075 194	-2 627 038	2 287 464	-3 884 478
			4190	Cash/cash equivalents at the month/year begin:	26 283 148	31 254 635	33 270 264	31 195 070	28 568 032	30 855 496
			4200	Cash/cash equivalents at the month/year end:	31 254 635	33 270 264	31 195 070	28 568 032	30 855 496	26 971 018



## 2.8 Creditors' Age Analysis

AC : AGE ANALYSIS OF CREDITORS (All values in Rand)

Save File as : Muncde\_AC\_ccyy\_Mnn.XLS (e.g.: GT411\_AC\_2005\_M10)

Change Year End (ccyy) to Financial Year End (e.g.: 2005 for year 2004/2005) and Month End (Mnn) to Active Month (M01=July...M12=June)(e.g.: M10)

Change Muncde to your own municipal code (e.g.: GT411)

If (and only if) Creditors per function not available, list top 10 creditors by name

To Save File press the following keys at the same time with Caps Lock off: Ctrl Shift S

Year End	Month End	Mun	Item	Detail	0 - 30 Days	31 - 60 Days	61 - 90 Days	91 - 120 Days	121 - 150 Days	151 - 180 Days	181 Days - 1 Year	Over 1 Year	Total
2015	M06	KZN432	0100	Bulk Electricity	0	0	0	0	0	0	0	0	0
			0200	Bulk Water	0	0	0	0	0	0	0	0	0
			0300	PAYE deductions	0	0	0	0	0	0	0	0	0
			0400	VAT (output less input)	0	0	0	0	0	0	0	0	0
			0500	Pensions / Retirement deductions	0	0	0	0	0	0	0	0	0
			0600	Loan repayments	0	0	0	0	0	0	0	0	0
			0700	Trade Creditors	741 923	0	0	0	0	0	0	0	741 923
			0800	Auditor General	232 439	0	0	0	0	0	0	0	232 439
			0900	Other	109 283	0	0	0	0	0	0	0	109 283
			1000	<b>Total</b>	<b>1 083 645</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1 083 645</b>
			TP01	Auditor General	232 439	0	0	0	0	0	0	0	232 439
			TP02	Nashua	52 559	0	0	0	0	0	0	0	52 559
			TP03	Mays Auto Centre	42 434	0	0	0	0	0	0	0	42 434
			TP04	Pure Grit	26 394	0	0	0	0	0	0	0	26 394
			TP05	Nqolobane Technologies	11 900	0	0	0	0	0	0	0	11 900
			TP06	Supa Quick	8 061	0	0	0	0	0	0	0	8 061
			TP07	Ilanga Newspaper	6 229	0	0	0	0	0	0	0	6 229
			TP08	Out there Services	1 587	0	0	0	0	0	0	0	1 587
			TP09	Tetra Mobile	222	0	0	0	0	0	0	0	222
			TP10	Other	701 820	0	0	0	0	0	0	0	701 820
			TOT	<b>Total</b>	<b>1 083 645</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1 083 645</b>



**2.9 BUDGET COMPARISON**

**SUMMARY OF INCOME AND EXPENDITURE**

**JULY 2013 - DECEMBER 2014**

Item	Budget	Actuals	Difference	% Difference
<b>13 FINES</b>				
1300 FINES	-106 874	-17 350	-89 524	84
1301 COURT DISCOUNT - FINES				
<b>TOTAL</b>	<b>-106 874</b>	<b>-17 350</b>	<b>-89 524</b>	<b>84</b>
<b>16 GRANTS RECEIVED</b>				
1610 GOVERNMENT EQUITABLE SHARE	-13 627 000	-9 936 000	-3 691 000	27
1613 MUN FIN MANAGEMENT GRANT	-1 800 000	-1 259 787	-540 213	30
1616 MSIG GRANT	-934 000	-607 339	-326 661	35
1623 ARTS & CULTURE GRANTS	-661 000		-661 000	100
1624 Sports Grant Income	-150 000		-150 000	100
1628 FREE SERVICES GRANT		-128 410	128 410	-100
1633 MIG GRANT	-7 478 000	-3 832 193	-3 645 807	49
1636 ARTS AND CULTURE GRANT		-320 996	320 996	-100
1639 EPWP-INCENTIVE GRANT	-1 081 000	-170 600	-910 400	84



1642	ANIMAL POUND	-25 488		-25 488	100
1645	CORRIDOR DEVELOPMENT		-1 961 898	1 961 898	-100
	<b>TOTAL</b>	<b>-25 756 488</b>	<b>-18 217 223</b>	<b>-7 539 265</b>	<b>225</b>

**70 RENTALS**

7000	RENTALS	-352 902	-160 208	-192 694	55
		-----	-----	-----	-----
<b>Sub</b>	<b>section Total:</b>	<b>-352 902</b>	<b>-160 208</b>	<b>-192 694</b>	<b>55</b>
		=====	=====	=====	=====

**80 INTEREST RECEIVED**

8000	INTEREST ON INVESTMENTS	-1 541 229	-587 869	-953 360	62
		-----	-----	-----	-----
<b>Sub</b>	<b>section Total:</b>	<b>-1 541 229</b>	<b>-587 869</b>	<b>-953 360</b>	<b>62</b>
		=====	=====	=====	=====

**90 TARIFF INCOME**

9000	SERVICE CHARGE	-2 164 188	-1 189 121	-975 067	45
9001	REFUSE REBATE		151 867	-151 867	-100
		-----	-----	-----	-----
<b>Sub</b>	<b>section Total:</b>	<b>-2 164 188</b>	<b>-1 037 255</b>	<b>-1 126 933</b>	<b>52</b>
		=====	=====	=====	=====



**17 OTHER REVENUE**

1701	DISCOUNT RECEIVED	-25 488		-25 488	100
1702	LEARNERS LICENCES				
1703	SUNDRY INCOME	-60 888	-4 164	-56 724	93
1704	SKILLS LEVY INCOME	-11 214	-8 487	-2 727	24
1707	BUILDING PLANS	-91 152	-73 408	-17 744	19
1709	GARDEN REFUSE	-2 483		-2 483	100
1710	REFUSE BAG SALES	-1 534	-947	-587	38
1711	REFUSE REMOVAL	-3 389		-3 389	100
1008	OTHER		-594	594	-100
1713	PROFIT ON DISPOSAL OF FIXED ASSETS	-106 200		-106 200	100
1714	LICENCE CONVERSION	-95		-90	100
1715	MV LICENCES	-223 009	-139 083	-83 926	38
1718	HALL HIRE	-2 485	-1 522	-963	39
1719	BURIAL FEES	-1 243	-2 244	1 001	-81
1720	CEMETARY FEES		-591	591	-100
1724	TAXI PERMITS	-8 069	-477	-7 592	94
1725	VENDOR PERMITS	-1 275	-2 276	1 001	-79
1734	LEARNERS LICENCES	-509 760		-509 760	100
2002	RATES CERTIFICATES	-1 784	-3 783	1 999	-112
1743	KZN PBA Application	-2 071		-2 071	100
1744	VAT REFUND-OTHER INCOME	-1 589 553		-1 589 553	100
1745	GIS SOFTWARE	-341 173		-341 173	100
1746	ADVERTISING	-38 748		-38 748	100
1747	SDF				
1748	LIBRARY REVENUE		-1 655	1 655	-100



7000 RENTALS

<b>TOTAL</b>	<b>-3 021 613</b>	<b>-239 231</b>	<b>-2 782 377</b>	<b>775</b>
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**20 PROPERTY RATES**

2000 GENERAL RATES	-21 388 237	-9 999 246	-11 388 991	53
2001 GENERAL RATES REBATE	7 902 047	4 024 066	3 877 981	49
2003 DISCOUNT ALLOWED	3 300	40 507	-37 207	-1 127
<b>TOTAL</b>	<b>-13 482 890</b>	<b>-5 934 673</b>	<b>-7 548 217</b>	<b>-1 025</b>

**35 PENALTY**

3500 PENALTY	-748 443	84 297	-832 740	111
3501 COLLECTION CHARGES	-321 427	-622 897	301 470	-94

<b>Sub section Total:</b>	<b>-1 069 870</b>	<b>-538 600</b>	<b>-531 270</b>	<b>50</b>
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<b>TOTAL</b>	<b>-47 496 054</b>	<b>-26 732 410</b>	<b>-20 763 639</b>	<b>0</b>
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**30 EMP RELATED COSTS - WAGES**

3000 SALARY	12 949 558	5 834 836	7 114 722	55
3002 ANNUAL BONUS	1 169 572	837 232	332 340	28
3003 CELL PHONE ALLOWANCES	6 846	3 278	3 568	52
3004 TRANSPORT ALLOWANCES	199 665	95 601	104 064	52



3005	PERFORMANCE BONUS				
3006	EPWP STIPEND	81 855	195 920	-114 065	-139
3007	OVERTIME	608 387	380 382	228 005	37
3008	HOUSING ALLOWANCE	68 121	32 144	35 977	53
3009	ACTING ALLOWANCE	218 086	18 943	199 143	91
3010	BACK PAY	78 377	54 426	23 951	31
3011	RE-IMBURSIVE TRAVEL	266 562	324 159	-57 597	-22
3012	HOUSING ALLOWANCE				
3013	LONG SERVICE BONUS		8 204	-8 204	-100
4550	LEAVE PROVISION	536 025		536 025	100
3101	PENSION FUND CONTRIBUTIONS	57 136	12 036	45 100	79
3102	BARGAINING COUNCIL	824	102	722	88
4510	RE-IMBURSIVE TRAVEL	125 432	200	125 232	100
	<b>TOTAL</b>	<b>16 366 446</b>	<b>7 797 462</b>	<b>8 568 984</b>	<b>505</b>

**31 EMP RELATED COSTS - SOCIAL**

Item	Budget To date	Total Balance	Difference	% Differ.
3100	556 919	219 387	337 532	61
3101	1 477 825	649 142	828 683	56
3102	7 086	3 397	3 689	52
3103	124 423	54 882	69 541	56





3105	SKILLS DEVELOPMENT LEVY	174 659	76 659	98 000	56
		-----	-----	-----	-----
<b>Sub</b>	<b>section Total:</b>	<b>2 340 912</b>	<b>1 003 467</b>	<b>1 337 445</b>	<b>57</b>
		=====	=====	=====	=====

**34 REMUNERATION OF COUNCILLORS**

3400	COUNCILLOR ALLOWANCES	1 260 736	631 036	629 700	50
3402	MEDICAL AID CO. CONTRTIBUTIONS				
3403	CELLPHONE ALLOWANCES	92 664	57 150	35 514	38
3404	TRANSPORT ALLOWANCES	187 283	92 317	94 966	51
		-----	-----	-----	-----
<b>Sub</b>	<b>section Total:</b>	<b>1 540 683</b>	<b>780 504</b>	<b>760 179</b>	<b>49</b>
		=====	=====	=====	=====

**37 DEPRECIATION**

3700	DEPRECIATION	2 078 481		2 078 481	100
		-----	-----	-----	-----
<b>Sub</b>	<b>section Total:</b>	<b>2 078 481</b>		<b>2 078 481</b>	<b>100</b>
		=====	=====	=====	=====

**38 REPAIRS & MAINTENANCE**

3800	OFFICE BUILDING	41 319	7 883	33 436	81
3801	OFFICE FURNITURE & FITTINGS				



3802	BUILDINGS & STRUCTURES	863	235	628	73
3803	DAM				
3804	EQUIPMENT	2 664	2 309	355	13
3805	GROUNDS				
3806	PUMPS				
3807	VEHICLES	148 436	124 671	23 765	16
3808	DUMP	42 783	43 358	-575	-1
3810	TRACTORS & TRAILERS	118 980	10 768	108 212	91
3811	ROADS	1 019 345	247 978	771 367	76
3813	TAXI RANK		3 709	-3 709	-100
3815	OFFICE MACHINES				
3816	COMMONAGE				
3817	COMM HALLS & SPORTSFIELD	24 993	205	24 788	99
		-----	-----	-----	-----
<b>Sub</b>	<b>section Total:</b>	<b>1 399 383</b>	<b>441 116</b>	<b>958 267</b>	<b>68</b>
		=====	=====	=====	=====
<b>39</b>	<b>INTEREST</b>				
3900	INTEREST PAID	74 955	56 808	18 147	24
		-----	-----	-----	-----
<b>Sub</b>	<b>section Total:</b>	<b>74 955</b>	<b>56 808</b>	<b>18 147</b>	<b>24</b>
		=====	=====	=====	=====
<b>40</b>	<b>FINANCE CHARGES</b>				
4000	SERVICE COSTS	43 823		43 823	100



4001	INTEREST ON LONG SERVICE AWARDS	41 507		41 507	100
		-----	-----	-----	-----
<b>Sub</b>	<b>section Total:</b>	<b>85 330</b>		<b>85 330</b>	<b>100</b>
		=====	=====	=====	=====
<b>43</b>	<b>GRANTS EXPENDITURE</b>				
4300	LIBRARY GRANT SALARY				
4567	TRANSFERS & GRANTS	370 421		370 421	100
		-----	-----	-----	-----
<b>Sub</b>	<b>section Total:</b>	<b>370 421</b>		<b>370 421</b>	<b>100</b>
		=====	=====	=====	=====
<b>44</b>	<b>GENERAL EXPENSES</b>				
3801	OFFICE FURNITURE & FITTINGS				
3807	VEHICLES	16 026	11 914	4 112	26
3811	ROADS				
3813	TAXI RANK	10 724	3 248	7 476	70
3815	OFFICE MACHINES				
4400	AUDIT COMMITTEE	97 742	62 840	34 902	36
4401	DISASTER MANAGEMENT	53 355	8 967	44 388	83
4402	DEEDS RETURNS	1 673	1 266	407	24
4403	FUEL & OIL	631 766	364 052	267 714	42
4404	FURNITURE & EQUIPMENT	17 585	42	17 543	100
4405	INSURANCES	136 118	70 596	65 522	48
4406	LEGAL FEES	450 950	368 015	82 935	18



4407	SECURITY	773 880	218 449	555 431	72
4408	SUBSCRIPTIONS	2 228	96	2 132	96
4409	SUBSISTENCE & TRAVEL	605 983	562 538	43 445	7
4410	SUNDRY	54 071	23 952	30 119	56
4411	SPECIAL & YOUTH PROGRAMS	365 000	356 895	8 105	2
4412	TELEVISION SERVICE				
4413	Dev-Policies & Procedures	86 923		86 923	100
4414	VALUATION FEE	250 406	112 800	137 606	55
4415	WORKMANS COMPENSATION	196 879		196 879	100
4416	VEHICLE LEASE	94 609	61 964	32 645	35
4417	CATERING COSTS				
4419	INTERNAL AUDIT				
4420	V.I.P. CATERING & VISITS	62 924	14 901	48 023	76
4421	ADMINISTRATION				
4422	CONFERENCES	85 977	78 867	7 110	8
4423	ELECTRICITY	337 053	109 408	227 645	68
4425	FAX	12 549	1 635	10 914	87
4426	PHOTOCOPIER	153 045	3 674	149 371	98
4427	PRINTING	256 215	156 799	99 416	39
4428	STAFF TRAINING	608 677	378 016	230 661	38
4429	TELEPHONE	479 905	332 920	146 985	31
4430	WATER	90 123	54 014	36 109	40
4433	PROTECTIVE CLOTHING	46 675	3 426	43 249	93
4434	PUBLIC AMENITIES				
4435	CONSUMABLES	74 711	55 820	18 891	25
4436	POSTAGE	55 900	16 282	39 618	71
4441	REFUSE BAGS	27 270	2 737	24 533	90



4442	REMOVAL FEES	874 714	375 938	498 776	57
4443	FIRE SERVICES	1 005 082	438 347	566 736	56
4444	RADIO EXPENSES	2 785	2 337	448	16
4445	UNIFORMS	106 550	14 540	92 010	86
4446	BANK CHARGES	45 955	28 747	17 208	37
4447	ADVERTISING	327 445	77 197	250 248	76
4449	STANDS & EXHIBITIONS	272 358	51 305	221 053	81
4457	COMPUTER COSTS	17 332	5 642	11 690	67
4458	LEASE OFFICE	35 003	17 652	17 351	50
4459	BOOKKEEPING				
4461	FREE BASIC SERVICES	188 287	90 429	97 858	52
4462	SALGA KZN	450 288	166 666	283 622	63
4468	STREET LIGHTS-UND & HMV	105 526	101 035	4 492	4
4470	RURAL ELECTRIFICATION				
4471	INTEREST ON CREDITORS				
4474	CAPACITY BUILDING	298 793	212 950	85 843	29
4476	MFMA Expense	408 695	288 147	120 548	29
4477	VEHICLE TRACKING	5 634	12 480	-6 846	-122
4478	PROJECT CONSOLIDATE				
4480	MSIG EXPENSE	582 369	342 139	240 230	41
4482	PUBLIC PARTICIPATION				
4483	STATIONERY	196 990	97 440	99 550	51
4484	LIBRARY BOOKS & PUBLICATIONS				
4485	MEMBERSHIP FEES	3 957	1 572	2 385	60
4486	PHOTOGRAPHIC SERVICES				
4487	PR - PUBLICATIONS & SPONSORSHIP	277 552	89 793	187 759	68
4488	SPORTS	100 000	41 200	58 800	59

**KWASANI MUNICIPALITY - SECTION 72 MID YEAR BUDGET AND PERFORMANCE ASSESSMENT REVIEW FOR 2014/2015 FINANCIAL YEAR**



4489	VEHICLE LICENSES	19 535	14 935	4 600	24
4490	HIV & AIDS AWARENESS	83 100	71 790	11 310	14
4492	YOUTH DESK	169 920	13 447	156 473	92
4493	LOCAL ECONOMIC DEVELOPMENT	543 338	159 055	384 283	71
4495	SMALL TOOLS	20 040	2 472	17 568	88
4503	PAUPER BURIALS	48 793	20 150	28 643	59
4504	MUNICIPAL POUND	180 000		180 000	100
4505	SHARED PLANNER				
4506	SPACIAL DEVELOPMENT FRAMEWORK (SDF)	450 000		450 000	100
4507	FRAUD PREVENTION				
4509	WARD COMMITTEE	177 270	176 332	938	1
4511	CORRIDOR DEVELOPMENT		1 031 832	-1 031 832	-100
4518	STRATEGIC PLANNING	100 000	7 300	92 700	93
4519	ELECTRIFICATION GRANT - ESKOM				
4557	Maguzwana Housing Expense		1 551 494	-1 551 494	-100
4551	AUDIT FEES	1 787 600	433 872	1 353 728	76
4564	IT SERVICES - CONTRACTED				
4565	ARTS & CULTURE	176 109	111 130	64 974	37
4566	EPWP	551 273	31 655	519 618	94
4569	IMPAIRMENT OF FINES-COURT DISCOUNT				
<b>Sub</b>	<b>section Total:</b>	<b>15 749 235</b>	<b>9 517 154</b>	<b>6 232 076</b>	<b>3 241</b>
	<b>TOTAL</b>	<b>40 005 846</b>	<b>19 596 511</b>	<b>20 409 330</b>	<b>4 245</b>
	<b>SURPLUS</b>	<b>-7 490 208</b>	<b>-7 135 899</b>	<b>-354 309</b>	<b>4 245</b>



## 2.10 INVESTMENT REGISTER / ANALYSIS

All of the investments below are in call accounts (available within 24 hours), in terms of MFMA and treasury regulations the above investments are not reported as investments because in order for an investment to be reported as investment it should be invested for a period not less than three months.

KWASANI MUNICIPALITY – SECTION 72 MID YEAR BUDGET AND PERFORMANCE ASSESSMENT REVIEW FOR 2014/2015 FINANCIAL YEAR



INVESTMENT ANALYSIS - 31 DECEMBER 2014									
Kwa Sani Municipality									
Year ending 30 June 2015									
<b>Investments - Summary</b>									
Bank	Purpose	Acc No	GL Vote	Balance per bank statement 01.07.2014	Invested	Withdrawn	Interest received 2013/2014	Bank Fees	31-Dec-14 Closing Balance Per Bank Statement
<b>Other Investments</b>									
FNB	Business Money Market	62235619197	5 920 9200 0	5 534 574.10	8 520 000.00	-2 000 000.00	171 403.68	-13.70	12 225 964.08
FNB	Free Electricity	62098069175	5 920 9201 0	118 093.75	0.00	-42 260.33	1 687.69	-17.32	77 503.79
Standard Bank	JWS Bank	5109602	5 910 9108 0	84 042.35	0.00	0.00	0.00	0.00	84 042.35
Investec	Not specific	125677	5 920 9204 0	216 953.94	0.00	0.00	2 582.41	0.00	219 536.35
Nedbank	Not specific	9010975386	5 920 9202 0	514 684.41	0.00	0.00	0.00	0.00	514 684.41
FNB	C R Reserve	62090279029	5 920 9209 0	784 398.82	0.00	0.00	16 318.52	-14.55	800 702.79
FNB	DBSA	62116486087	5 920 9213 0	929 653.09	0.00	0.00	19 317.08	-8.47	948 961.70
<b>Total other Investments</b>				<b>8 182 400.46</b>	<b>8 520 000.00</b>	<b>-2 042 260.33</b>	<b>211 309.38</b>	<b>-54.04</b>	<b>14 871 395.47</b>
<b>KZNPA Grants Investments</b>									
FNB	SDF	62192429928	5 920 9311 0	191 427.60	0.00	0.00	3 955.04	-297.09	195 085.55
FNB	Anti Corruption	62088816677	5 920 9312 0	190 439.74	0.00	0.00	3 959.44	-1 223.32	193 175.86
FNB	Sport	62248698930	5 920 9314 0	31 780.48	150 000.00	-61 780.48	2 253.10	-31.71	122 221.39
FNB	Arts and Culture	62301101424	5 920 9315 0	83 417.36	535 000.00	-386 002.36	6 901.85	-41.39	239 275.46
FNB	Municipal Pound	62304523782	5 920 9317 0	270 041.51	0.00	-76 204.54	5 146.19	-18.55	198 964.61
FNB	GIS (Global Inform.Syst)	62134476672	5 920 9319 0	326 390.53	0.00	0.00	6 765.98	-10.86	333 145.65
FNB	IDP	62272463937	5 920 9320 0	3 047.47	0.00	0.00	0.00	-14.55	3 032.92
FNB	EPWP	62374192161	5 920 9337 0	395 566.16	432 000.00	-402 929.12	6 235.75	-36.48	430 836.31
FNB	Long Service Award	62416044759	5 920 9341 0	415 750.44	0.00	0.00	8 612.68	-9.70	424 353.42
<b>Total KZNPA Grants Investments</b>				<b>1 907 861.29</b>	<b>1 117 000.00</b>	<b>-926 916.50</b>	<b>43 830.03</b>	<b>-1 683.65</b>	<b>2 140 091.17</b>
<b>Sisonke Grants</b>									
FNB	Waste Disposal Site	62106118997	5 920 9324 0	33 147.43	-	-	585.23	(13.25)	33 719.41
<b>Total Sisonke Grants Investments</b>				<b>33 147.43</b>	<b>-</b>	<b>-</b>	<b>585.23</b>	<b>(13.25)</b>	<b>33 719.41</b>
<b>National Treasury Grants</b>									
FNB	MFMA	62090278956	5 920 9327 0	227 322.95	1 800 000.00	(1 185 109.46)	24 028.69	(29.01)	866 213.17
FNB	M S I G	62106118624	5 920 9328 0	115 960.45	934 000.00	(518 046.65)	12 360.23	(21.32)	544 252.71
FNB	MIG	62195706208	5 920 9329 0	3 317 408.68	4 590 000.00	(5 579 495.19)	87 632.74	(202.36)	2 415 343.87
<b>Total National Treasury Grants Investments</b>				<b>3 660 692.08</b>	<b>7 324 000.00</b>	<b>(7 282 651.30)</b>	<b>124 021.66</b>	<b>(252.69)</b>	<b>3 825 809.75</b>
<b>Rural Electricity Grants</b>									
FNB	Rural Electricity	62278574241	5 920 9335 0	15 975.55	-	-	90.31	(12.09)	16 053.77
				<b>15 975.55</b>	<b>-</b>	<b>-</b>	<b>90.31</b>	<b>(12.09)</b>	<b>16 053.77</b>
<b>Reichenau Mission Grant</b>									
		62333916453	5 920 9338 0	1 625 856.36	192 146.13	(1 605 722.89)	20 631.19	(44.41)	232 866.38
				<b>1 625 856.36</b>	<b>192 146.13</b>	<b>(1 605 722.89)</b>	<b>20 631.19</b>	<b>(44.41)</b>	<b>232 866.38</b>
<b>Small Town Rehabilitation</b>									
		62331463191	5 920 9339 0	2 478 016.74	-	(2 064 717.39)	20 550.09	(42.83)	433 806.61
				<b>2 478 016.74</b>	<b>-</b>	<b>(2 064 717.39)</b>	<b>20 550.09</b>	<b>(42.83)</b>	<b>433 806.61</b>
<b>Total Grants Invested</b>				<b>17 903 949.91</b>	<b>17 153 146.13</b>	<b>(13 922 268.41)</b>	<b>421 017.89</b>	<b>(2 102.96)</b>	<b>21 553 742.56</b>
<b>Housing Accounts</b>									
FNB	Housing Investment	62192428045	5 910 9111 0	2 583 427.70	-	(90 572.62)	52 933.93	(312.09)	2 545 476.92
FNB	Housing Interest(MOHOA)	62282061169	5 910 9113 0	1 122 767.26	114 246.51	-	24 001.37	(25.41)	1 260 989.73
FNB	Housing	62026225046	5 910 9107 0	775 871.94	-	(23 673.89)	14 336.85	(1 567.24)	764 967.66
<b>Total Housing Grants Invested</b>				<b>4 482 066.90</b>	<b>114 246.51</b>	<b>(114 246.51)</b>	<b>91 272.15</b>	<b>(1 904.74)</b>	<b>4 571 434.31</b>
<b>Total Investments</b>				<b>22 386 016.81</b>	<b>17 267 392.64</b>	<b>(14 036 514.92)</b>	<b>512 290.04</b>	<b>(4 007.70)</b>	<b>26 125 176.87</b>





### 2.11 Performance Report

Below are the consolidated quarterly performance reports for the past two quarters, the columns for Outcome 9 and National Key Performance Areas (KPA) have been hidden to ensure that most of the information is accommodated.

KWA SANI MUNICIPALITY CONSOLIDATED QUARTER 1 REPORT JULY-SEPTEMBER 2014													
NAME OF MUNICIPALITY: KWA SANI LOCAL MUNICIPALITY				SELECT THE YEAR		2014/2015							
				SELECT THE QUARTER		1							
IDP Ref. No.	Municipal Strategic Objectives	Strategies/Outcome	No.	Key Performance Indicators (KPI)	Annual Target	Q1	Q1	Q1	Q1	Specify target met /Not met	Planned Measures for Improvement	Responsible Department	Portfolio of Evidence
						Quarterly Projected Target	Actual	Projected Budget	Actual Spent				
<b>CORPORATE SERVICES DEPARTMENT</b>													



CS 1	To develop functional performance management system	Implementation of PMS policy	1	Date PMS Framework /Policy reviewed and adopted	30-06-2015	Adopted PMS Framework/ Policy	PMS Policy was adopted on the 27th September 2014 due to amendments on new CCRs	R 0	R 0	Target met in advance	None	Corporate Services	1. Council Resolution 2. PMS Policy
CS 2			2	No. of quarterly performance reports submitted (OPMS/IPMS)	4	1	1	R 0	R 0	Target met	None	Corporate Services	Copy of the report



CS 3			3	No. of critical posts advertised	8	Advertise Senior Traffic Officer, Examiner, Traffic Officer and Learners License Cashier	Learner License cashier was advertised, Senior Traffic Officer was not going to be advertised based on Local Labour Forum resolutions	R 0	R 0	Target partially met	None	Corporate Services	Advert
CS 4			4	No. of performance agreements signed for filled S54/56 posts	4	4	4	R 0	R 0	Target met	None	Corporate Services	Copy of signed performance contracts



CS 7			7	Skills development plan adopted and implemented	Date Skills development plan implemented	Appointment of service provider	Service provider appointed	R 500 000	R 187 407	Target met	None	Corporate Services	1. Proof of registration 2. Proof of payment
CS 8			8	% budget spent on implementation of WSP	% spent on WSP	100%	31.25%	Opex	Opex	Target met	None	Corporate Services	1. Proof of payment
CS 9			9	No. of training workshops as per plan	97	16	7	R 500 000	R 120 957	Target partially met	Improve our budget on trainings	Corporate Services	1. Attendance registers
CS 10			10	Date I.T. Security Policy developed and adopted	Date I.T. Security Policy developed and adopted	30-09-2014	I.T. Framework, IT User policy developed and adopted	R 0	R 0	Target met	None	Corporate Services	1. Copy of I.T. Security policy 2. Council resolution



CS 11	To improve municipal image	Implementation of complaints register	1 1	Response to complaints within 7 days	7 days turnaround time to respond to complaints	7 days	3 complaints received and responded to within 7 days	R 0	R 0	Target met	Improve front office by 30 December 2014	Corporate Services	1. Copy of complaints book
CS 12	To introduce staff bursaries to ensure effective service delivery and improve capacity	Provide staff bursaries	1 2	No. of capacity building provided through bursaries	6	3	4	R 100 000	R 66 450	Target met	None	Corporate Services	1. Proof of payment
CS 15	To improve safety and security within the	Conduct awareness campaign	1 5	No. of HIV/AIDS, Womens Day and Health and Safety campaigns	3	0	1 Womens day celebrations conducted on	R 30 000	R 20 230	Target met	None	Corporate Services	1. Attendance registers



	municipal environment			conducted			the 21st August 2014						
CS 16	To improve performance and functioning of the municipality	Hold Local labour Forum meetings	16	Number of Local Laboru Forum meetings held	4	1	2	R 0	R 0	Target met	None	Corporate Services	1. Signed attendance register
CS 17	To promote accountability to the citizen of Kwa Sani	Provide secretariate support to MPAC and Council	17	Number of meetings provided with secretariate support	8	2	4	R 0	R 0	Target met	None	Corporate Services	1. Signed attendance register 2. Minutes
CS 18	To promote the performance and functioning of the	Hold deaprtmental meetings	18	Number of departmental meetings held	4	1	1	R 0	R 0	Target met	None	Corporate Services	1. Signed attendance register



	municipality												
CS 19	To improve team work and enhance performance of the whole municipality	Coordinate capacity building	19	Date capacity building coordinated	31-12-2014	Appoint service provider to coordinate capacity building	Research has been conducted to check on service provider qualified to conduct such activities	R 233 000.00	R 0	Target met	None	Corporate Services	1. Attendance registers 2.Photos
CS 21	To ensure that data is available in case of disaster	Source an off site back up	21	Date off site back up sourced	30-12-2014	Nil	Off site back up was sourced	R 64 000	R 75 500	Target met in advance	None	Corporate Services	Contract with Service provider



CS 22	To improve performance and functioning of the municipality	Number of website designed and developed	2 2	Website designed and developed	1	1	Website designed and developed	R 82 400	R 40 010	Target met	None	Corporate Services	Contract agreement
CS 24	To improve safety and security within the server room	Upgrade of server room	2 4	Number of server room upgraded	1	Revamping of the current server room	Community services and planning was required to redesign and give and estimation	R 80 000	R 0	Target not met	Seek for a bigger room	Corporate Services	Appointment letter for a Service Provider
CS 25	To improve safety and security within the	Cabling and switch layout - switches erected and trunked	2 5	Number of switches erected and trunked	5	Advertisement of service provider	Nil	R 94 275	R 0	Target not met	Budget constraints	Corporate Services	Contract agreement





	municipal environment												
CS 26		Technical Change Management Committee	26	Number of Technical Change Committee meetings held	8	2	2	R 0	R 0	Target met	None	Corporate Services	Attendance register
CS 27		Corporate Services Sub Committee meetings	27	Number of meetings provided with secretariate support	8	2	2	R 0	R 0	Target met	None	Corporate Services	1.Attendance register 2. Minutes
CS 28	To ensure effective and efficient service delivery	OSS War Room Ward 4	28	Number of Operation Sukuma Sakhe meetings held	12	3	3 meetings held on 10/07/2014, 15/07/2014 and 04/09/2014	R 0	R 0	Target met	None	Corporate Services	1. Attendance register



PLANNING AND COMMUNITY SERVICES (TECHNICAL)													
TEC 1	Provision of basic services	Coordinate provision of access to potable (drinkable) water through attendance of 4 IDF meetings at Harry Gwala District Municipality	29	Number of IDF meetings held	4	1	1	R 0	R 0	Target met	None	Technical Department	1. Invitation to IDF meeting 2. Attendance register
TEC 2			30	100% attendance	100%	25%	25%	R 0	R 0	Target met	None	Technical Department	1. Invitation to IDF meeting 2. Attendance register
TEC 3		Coordinate provision of access to potable (drinkable) water at schools	31	Number of IDF meetings held	4	1	1	R 0	R 0	Target met	None	Technical Department	1. Invitation to IDF meeting 2. Attendance register



TEC 4			3 2	100% attendance	100%	25%	25%	R 0	R 0	Target met	None	Technic al Depart ment	1. Invitatio n to IDF meeting 2. Attendan ce register
TEC 5	Coordinate provision of access to potable (drinkable) water at clinics		3 3	Number of IDF meetings held	4	1	1	R 0	R 0	Target met	None	Technic al Depart ment	1. Invitatio n to IDF meeting 2. Attendan ce register
TEC 6			3 4	100% attendance	100%	25%	25%	R 0	R 0	Target met	None	Technic al Depart ment	1. Invitatio n to IDF meeting 2. Attendan ce register



TEC 7		Coordinate provision of access to sanitation to consumers	3 5	Number of IDF meetings held	4	1	1	R 0	R 0	Target met	None	Technical Department	1. Invitation to IDF meeting 2. Attendance register
TEC 8			3 6	100% attendance	100%	25%	25%	R 0	R 0	Target met	None	Technical Department	1. Invitation to IDF meeting 2. Attendance register
TEC 9		Coordinate provision of access to sanitation to schools	3 7	Number of IDF meetings held	4	1	1	R 0	R 0	Target met	None	Technical Department	1. Invitation to IDF meeting 2. Attendance register
TEC 10			3 8	100% attendance	100%	25%	25%	R 0	R 0	Target met	None	Technical Department	1. Invitation to IDF meeting



													2. Attendance register
TEC 11		Coordinate provision of access to sanitation to clinics	39	Number of IDF meetings held	4	1	1	R 0	R 0	Target met	None	Technical Department	1. Invitation to IDF meeting 2. Attendance register
TEC 12			40	100% attendance	100%	25%	25%	R 0	R 0	Target met	None	Technical Department	1. Invitation to IDF meeting 2. Attendance register
TEC 13		Coordinate provision of access to free basic water to households	41	Number of IDF meetings held	4	1	1	R 0	R 0	Target met	None	Technical Department	1. Invitation to IDF meeting 2. Attendance register



TEC 14			4 2	100% attendance	100%	25%	25%	R 0	R 0	Target met	None	Technic al Depart ment	1. Invitatio n to IDF meeting 2. Attendan ce register
TEC 15	Coordinate provision of free basic sanitation to households		4 3	Number of IDF meetings held	4	1	1	R 0	R 0	Target met	None	Technic al Depart ment	1. Invitatio n to IDF meeting 2. Attendan ce register
TEC 16			4 4	100% attendance	100%	25%	25%	R 0	R 0	Target met	None	Technic al Depart ment	1. Invitatio n to IDF meeting 2. Attendan ce register



TEC 17		3000 households (residents, businesses, hotels, government department) with access to refuse removal at least once per week	45	3000 households with access to refuse removal at least once per week	3000 households with access to refuse removal at least once per week	3000 households with access to refuse removal at least once per week	3000 households with access to refuse removal at least once per week	R 0	R 0	Target met	None	Technical Department	Refuse revenue report
TEC 18		Construction of Zinkwana Pedestrian bridge by 30-06-2015	46	Date Zinkwana/ Mhlangeni pedestrian bridge constructed	30-03-2015	Contractor appointed construction started	Construction in progress 80% complete	R834,925.00	R 419 695.56	Target met	None	Technical Department	1. Progress report 2. Appointment letter
TEC 19		Construction of Sondelani creche construction by 30-06-2015	47	Date Sondelani creche constructed	30-06-2015	Preliminary designs, designs specifications and tender	Construction in progress 40% complete	R 180 000.00	R 250 648.42	Target met	None	Technical Department	1. Design drawing 2. Tender advert 3.TOR



TEC 20		Construction of Nhlanhleni creche by 30-06-2015	48	Date Nhlanhleni creche constructed	30-06-2015	Preliminary designs, designs specifications and tender	Construction is in progress the project is 20% complete	R 180 000.00	R 92 320.61	Target met	None	Technical Department	1. Design drawing 2. Tender advert 3.TOR
PLANNING AND COMMUNITY SERVICES (TRAFFIC)													
TR 1		Attend 16 multi-disciplinary road blocks	50	16	16	4	2	Opex	Opex	Target not met	Hold 6 roadblocks in Q2	Traffic Department	Copy of traffic fines
TR 2		Attend Provincial road blocks 2 per month	51	24	24	6	2	Opex	Opex	Target not met	Attend 10 Provincial road blocks in Q 2	Traffic Department	1. Attendance register
TR 3		Attend weekly planning meetings with SAPS (Operational meetings)	52	48	48	12	12	Opex	Opex	Target met	None	Traffic Department	1. Signed attendance register 2. Minutes





TR 4	Organise school awareness campaigns 2 per month	5 3	24	24	6	2	Opex	Ope x	Target not met	Organise 10 awarene ss campaigns in Q2	Traffic Depart ment	1. Signed attendan ce register 2.Report
TR 5	Organise road safety awareness meetings per annum	5 4	12	12	3	1	Opex	Ope x	Target not met	None	Traffic Depart ment	1. Signed attendan ce register 2. Minutes
TR 6	Attend monthly disaster management meetings	5 5	12	12	3	6	Opex	Ope x	Target met	None	Traffic Depart ment	1. Signed attendan ce register 2. Minutes
TR 7	Attend weekly station crime comabting forum meetings	5 6	48	48	12	12	Opex	Ope x	Target met	None	Traffic Depart ment	1. Signed attendan ce register 2. Minutes
TR 8	Attend ITLEC meetings per annum	5 7	4	4	1	1	Opex	Ope x	Target met	None	Traffic Depart ment	1. Signed attendan ce register



													2. Minutes
TR 9		Attend AARTO meetings	58	4	4	1	1	Opex	Opex	Target met	None	Traffic Department	1. Signed attendance register 2. Minutes
TR 10		Attend justice meetings per annum	59	12	12	3	3	Opex	Opex	Opex	None	Traffic Department	1. Signed attendance register 2. Minutes
TR 11		Attend warrant of arrests operations	60	24	24	6	16	Opex	Opex	Target met	None	Traffic Department	1. Monthly reports
PLANNING AND COMMUNITY SERVICES (BUILDING CONTROL)													
BCO 1		Routine inspections	65	Number of routine inspections carried out	432	108	129	R 0	R 0	Target met	None	Building Control	Copy of signed monthly report
PLANNING & COMMUNITY SERVICES (LIBRARY)													



LIB 1	To ensure free access to education, recreation, culture and information for the community	Conduct holiday programmes	68	4 holiday programmes conducted	4	1	1 programme held on 7-18 July 2014	Opex	Opex	Target met	None	Library	1. Reports 2. Photos
LIB 2		Basic end user training classes	69	4 programmes and basic end user certificate issued	4	1	2 basic end user training held on 16/09/2014	Opex	Opex	Target met	None	Library	1. Attendance register 2. Reports
LIB 3		Outreach programmes	70	Outreach programme held	4	1	3 Outreach programmes held on 11/09/2014, 18/07/2014 and 24/07/2014	Opex	Opex	Target met	None	Library	1. Photos
PLANNING & COMMUNITY SERVICES (LOCAL ECONOMIC DEVELOPMENT)													



LED 1	To promote Local Economic Development	To review LED strategy	7 1	Date LED Strategy reviewed and adopted	30-03-2015	Review LED strategy	Review of LED strategy is going to be part of District project whereby all LED strategies in LMs will be reviewed	R 0	R 0	Target not met	None	LED	1. Email correspondence
LED 2	Job creation	Jobs created through EPWP	7 2	Total number of jobs created through EPWP	38	13		R 0	R 0	Target not met	None	LED	
LED 3			7 3	% of youth employed	50%	50%	61%	R 0	RO (EPWP Grant)	Target met	None		Payroll
LED 4			7 4	% of women	34%	34%	61%	R 0	RO (EP	Target met	None	LED	Payroll



				employed					WP Gran t)				
LED 5			7 5	% disabled employed	5%	5%	0%	R 0	R 0	Target not met	Impleme nt all EPWP projects as at 21 October 2014	LED	Payroll
LED 6		Job created through LED projects	7 6	No of jobs created	24	6	Nil	R 0	R 0	Target not met		LED	N/A



LED 7			7 7	Number of SMMEs supported	6	3	0	R 25 000	R 0	Target not met	It has been difficult to support SMMEs and Cooperatives with capital related development, due to not having a local adopted policy on SMMEs and Cooperatives support. A draft policy	LED	Request letters
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											has been developed and for MANCO and Council consideration		
LED 8	Business Development	Development of local businesses	78	Number of meetings held	3	1	Meeting held on 06/08/2014	R 0	R 0	Target met	None	LED	1. Attendance registers
LED 9			79	Number of workshops attended	2		1 X 5 days workshop for Emergin	R 4500	R 0	Target met	None	LED	1. Attendance register 2.



							g Contract ors (1-5 Septemb er 2014)						Expendit ure
LED 10		Handcraft promotion	8 0	Number of events and exhibitions attended to promote and sell craft	5	2	1 event attended : Food tasting on the 13/09/2 014	R 1 000	R 700	Target met	UFA Show was not attende d, due to contract s of EPWP Craft Promote rsnot being signed . Finalise contract s.	LED	1. Pictures 2. Attendan ce register 3. Budget expendit ure





LED 11			8 1	Number of cooperatives assisted to promote One village Product programme	3	1	Meeting occurred on the 14th August 2014 . Sample products sent to a retailer in Cape Town	R 0	R 321.96	Target met	None	LED	1. Attendance register 2. Email correspondence 3. Budget expenditure
LED 12	Emerging Farmer	Support phase 2 of Commercial production of vegetables	8 2	Number of hectares planted	15 Ha	Fencing 3x 5 ha of land	Requisition done and advert posted online	R 150 000	R 0	Target not met	Have to complete SCM processes	LED	N/A
LED 13			8 3	Number of meetings held	4	1	1 meeting held on the 7th August 2014	R 0	R 0	Target met	None	LED	1. Attendance register



LED 14		To promote agriculture amongst youth and women in cooperatives	84	Number of youth cooperatives supported	1	1	0	R 10 000	R 0	Target not met	SMME and Cooperatives support Policy must be approved	LED	1. Expenditure report 2. Photos 3. Report on Production
LED 15			85	Number of poultry farmers supported	2	Enroll 5 people for training	5 Cooperatives members attended a week training	R 40 000	R 32 000	Target met	None	LED	1. Expenditure report
LED 17	Informal trade improvement	Improve trading facilities and conditions for Informal Traders and integrate to	87	Number of shelters provided	8	1 meeting	Meeting held on 22 July 2014	R 60 000	R 0	Target met	None	LED	1. Attendance register



LED 18		local economy	88	Number of training workshops	2	1	Training workshop not held	R 5 000	R 0	Target not met	A common date must be agreed to by most Informal Traders and the Committee	LED	N/A
LED 20	Improvement of Livestock Farming	Ha of grazing camps	90	Number of hectares of grazing camps	30 ha.	Identify potential grazing camps	Land identified for Ridge Livestock Farmers	R 0	R 0	Target met	None	LED	1. Attendance register
LED 22		Livestock meeting held	92	Number of livestock meetings held	3	1	Meeting held on 18 July as part of Public Service Week	R 0	R 0	Target met	None	LED	1. Signed minutes 2. Signed attendance register 3. Photos



LED 23	To improve waste management and cost of transporting waste	Waste recycling	9 3	Number of tons of recyclable waste collected and sold	60	Build shed storage facilities	Nil	R 42 000	R 0	Target not met	The transfer station needs to be cleared and some basic design of storage facility plan and renovation of shed must be advertised for quotations - 22 October 2014	LED	N/A
PLANNING & COMMUNITY SERVICES (TOURISM)													



TOU 1	To promote and develop local tourism	Conduct Tourism Awareness Programme (1 per ward and 2 in 1)	9 4	Number of campaigns conducted	5	2	1	R 10 000	R 4 380	50% target met	Another programme at Ward 1 will be conducted in quarter 2	Tourism	1. Attendance register 2. Photos
TOU 2		Community tourism skills development workshop	9 5	Number of skills development workshops conducted	4	1	1	R 30 000	R 4 909.67	Target met	None	Tourism	1. Attendance register 2. Photos 3. Notice
TOU 3		Coordinate Local Tourism forum meetings	9 6	Number of forum meetings held	4	1	1	R 250	R 1 240.29	Target met	None	Tourism	1. Attendance register 2. Minutes of the meeting



TOU 5		External tourism shows and exhibitions	97	Number of external tourism shows and exhibitions	4	Nil	Nil	R 120 000	R 5 000	Target met	It has been completed in advance in August	Tourism	1.CTO funding proposal and municipal funding payment correspondences 2.Invoices and proof of payment and CTO exhibition report
TOU 6		Conduct and coordinate culture and food tasting expo and Duzi to Sani 4X4 expeditions	99	Number of culture food tasting expo and Duzi Sani 4X4 expeditions	1	1	1	R 75 000	R 87 482.94	Target met	None	Tourism	1. Attendance register 2. Photos 3. Media reports and articles



TOU 7		Coordinate the establishment Community tourism development forums	100	Number of Tourism Development forums coordinated	4	1	1	R 1 500	R 1 500	Target met(99% complete, outstanding is a forum members list to be submitted and forwarded from ward 1 War room	None	Tourism	1. Attendance register 2. Photos
TOU 8		Conduct local literature exhibitions	101	Number of local literature exhibitions conducted	1	1	1	R 11 000	R 0	Target not met	It will be conducted in Q4	Tourism	N/A



TOU 9		Conduct literature capacity workshops	102	Number of capacity literature workshops conducted	4	1	Nil	R 1 000	R 0	Target met	Still on planning and coordination stage	Tourism	N/A
TOU 10		Conduct creative Arts capacity building workshops	103	Number of creative arts capacity building workshops conducted	4	1	1	R 3 000	R 3 000	Target met	None	Tourism	1. Attendance register
TOU 11		Attend Provincial literature exhibitions	104	Number of provincial literature exhibitions attended	2	1	Nil	R 2 000	R 0	Target not met	Will take place in quarter two- 25 November 2014	Tourism	N/A





TOU 12		Conduct Matrons capacity building workshop	1 0 5	Number of Matrons capacity building workshops conducted	1	1	0	R 3 000	R 3 000	Target met ( it was concurrently done with the district Siyay Emhlangeni Maidens and Matrons workshop	None	Tourism	1. Invitation 2. Pictures 3. Attendees list
TOU 13		Conduct Maidens capacity building workshop	1 0 6	Number of Maidens capacity building workshop conducted	1	1	1	R 5 000	R 11 985. 00	Target met ( it was concurrently done with the district Siyay	None	Tourism	1. Invitation 2. Pictures 3. Attendees list



										Emhlangeni Maidens and Matrons workshop			
TOU 14		Attend Annual Reed Dance ceremony	107	Number of Reed Dance ceremony attended	1	1	1	R 5 000	R 5 000	Target met	None	Tourism	1. Invitation 2. Attendance register 3. Photos
TOU 15		Conduct Arts & Culture talent search village, wards and local finals	108	Number of Arts & Culture talent search conducted	1	1	1	R 35 000	R 73 091.34	Target met	None	Tourism	1. Attendance register 2. Photos



TOU 16		Establishment of wards arts & culture forums in each ward	109	Number of Wards Arts & Culture forums established in each ward	4	1	4	R 10 000	R 10 000	Target was met during the ward talent search where different wards groups were requested to submit their preferred wards candidates list which we are still awaiti	None	Tourism	1. Attendance register
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										ng upon on receipt we will works hop and integr ate them into a local struct ure repres enting all wards			
OFFICE OF THE MUNICIPAL MANAGER													
OMM 1	To promote public	Monitor the functionality of the Ward	1 1 1	Number of meetings held per	4	4	4	R 0	R 0	Target met	None	Office of the MM	1. Attendan ce



	participation in the affairs of the municipality	Committees		ward									register 2. Minutes
OMM 2	participation in the affairs of the municipality	Committees	1	100% attendance	100%	100%	100%	Opex	Opex	Target met	None	Office of the MM	1. Attendance register 2. Minutes
OMM 3			1	Number of Community meetings per ward	4	1	4	Opex	Opex	Target met	None	Office of the MM	1. Attendance register 2. Minutes
OMM 7	Improve the Municipal Audit opinion and Accountability	Audit Committee meetings	1	Number of Audit Committee meetings held	4	1	1 meeting was held on the 25th August 2014	Opex	Opex	Target met	None	Office of the MM	1. Attendance register 2. Minutes
OMM 8		MPAC meetings	1	Number of MPAC meetings held	4	1	1 meeting was held on the 16th Septemb	Opex	Opex	Target met	None	Office of the MM	1. Signed attendance register 2. Signed minutes



							er 2014						
OMM 9			1 1 9	Number of quarterly reports submitted to APAC and Cogta (S46 of MSA)	4	1	1	Opex	Ope x	Target met	None	Office of the MM	1. Copy of Report 2. Minutes 3. Attendance register
OMM 10				Ensure sitting of 16 Council meetings (4 ManCo, 4 Portfolio and 4 Council meetings)	16	4	4	R 0	R 0	Target met	None	Office of the MM	1. Signed attendance register 2. Signed minutes



OMM 12	To table IDP/Budget Process Plan for preparation, tabling and approval of IDP and Annual Budget	IDP/Annual budget Framework and Process Plan for preparation, tabling and approval of IDP and Annual budget	1 2 2	Date tabled and adopted	30/07/2014	30/09/2014	29/09/2014	R 0	R 0	Target met	None	Office of the MM	Council Resolution
OMM 13	To ensure Idp and Annual Budget 2014/2015 is made public within 14 days of its approval	IDP/Annual budget Framework and Process Plan for 2015/2016 is made public within 14 days of its approval	1 2 3	Date made public	05/08/2014	05/09/2014	01/09/2014	R 0	R 0	Target met	Annual target for the final plan was supposed to be 05/09/2014 and 05/08/2014 was for the draft	Office of the MM	Notice



OMM 14		Adopted Annual Performance Report submitted to AG and Cogta	1 2 4	Date submitted	31/08/2014	31/08/2014	25/08/2014	R 0	R 0	Target	None	Office of the MM	Notice
OMM 17	To hold IDP Roadshow meetings	IDP Roadshow meetings	1 2 7	Number of IDP Roadshow meetings held	18	9	Nil	R 0	R 0	Target not met	IDP Roadshows will be held in November as per the IDP Framework and Process Plan 2015/2016	Office of the MM	N/A
OMM 18	To hold IDP Representative Forum meetings	IDP Representative Forum meetings	1 2 8	Number of IDP Representative Forum meetings held	2	1	Nil	R 0	R 0	Target not met	Meeting to be held in Q2 in October	Office of the MM	N/A





OMM 19	To hold quarterly stakeholders meetings	Quarterly stakeholders meeting	1 2 9	4	1	1	Nil	R 0	R 0	Target met	None	Office of the MM	1. Attendance register
OMM 20	To establish strategic partnerships for development through Sukuma Skahe meetings	Establish strategic partnerships for development through Sukuma Skahe meetings	1 3 0	4	1	1	1 meeting was held	Opex	Opex	Target met	None	Office of the MM	1. Signed attendance register
OMM 21	To finalise, adopt and implement Communication Strategy	Finalise, adopt and implement Communication Strategy	1 3 1	Date Communication Strategy reviewed and adopted	30/06/2015	N/A	Adopted on the 06th August 2014	R 0	R 0	Target met in advance	None	Office of the MM	1. Copy of Communication Strategy 2. Council Resolution



OMM 23	To publicise SDBIP within 14 days of approval	SDBIP publicised within 14 days of approval	1 3 3	Date SDBIP publication facilitated	Within 14 days of approval	Within 14 days of approval	Publicised on the 11th July 2014 on Fever Newspaper	Opex	Opex	Target met	None	Office of the MM	1. Council Resolution 2. Notice
YOUTH/SPECIAL PROGRAMMES UNIT													
YSP 1	To coordinate Local AIDS Council and hold HIV/AIDS awareness campaigns	Local AIDS meetings coordinated	1 3 6	Number of Local AIDS meetings coordinated	12	3	LAC meetings was merged with the OSS. Six meetings were held, five of them during the Public Service Week(14-18 July2014) and one	R 50 000	R8 000	Target met	None	Youth/Special Programmes	1.Public service report 2. Signed attendance register 3. Expenditure report



							jointly with the District Task Team on the 5th of August 2014						
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YSP 4		Establishment and coordination of structures	139	Date SALGA Games selection and coordination of sports structures conducted	30/09/2014	Mayoral /SALGA Games selections were conducted in all four Kwasani Municipal wards	R 70 000	R 8 200	Target met	None	None	Youth/Special Programmes	1. Expenditure report
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YSP 6	To coordinate Operation Sukuma Sakhe	Coordinate Operation Sukuma Sakhe meetings	1 4 1	Number of Sukuma Sakhe meetings coordinated	12	3	OSS meetings was merged with the Local AIDS Council Meeting. Six meetings were held, five of them during the Public Service Week(14-18 July2014 ) and one jointly with the District Task Team on	R 50 000	R 23 488. 28	Target met	None	Youth/Special Programmes	1. Public Service week report 2.Expenditure report
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							the 5th of August 2014						
YSP 7	To conduct Youth Summit commemoration and launch	Youth Summit commemoration and Youth Council launch	1 4 2	Date summit and commemoration held	30/09/2014	30/09/2014	Youth Summit held and commemoration done on 11/09/2014	R 80 000	R 48 899	Target met	None	Youth/Special Programmes	1. Signed attendance register 2. Expenditure report



YSP 8	Establish the Kwa Sani Youth Council	Kwa Sani Youth Council meetings	1 4 3	Number of Kwa Sani Youth Council meetings held	4	1	Youth Council launched and its first meeting held on 11/09/2014			Target met	None	Youth/Special Programmes	1. Signed attendance register 2. Expenditure report
YSP 9	To coordinate a Women programme	Gender programmes coordinated	1 4 4	Date Womens SALGA commission launched and 1 project funded	30/06/2015	30/09/2014	SALGA Women Commission launched on the 22nd August 2014 and the project not yet identified and funded	R 100 000	R 43 572	Target partially met	Project to be funded in Q4 as it has to undergo training before funding is provided - 30 June 2015	Youth/Special Programmes	1. Signed attendance register 2. Expenditure report



YSP 10	To coordinate Matric Motivation Programme	Career Exhibition Matric Motivation programme	1 4 5	Date Career Exhibition Matric Motivation programme coordinated	30/06/2014	Principal's meetings to prepare for Matric Motivation and Career Expo	Career exhibition held on the 21st of August 2014	R 20 000	R 61 315.28	Target met	To participate on the proposed Career Exhibition by the District Education Department	Youth/Special Programmes	1. Signed attendance register 2. Expenditure report
YSP 11	To coordinate Mens Forum meeting and Men's	Men's Forum meeting and Men's Imbizo	1 4 6	Number of Men's Forum coordinated	4	1	Forum meeting didn't take place	R 40 000	R 0	Target not met	To be done in 2nd quarter - 30 December 2014	Youth/Special Programmes	N/A





YSP 12	Imbizo	Hold Men's Forum and Imbizo	1 4 7	Number of Izimbizo's held	4	1	Men's Imbizo was held in Ward 1 on the 30th September 2014 and Forum meeting did not take place	R 12 250	Target met	None	Youth/Special Programmes	1. Signed attendance register 2. Expenditure report	
YSP 14	To hold Senior Citizens programmes	Senior Citizens programmes	1 4 9	Number of programmes held	1	Planning meeting	Sports Tournament for Senior Citizens that was to be done in Quarter 2, conducted in this quarter	R 40 000	R 32 880.00	Target met	None	Youth/Special Programmes	1. Signed attendance register 2. Expenditure report



YSP 16	To promote the quality of education	Back to school campaign	151	Date back to school campaign held	30/03/2015	Preparatory meeting	Meeting was not held	R 20 000	R 0	Target not met	To be implemented in 3rd quarter	Youth/Special Programmes	N/A
YSP 18	To conduct disability day celebration	Disability Day celebrated	153	Date disability day celebration held	30/06/2015	30/12/2014	Forum participated at the District Disability Summit level conducted by the province	R 50 000	R 0	Target met	None	Youth/Special Programmes	1. Attendance register



YSP 19	To conduct a children focused programmes	Conduct child protection campaign	154	Date child protection campaign held	30/06/2015	N/A	A programme to provide playing equipment to 18 creches implemented in partnership with Department of Social Development, National Development Agency and the municipality was conducted on the 14/07/2	R 20 000	R 0	Target met	None	Youth/Special Programmes	1. Report
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							014						
BUDGET & TREASURY DEPARTMENT													



BTO 1	To ensure proper supply chain Management	Adherence to Supply Chain Management procedures by 30-06-2015	155	Turnaround time for bids and quotations	90 day bids and 30 days quotations	90 day bids and 30 days quotations	The bids and quotations were advertised and awarded within 90 days	R 0	R 0	Target met	None	BTO	SCM reports for July, August and September
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BTO 2	To ensure all properties within municipality area area valued as per the Municipal Property Rates Act (MPRA) including quarterly Supplementary Valuation Roll implementation and updating of GV	Implementation of MPRA by 30-06-2015	156	Prepare 2 supplementary valuation rolls	30-06-2015	Supplementary valuation roll	The supplementary valuation was not done as there were no improvements on properties or change of use	R 217 300	R 40 200.00	Target not met	The SV will be done in Q2 and Q4	BTO	N/A
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BTO 3	To ensure all indigent households are registered to indigent register	Free basic services and indigent support by 30-06-2015	157	Number of indigent households registered	331	331	Subsidy for electricity was supplied to indigent households and indigent register has been updated	R 188 287	R 45 807.70	Target met	None	BTO	1. Indigent Register 2. Monthly reports on amount spent on Free Basic Services
BTO 4	To ensure payments are paid according to MFMA	Payment of creditors by 30-06-2015	158	Payment of creditors within 30 days	30 days	30 days	Payments were paid within 30 days	R 25 870 191	R 1 014 327	Target met	None	BTO	1. Budget report
BTO 5	To ensure that all BTO employees are fully	Capacity Building for Finance staff and Implementation of Internship	159	Number of employees trained on CPMD through accredited learning	5	5	There are three employees that are registered	R 250 000	R 76 123	Target was not met however three	The other two employees will be registered	BTO	1. Payments voucher for registration



	capacitated	programme by 30-06-2015		institutions			d for CPMD			employees have registered	ed in Q3		
BTO 6	To ensure that all BTO policies are reviewed	Finance policies reviewal by 30-06-2015	160	All budget related policies reviewed and adopted by Council	30-06-2015	N/A	Nil	R 0	R 0	None	None	BTO	N/A
BTO 7	To ensure credible suppliers database	Update of Supplier database by 30-06-2015	161	80% registration of suppliers for all commodities	30-06-2015	All qualifying applications are captured	The advert for invitation of suppliers was issued on the newspaper also the database	R 0	R 0	Target met	None	BTO	1. Advert 2. List of new suppliers





							is updated regularly						
BTO 8	To ensure compliance with MFMA and applicable tax legislation	3rd party payments and submission of SARS returns	162	Payment and submission of SARS returns by 7th of each month	7th of each month	7th of each month	3rd party payments were made within 7 days and returns were submitted	R 0	R 0	Target met	None	BTO	1. payroll Recon, S66 report 2. VAT recon
BTO 9	To ensure timeous payment of salaries	Payroll administration by 30-06-2015	163	Processing of salaries by 25th of each month	25th of each month	Provision of salary advices and process salaries by 25th	Payroll has been processed on monthly basis and salaries	R 20248042	R 4322543	Target met	None	BTO	Refer BTO 8



						of each month	were paid on the 25th of each month						
BTO 10	To ensure that all management accounts are reconciled	Preparation of monthly reconciliations by 30-06-2015	164	Reconciled management accounts	30-06-2015	Preparation and review/approval of all monthly reconciliations by 10th of each month	The reconciliation for bank, debtors and creditors were completed	R 0	R 0	Target met	None	BTO	1. Recons for bank, debtors and creditors
BTO 11	To ensure that the municipality obtain clean audit report	Institutional Operation Clean Audit project	165	Clean Audit or unqualified with reduction on other matters	30-06-2015	N/A	Nil	R 0	R 0	None	None	BTO	N/A



BTO 12	To ensure that municipal funds are accounted for	Budgeting and cashflow management by 30-06-2015	166	Credible and reliable budget. No unauthorised expenditure, irregular and wasteful expenditure	30-06-2015	Quarterly budget monitoring statements produced	The budget has been monitored on monthly basis and reports are issued where budget comparison is done	R 0	R 0	Target met	None	BTO	NT Returns and I&E reports
BTO 13	To ensure full implementation of credit control and debt collection policy	Credit control by 30-06-2015	167	Adherence to applicable policies and procedures and relevant legislations	30-06-2015	Consultation with consumers with outstanding debtors	We have not consulted with all our debtors a platform will be created to consult	R 0	R 0	Target not met	Proper plan will be developed for further consultation with debtors	BTO	N/A



							with the m all						
BTO 14	To ensure reliable billing information on the financial system	Data cleansing by 30-06-2015	1 6 8	Credible data for debtors	30-06-2015	Public invitation of consumers for voluntary update of records	Information has been sourced through TransUnion and debtors have been updated	R 0	R 0	Target met	None	BTO	TransUnion report



BTO 15	To ensure that municipal procurement is done in a cost effective and efficient manner in order to speed up service delivery by 2017	Supply chain management by 30-06-2015	169	7 days processing period for small supplies and 30 days processing period for bigger tenders	7 days processing period for small supplies and 30 days processing period for bigger tenders	Implementation of SCM procedures	Requests were processed within reasonable time	R 0	R 0	Target met	None	BTO	Refer to BTO 1
BTO 16	To ensure proper management of assets	Asset management	170	Fully compliant asset register	30-06-2015	Update & reconcile FAR	Fixed asset reconciliation has been completed	R 0	R 0	Target met	None	BTO	FAR Reconciliations



BTO 17	To ensure maximum return on investment	Investment management	171	Diversified investment	30-06-2015	Requests for investment rates and investment on best return rate	The investment register has been compiled	R 1 541 229	R 286 232	Target not met	Request for investment quotations	BTO	1. Investment register
BTO 18	To ensure economical and affordable tariffs	Tariff setting by 30-06-2015	172	Review and approval of tariffs	30-06-2015	Full implementation of revised tariffs	Nil	R 0	R 0	N/A	None	BTO	N/A
BTO 19	To ensure clear timeframes for Budget and IDP processes	IDP and Budget processes by 30-06-2015	173	Well planned IDP & Budget processes	30-06-2015	Approval of IDP & Budget process Plan	The process plan was approved by the Council	R 0	R 0	Target met	None	BTO	1. DP & Budget Process Plan 2. Council resolution



BTO 20	To ensure regular communication with ratepayers	Ratepayers interaction for revenue collection and addressing community needs by 30-06-2015	174	Harmonised relationship with ratepayers	30-06-2015	N/A	The scheduled meeting never took place	R 0	R 0	Target not met	Rescheduling if ratepayers and other stakeholders meeting	BTO	N/A
BTO 21	To enhance customer satisfaction and reduce queries relating to municipal services	Customer care by 30-06-2015	175	Document feedback from municipal customers	30-06-2015	Public communication of complaints procedure and queries handling procedure	There have been no complaints received as per complaints book	R 0	R 0	Target met	None	BTO	Copies of complaints and satisfaction book
TOWN PLANNING													



TP 5		PDA applications	180	Number of applications processed within specified timeframe of 90 days	90 days	90 days per application	2	Opex	R 0	Target met	None	Town Planning	1. Register copy 2. Council resolution
TP 6		Special Consent application	181	Number of applications processed within specified timeframe of 60 days	60 days per application	60 days per application	1	Opex	R 0	Target met	None	Town Planning	1. Register copy 2. Council resolution
DISASTER MANAGEMENT UNIT													
DM 2	To ensure improved response to disasters	Establishment of disaster management forum meetings	183	Number of Disaster Management Forum meetings attended	4	1	1	Opex	Opex	Target met	None	Disaster Management	1. Attendance register 2. Minutes 3. Report





DM 3	Function al Disaster Manage ment Centre	Response to reported disasters	1 8 5	Percentage response to reported disasters	100%	100%	100%	Opex	Ope x	Target met	None	Disaster Management	Reports
DM 4		Conduct community awareness campaign on fire awareness and to conduct risk profile inspections	1 8 6	Number of campaigns conducted	12	3	3 fire awareness campaigns	2 campaigns conducted	Ope x	Opex	Target not met- hold 1 additional campaign in Q2	Disaster Management	School pronical slips
DM 5		Assess disaster incidents and coordinate relief measures	1 8 7	Effective response to disasters/incidents	30-06-2015	Attend to all incidents occurred	Attend to all incidents occurred	All 62 incidents that occurred were attended	Ope x	Opex	Target met	Disaster Management	Incident report



DM 6		Burn fire breaks	1 8 8	Date fire breaks burnt	30/06/2015	30/06/2015	N/A	All fire breaks burnt from March to September 2014	R 0	R 0	Target met	Disaster Management	Report	
DM 7		Submit 4 quarterly reports to Council	1 8 9	Number of quarterly reports to Council	4	4	1	1 report submitted to Council	R 0	R 0	Target met	Disaster Management	Copy of quarter report	
	Local Government: Municipal Planning and Performance Management Regulations, 2001													
Consumer Units														



CONSOLIDATED QUARTER 2 REPORT OCTOBER - DECEMBER 2014													
NAME OF MUNICIPALITY: KWA SANI LOCAL MUNICIPALITY				SELECT THE YEAR		2014/2015							
				SELECT THE QUARTER		1							
IDP Ref. No.	Municipal Strategic Objectives	Strategies/Outcome	No.	Key Performance Indicators (KPI)	Annual Target	Q2	Q2	Q2	Q2	Specify target met /Not met	Planned Measures for Improvement	Responsible Department	Portfolio of Evidence
						Quarterly Projected Target	Actual	Projected Budget	Actual Spent				
<b>CORPORATE SERVICES DEPARTMENT</b>													
CS 2			2	No. of quarterly performance reports submitted (OPMS/IPMS)	4	1	1	R 0	R 0	Target met	None	Corporate Services	Copy of the reports



CS 3			3	No. of critical posts advertised	8	Finalise appointment of Senior Traffic Officer, Examiner, Traffic Officer and Learners License Cashier	Re-advertise Learner Licence Cashier, advertised Protection Services Manager, Fleet and Asset Officer, Animal Pound Master, Assistant Pound Master and 2 X Security guards	R 0	R 0	Target partially met due to the fact that the TCMC has not set for approval of new posts as per organogram	Revised date will be 30 March 2015	Corporate Services	Adverts
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CS 6			6	Skills development plan adopted	Date skills development plan adopted	Conduct ion of skills audit	Skills audit forms has been issued to employ ee and are due 31 January 2015	R 0	R 0	Target met	None	Corpor ate Services	Register s
CS 7			7	Skills development plan adopted and implemented	Date Skills development plan implemented	Providin g training	Comput er training to 4 officials , MFMP training to 5 Financi al Interns and 1 Finance official, CPMD	R 464 300	R 228 749	Target met	None	Corpor ate Services	1.Proof of payment



							training to 3 Officials and 2 Councillors, 2x Technical officials						
CS 8			8	% budget spent on implementation of WSP	100%	60%	62.00%	Opex	Opex	Target met	None	Corporate Services	1.Proof of payment
CS 9			9	No. of training workshops as per plan	20	5	17 (SCO, 5 interns, debtors clerk, traffic officer, 5 officials on comput	R 464 300	R 287 844.82	Target met	Improve our budget on trainigs	Corporate Services	1. Attendance registers



							er taining, 4 on CPMD, MM.						
CS 11	To improve municipal image	Implementation of complaints register	1 1	Response to complaints within 7 days	7 days turnaround time to respond to complaints	7 days	Nil complaints received	R 0	R 0	Target met	Improve on front office	Corporate Services	1. Copy of complaints book
CS 13	To improve institutional and organisational capacity	Implement organogram by filling all vacant and funded posts	1 3	Date organogram reviewed	30/06/2015	Not planned for this quarter	Organogram was reviewed as per MEC request and there was an additional new	R 0	R 0	Target met	None	Corporate Services	Minutes



							posts of a Housing Officer looking at the needs of the municipality						
CS 16	To improve performance and functioning of the municipality	Hold Local labour Forum meetings	16	Number of Local Labour Forum meetings held	4	1	2	R 0	R 0	Target met	None	Corporate Services	1. Signed attendance register
CS 17	To promote accountability to the citizen	Provide secretariate support to MPAC and Council	17	Number of meetings provided with secretariate support	8	2	1 meeting held for MPAC and 3 held for	R 0	R 0	Target met	None	Corporate Services	1. Signed attendance register 2. Minutes





	of Kwa Sani						Council						
CS 18	To promote the performance and functioning of the municipality	Hold departmental meetings	18	Number of departmental meetings held	12	3	3	R 0	R 0	Target met	None	Corporate Services	1. Signed attendance register 2. Signed minutes
CS 19	To improve team work and enhance performance of the whole municipality	Coordinate capacity building	19	Date capacity building coordinated	31-12-2014	Appoint service provider to coordinate capacity building and implementation	Service Provider was appointed and the Team Building was conducted on the	R 233 000.00	R 135 140	Target met	None	Corporate Services	Photos



	ality						19/12/2014						
CS 21	To ensure that data is available in case of disaster	Source an off site back up	2 1	Date off site back up sourced	30-12-2014	Nil	Off site back up was sourced	R 64 000	R 75 500	Target met in advance in Q1	None	Corporate Services	Contract with Service provider
CS 22	To improve performance and functioning of the municipality	Number of website designed and developed	2 2	Website designed and developed	1	1	Website presented to Council for launching	R 82 400	R 40 010	Target met	None	Corporate Services	Contract agreement



CS 23	To improve performance and functioning of the municipality	Purchase software licence for laptops and computer users within the municipality	23	Number of volume software licence purchased	70 volume licenses	Purchase software licence for users	Advertisement was done, quotations are not yet shortlisted	R 210 286	R 0	Target partially met	Improve on ICT budget	Corporate Services	Copy of licence agreement
CS 25	To improve safety and security within the municipal environment	Cabling and switch layout - switches erected and trunked	25	Number of switches erected and trunked	5	Advertisement of Service Provider and Cat 6 Network cabling and installation	Nil	R 94 275	R 0	Target not met	Budget constraints	Corporate Services	Contract agreement
CS 26		Technical Change Management Committee	26	Number of Technical Change Committee meetings held	8	2	2	R 0	R 0	Target not met	None	Corporate Services	Attendance registers



CS 27		Corporate Services Sub Committee meetings	27	Number of meetings provided with secretariate support	8	2	1	R 0	R 0	Target not met	None	Corporate Services	1. Attendance register 2. Minutes
CS 28	To ensure effective and efficient service delivery	OSS War Room Ward 4	28	Number of Operation Sukuma Sakhe meetings held	12	3	3	R 0	R 0	Target met	None	Corporate Services	1. Attendance register 2. Minutes
PLANNING AND COMMUNITY SERVICES (TECHNICAL)													
TEC 1	Provision of basic services	Coordinate provision of access to potable (drinkable) water through attendance of 4 IDF meetings at Harry Gwala District Municipality	29	Number of IDF meetings held	4	1	1	R 0	R 0	Target met	None	Technical Department	1. Invitation to IDF meeting 2. Attendance register
TEC 2			30	100% attendance	100%	25%	25%	R 0	R 0	Target met	None	Technical Department	1. Invitation to IDF meeting 2. Attendance



													nce register
TEC 3		Coordinate provision of access to potable (drinkable) water at schools	3 1	Number of IDF meetings held	4	1	1	R 0	R 0	Target met	None	Technical Department	1. Invitation to IDF meeting 2. Attendance register
TEC 4			3 2	100% attendance	100%	25%	25%	R 0	R 0	Target met	None	Technical Department	1. Invitation to IDF meeting 2. Attendance register
TEC 5		Coordinate provision of access to potable (drinkable) water at clinics	3 3	Number of IDF meetings held	4	1	1	R 0	R 0	Target met	None	Technical Department	1. Invitation to IDF meeting 2. Attendance register



TEC 6			3 4	100% attendanc e	100%	25%	25%	R 0	R 0	Target met	None	Technic al Depart ment	1. Invitatio n to IDF meeting 2. Attenda nce register
TEC 7		Coordinate provision of access to sanitation to consumers	3 5	Number of IDF meetings held	4	1	1	R 0	R 0	Target met	None	Technic al Depart ment	1. Invitatio n to IDF meeting 2. Attenda nce register
TEC 8			3 6	100% attendanc e	100%	25%	25%	R 0	R 0	Target met	None	Technic al Depart ment	1. Invitatio n to IDF meeting 2. Attenda nce register
TEC 9		Coordinate provision of access to sanitation to	3 7	Number of IDF meetings held	4	1	1	R 0	R 0	Target met	None	Technic al Depart ment	1. Invitatio n to IDF meeting



		schools											2. Attendance register
TEC 10			38	100% attendance	100%	25%	25%	R 0	R 0	Target met	None	Technical Department	1. Invitation to IDF meeting 2. Attendance register
TEC 11		Coordinate provision of access to sanitation to clinics	39	Number of IDF meetings held	4	1	1	R 0	R 0	Target met	None	Technical Department	1. Invitation to IDF meeting 2. Attendance register
TEC 12			40	100% attendance	100%	25%	25%	R 0	R 0	Target met	None	Technical Department	1. Invitation to IDF meeting 2. Attendance register



TEC 13		Coordinate provision of access to free basic water to households	4 1	Number of IDF meetings held	4	1	1	R 0	R 0	Target met	None	Technical Department	1. Invitation to IDF meeting 2. Attendance register
TEC 14			4 2	100% attendance	100%	25%	25%	R 0	R 0	Target met	None	Technical Department	1. Invitation to IDF meeting 2. Attendance register
TEC 15		Coordinate provision of free basic sanitation to households	4 3	Number of IDF meetings held	4	1	1	R 0	R 0	Target met	None	Technical Department	1. Invitation to IDF meeting 2. Attendance register
TEC 16			4 4	100% attendance	100%	25%	25%	R 0	R 0	Target met	None	Technical Department	1. Invitation to IDF meeting





													2. Attendance register
TEC 17		3000 households (residents, businesses, hotels, government department) with access to refuse removal at least once per week	45	3000 households (residents, businesses, hotels, govt. departments) with access to refuse removal at least once per week	3000 households (residents, businesses, hotels, govt. departments) with access to refuse removal at least once per week	3000 households (residents, businesses, hotels, govt. departments) with access to refuse removal at least once per week	3000 households (residents, businesses, hotels, govt. departments) with access to refuse removal at least once per week	R 0	R 0	Target met	None	Technical Department	Refuse revenue report



TEC 18	Construction of Zinkwana Pedestrian bridge by 30-06-2015	46	Date Zinkwana/ Mhlangeni pedestrian bridge constructed	30-03-2015	60% construction completed	The project is in practical completion stage	R834,925.00	R 691 188.46	Target met	None	Technical Department	1. Progress report 2. Completion letter 3. Snag list
TEC 19	Construction of Sondelani creche construction by 30-06-2015	47	Date Sondelani creche constructed	30-06-2015	Contractor appointed, site establishment and construction commences	The project is in practical completion	R 515 400.00	R 592 947.28	Target met	None	Technical Department	1. Progress report 2. Completion certificate 3. Snag list
TEC 20	Construction of Nhlanhleni creche by 30-06-2015	48	Date Nhlanhleni creche constructed	30-06-2015	Contractor appointed, site establishment and construction	The project is in practical completion	R 180 000.00	R 92 320.61	Target met	None	Technical Department	1. Progress report 2. Completion certificate 3. Snag



						tion comme nces							list
PLANNING AND COMMUNITY SERVICES (TRAFFIC)													
TR 1	Traffic Law Enforcement	Attend 16 multi-disciplinary road blocks	50	16	16	4	8	Opex	Opex	Target met	None	Traffic Department	Copy of traffic fines
TR 2		Attend Provincial road blocks 2 per month	51	12	12	3	4	Opex	Opex	Target met	None	Traffic Department	1. Signed attendance register 2. Minutes
TR 3		Attend weekly planning meetings with SAPS (Operational meetings)	52	48	48	12	9	Opex	Opex	Target not met. Were on training during some of	None	Traffic Department	N/A



										these meetings			
TR 4		Organise school awareness campaigns 2 per month	53	24	24	6	0	Opex	Opex	Target not met. Due to school exams and closure	Organise more school awareness campaigns in Q3	Traffic Department	N/A
TR 5		Organise road safety awareness meetings per annum	54	12	12	3	3	Opex	Opex	Target met	None	Traffic Department	1. Signed attendance register 2. Minutes



TR 6		Attend monthly disaster management meetings	5 5	12	12	3	5	Opex	Opex	Target met. 1 meeting postponed	None	Traffic Department	1. Signed attendance register 2. Minutes
TR 7		Attend weekly station crime combating forum meetings	5 6	48	48	12	9	Opex	Opex	Target not met. Only 9 meetings were scheduled	None	Traffic Department	1. Signed attendance register 2. Minutes
TR 8		Attend ITLEC meetings per annum	5 7	4	4	1	2	Opex	Opex	Target met	None	Traffic Department	1. Signed attendance register 2. Minutes
TR 9		Attend AARTO meetings	5 8	4	4	1	2	Opex	Opex	Target met	None	Traffic Department	1. Signed attendance register



													2. Minutes
TR 10		Attend justice meetings per annum	59	12	12	3	3	Opex	Opex	Target met	None	Traffic Department	1. Signed attendance register 2. Minutes
TR 11		Attend warrant of arrests operations	60	24	24	6	10	Opex	Opex	Target met	None	Traffic Department	1. Monthly reports
PLANNING AND COMMUNITY SERVICES (BUILDING CONTROL)													
BCO 1		Routine inspections	65	Number of routine inspections carried out	432	108	130	R 0	R 0	Target met	None	Building Control	Copy of signed monthly report
PLANNING & COMMUNITY SERVICES (LIBRARY)													
LIB 1	To ensure free access to	Conduct holiday programmes	68	4 holiday programmes conducted	4	1	1 holiday programme held on	Opex	Opex	Target met	None	Library	Photos



	education, recreation, culture and information for the community						10/10/2014						
LIB 2		Basic end user training classes	69	4 basic end user training held	4	1	2 basic end user training held on 09-21 Oct-2014 and 06-27 Nov. 2014	Opex	Opex	Target met	None	Library	1. Attendance register 2. Reports
LIB 3		Outreach programmes	70	4 Outreach programme held	4	1	Nil	Opex	Opex	Target not met	3 Outreach programmes were held in the first quarter	Library	N/A
PLANNING & COMMUNITY SERVICES (LOCAL ECONOMIC DEVELOPMENT)													



LED 1	To promote Local Economic Development	Review LED Strategy	71	Date LED Strategy reviewed and adopted	30-03-2015	Submission to Council for input	Strategy development process ongoing, 2 PSC meetings held and 1 focused session for dairy sector	R 0	R 0	Target not met	The review will be incorporated in the district LED, LED strategy development project (Sisonke Development Agency)	LED	1. Progress report 2. Attendance register
LED 2	Job creation	Jobs created through EPWP	72	Total number of jobs created through EPWP	38	30	Currently 33 persons are active in the EPWP programme	EPWP Grant	R 119 380	Target met	None	LED	Payroll
LED 3			73	% of youth employed	50%	50%	69%	EPWP Grant	R 0 (EPWP Grant)	Target met	None		Payroll





LED 4			74	% of women employed	34%	34%	69%	EPWP Grant	R0 (EPWP Grant)	Target met	None	LED	Payroll
LED 5			75	% disabled employed	5%	5%	0%	R0	R0	Target not met	Possibly when new projects are conceived, some considerations of the type of work to be done by disabled persons need more prioritization	LED	N/A
LED 6		Job created through LED projects	76	No of jobs created through LED projects	24	6	0	R0	R0	Target not met	There are currently contractor issue at Reichenu	LED	N/A



LED 7			7 7	Number of SMMEs supported	6	3 (Revised from quarter 1, subject to approval of policy by Council)	Policy submitted to Council on 27 Nov. 2014	R 25 000	R 0	Target not met	It has been difficult to support SMMEs and Cooperatives with capital related development, due to not having a local adopted policy on SMMEs support.	LED	1. Council minutes 2. Request letters
LED 8	Business Development	Development of local businesses	7 8	Number of meetings held	3	1	Meeting held on 19/11/2014	R 0	R 0	Target met	None	LED	1. Attendance registers



LED 9			7 9	Number of workshops attended	2	1	1 X 5 days workshop for Emerging Contractors (1-5 September 2014)	R 5 000	R 4 500	Target met	This target was for Q2 but it was in advance in Q1	LED	1. Attendance register 2. Expenditure
LED 10		Handcraft promotion	8 0	Number of events and exhibitions attended to promote and sell craft work.	5	1	1 event attended: Himeville Christmas market on the 13/12/2014	R 0	R 0	Target met	None	LED	1. Pictures



LED 11			8 1	Number of cooperatives assisted to promote One village Product programme	3	Provide training	Requisition for Service Provider and advert done, but no response	R 55 000	R 0.00	Target not met	Re-advertise	LED	1. Request for proposal 2. Advert
LED 12	Emerging Farmer	Support phase 2 of Commercial production of vegetables	8 2	Number of hectares planted	15 Ha	Monitoring	Requisition for Service Provider and advert done, but no response	R 55 000	R 0	Target not met	Re-advertise	LED	Request for proposal advert
LED 13			8 3	Number of meetings held	4	1	Meeting held with local Supervisor 18/11/2	R 0	R 0	Target met	None	LED	1. Attendance register



							014						
LED 14		Promote agriculture amongst youth and women in cooperatives	8 4	Number of youth cooperatives supported	1	1	Coop is being assisted at uKhahlamba Development Trust it is an inclusive coop.	R 10 000	R 0	Target met	N/A	LED	1. Expenditure report 2. Delivery note



LED 15			85	Number of poultry farmers supported	2	Monitoring	The monitoring has indicated that there is lack of proper infrastructure, a Service Provider who manufactures basic infrastructure has been identified	R 0	R 0	Target met	In order to effectively support and make impact on this deliverable, bird cages must be procured for the identified Cooperatives in line with the SMME and Cooperatives policy	LED	1.Email correspondence
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LED 16			86	Number of urban vegetable cooperative promoted	1	Monitoring	Monitoring	R 10 000	R 0	Target met	N/A	LED	Photos
LED 17	Informal trade improvement	Improve trading facilities and conditions for Informal Traders and integrate to local economy	87	Number of shelters provided	8	Supply Gazebos to identified traders	A requisition was made on the 07/11/2014	R 60 000	R 0	Target not met	Supply Chain processes must be completed by 30/03/2015	LED	Purchase requisition form
LED 18			88	Number of training workshops	2	1 x workshop (revised from Quarter 1)	Workshop held on the 11th Dec. 2014	R 5 000	R 645	Target met	N/A	LED	1. Photos 2. Attendance register



LED 19			89	Number of improved trading space at Taxi Rank	3	3	Nothing so far	R 30 000	R 0	Target not met	The amount budgeted for this work is not enough to cover the expected work. Budget adjustment is required	LED	N/A
LED 20	Improvement of Livestock Farming	Ha of grazing camps	90	Number of hectares of grazing camps	30 ha.	Fence grazing camps	Poles are in the process of being procured	R 20 000	R 0	Target not met	Complete SCM processes and resolve land ownership at Ridge	LED	Request letter Makholweni Livestock Association





LED 21		Livestock owners day celebration	9 1	Date Livestock Owners Day celebrated	30/12/2014	Host one Open Information Day for Rural Livestock Owners	Farmer s Day hosted on the 19/11/2014 in partnership with DARD & UFA	R 10 000	R 0	Target met	None	LED	Pictures
LED 23	To improve waste management and cost of transporting waste	Waste recycling	9 3	Number of tons of recyclable waste collected and sold	30	Build shed storage facility (revised from Q1)	The type of storage facility to be built has been agreed upon and Service Provider identified	R 42 000	R 0	Target not met	The technical Unit must assist with the formation of specification for the manufacturing of the cage facility which will be	LED	Email correspondence



											used.		
PLANNING & COMMUNITY SERVICES (TOURISM)													
TOU 1	To promote and develop local tourism	Conduct Tourism Awareness Programme (1 per ward and 2 in 1)	94	Number of campaigns conducted	5	1	0	R 10 000	R 0	Target not met	We will conduct one all encompassing tourism business community consultative and awareness for all remaining wards as well as the	Tourism	N/A



											outstanding quarters after budget adjustment and during low tourism season between February and March		
TOU 2		Community tourism skills development workshop	95	Number of skills development workshops conducted	4	1	0	R 30 000	R 0.00	Target not met	It is rescheduled for quarter 3 to coincide with Amafa programme	Tourism	N/A



TOU 3		Coordinate Local Tourism forum meetings	96	Number of forum meetings held	4	1	0	R 250	R 0.00	Target not met	It will be conducted in February during the low season when everybody is not busy	Tourism	N/A
TOU 4		Arts and Crafts exhibitions	97	Number of exhibitions conducted	3	1	0	R 15 000	R 0.00	Target not met	The municipality is currently finalising an arrangement to partner with a local exhibiting company which is conducting craft	Tourism	N/A



											exhibitions, so our crafters have attended the exhibitions informally		
TOU 7		Coordinate the establishment Community tourism development forums	100	Number of Tourism Development forums coordinated	4	1	0	R 1500	R 0	Target not met	It will be done together with the Tourism Awareness in March 2015	Tourism	N/A



TOU 8		Conduct local literature exhibitions	1 0 1	Number of local literature exhibitions conducted	1	1	1	R 11 000	R 0	Target not met	It is re-scheduled for quarter four (April 2015) due to recommendations from Provincial Government (Dept. of Arts & Culture ) They advise that we first conduct caacity building worksho p which we have	Touris m	N/A
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											<p>conducted in its place, attend Provincial Exhibitions to benchmark which we have attended and then conduct local literature exhibition which we have scheduled for quarter four in April</p>		
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TOU 9		Conduct literature capacity workshops	102	Number of capacity literature workshops conducted	4	1	1	R 1 000	R 653.41	Target met (Held on 15/11 /2014)	None	Tourism	1. Attendance register 2. Agenda 3. Spar quotation and official order 4. Underberg Spar Photos
TOU 10		Conduct creative Arts capacity building workshops	103	Number of creative arts capacity building workshops conducted	4	1	0	R 3 000	R 0	Target not met	Workshops for quarter 2 and 3 are rescheduled for quarter 4 in April 2015 due to changes to Provincia	Tourism	N/A





											I Departm ent of Arts & Culture program mes because of busget constrain ts		
TOU 11		Attend Provincial literature exhibitions	1 0 4	Number of provincial literature exhibitions attended	2	1	1	R 2 000	R1768 (Accomm odation)	Target met	None	Touris m	1. Attenda nce register 2. Photos 3. Invitatio n



TOU 13		Conduct Maidens capacity building workshop	1 0 6	Number of Maidens capacity building workshop conducted	1	1	1	R 5 000	R 11 985.00	Target met in July ( it was concu rrently done with the distric t Siyay Emhla ngeni Maide ns and Matro ns works hop	None	Touris m	1. Invitatio n 2. Pictures 3. Attende es list
TOU 15		Conduct Arts & Culture talent search village, wards and local finals	1 0 8	Number of Arts & Culture talent search conducted	2	Particip ate in district talent search competi tion	Talent search finals were held in Bulwer on the 1st Nov.	R 35 000	R 4 328.98	Target met. Talent search finals were held in Bulwe	None	Touris m	1. Attenda nce register 2. Photos



							2014			r on the 1st Nov. 2014.			
TOU 16		Establishment of wards arts & culture forums in each ward	109	Number of Wards Arts & Culture forums established in each ward	4	1	4	R 10 000	R 0	50% target was met during the ward talent search where different wards groups were requested to submit their	None	Tourism	1.Attendance register



										prefer red wards candidates list which we are still awaiting upon receipt we will workshop and integrate them into a local structure repres			
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											enting all wards			
OFFICE OF THE MUNICIPAL MANAGER														
OMM 1	To promot e public particip ation in the	Monitor the functionality of the Ward Committees	1 1 1	Number of meetings held per ward	4	4	4	R 0	R 0	Target met	None	Office of the MM	1. Attenda nce register 2. Minutes	
OMM 2	affairs of the municip ality		1 1 2	100% attendanc e	100%	100%	100%	Opex	Opex	Target met	None	Office of the MM	1. Attenda nce register 2. Minutes	



OMM 3			1 1 3	Number of Community meetings per ward	4	4( 1 per ward)	4	Opex	Opex	Target met	None	Office of the MM	1. Attendance register 2. Minutes
OMM 7	Improve the Municipal Audit opinion and	Audit Committee meetings	1 1 7	Number of Audit Committee meetings held	4	1	1 meeting was held on 03/12/2014	Opex	Opex	Target met	None	Office of the MM	1. Attendance register 2. Minutes
OMM 8	Accountability	MPAC meetings	1 1 8	Number of MPAC meetings held	4	1	Meeting was held on the 17/12/2014	Opex	Opex	Target met	None	Office of the MM	1. Signed attendance register 2. Signed minutes



OMM 9			1 1 9	Number of quarterly reports submitted to APAC and Cogta (S46 of MSA)	4	1	1 quarterly report submitted to APAC and Cogta on the meeting held on the 3/12/2014	Opex	Opex	Target met	None	Office of the MM	1. Copy of Report 2. Minutes 3. Attendance register
OMM 10			1 2 0	Ensure sitting of 16 Council meetings (4 ManCo, 4 Portfolio and 4 Council meetings)	16	4	6	R 0	R 0	Target met	None	Office of the MM	1. Signed attendance register 2. Signed minutes



OMM 17	To hold IDP Roadshow meetings	IDP Roadshow meetings	1 2 7	Number of IDP Roadshow meetings held	18	9	4 meetings held	R 0	R 0	Target partially met	4 IDP Roadshows held and we had to reschedule for other areas due to non attendance from community	Office of the MM	1. Minutes 2. Attendance register
OMM 18	To hold IDP Representative Forum meetings	IDP Representative Forum meetings	1 2 8	Number of IDP Representative Forum meetings held	2	1 meeting held on the 12/11/2014	Nil	R 0	R 0	Target not met	IDP Rep. Forum meeting was held concurrently with Joint HDGM and Kwa Sani IDP Imbizo held on 12/11/20	Office of the MM	1. Minutes 2. Attendance register





											14		
OMM 19	To hold quarterly stakeholders meetings	Quarterly stakeholders meeting	1 2 9	4	1	1 meeting held on the 9/12/2014	Nil	R 0	R 0	Target met	None	Office of the MM	1.Attendance register



OMM 20	To establish strategic partnerships for development through Sukuma Skahe meetings	Establish strategic partnerships for development through Sukuma Skahe meetings	130	4	1	1	1 meeting was held	Opex	Opex	Target met	None	Office of the MM	1. Signed attendance register
YOUTH/SPECIAL PROGRAMMES UNIT													
YSP 1	To coordinate Local AIDS Council and hold HIV/AIDS awareness	Local AIDS meetings (LAC) coordinated	136	Number of Local AIDS meetings coordinated	12	3	Meeting held on the 2/12/2014	R 50 000	R 0	Target met	None	Youth/Special Programmes	1. Public service report 2. Signed attendance register 3. Expenditure report



YSP 2	campaigns	World AIDS Day Commemoration	137	Date commemoration held	30/06/2015	30/12/2014	Held on 07 December 2014 at eKhube ni Farm	R 70 000	R 0	Target met	None	Youth/Special Programmes	Expenditure report
YSP 3		TB awareness campaign held	138	Number of awareness campaigns held	1	1	Nil	R 20 000	R 0	Target not met	To be held in Q3	Youth/Special Programmes	N/A
YSP 4	To conduct local Salga Games selection	Establishment and coordination of structures	139	Date structures established and coordinated	30/09/2014	1 meeting	Nil	R 70 000	R 0	Target not met	To be held in Q3	Youth/Special Programmes	N/A
YSP 5	ns and participate in District and Provincial Salga Games	Provide support to Sani Stagger athletes event	140	Date support provided	30/06/2015	30/12/2014	Event supported on 29 November 2014	R 40 000	R 29 900	Target met	None	Youth/Special Programmes	Expenditure report



YSP 6	To coordinate Operation Sukuma Sakhe	Coordinate Operation Sukuma Sakhe meetings	1 4 1	Number of Sukuma Sakhe meetings coordinated	12	3		R 50 000	R 1 030.00	Target partially met	None	Youth/Special Programmes	1. Public Service week report 2. Expenditure report
YSP 8	Establish the Kwa Sani Youth Council	Kwa Sani Youth Council meetings	1 4 3	Number of Kwa Sani Youth Council meetings held	4	To meet with the committee as the structure operate independently from the municipality	None	R 80 000	R 0	Target not met	None	Youth/Special Programmes	1. Signed attendance register 2. Expenditure report



YSP 10	To coordinate Matric Motivation Programme	Career Exhibition Matric Motivation programme	145	Date Career Exhibition Matric Motivation programme coordinated	30/06/2014	Principal's meeting to prepare		R 20 000	R 61 315.28	Target met	To participate on the proposed Career Exhibition by the District Education Department	Youth/Special Programmes	1. Signed attendance register 2. Expenditure report
YSP 11	To coordinate Mens Forum meeting and Men's Imbizo	Men's Forum meeting and Men's Imbizo	146	Number of Men's Forum coordinated	4	1	Gender forum meeting held on 20 November 2014 also formed part of gender forum	R 20 000	R 1 148.77	Target not met	To be done in Q3	Youth/Special Programmes	N/A



YSP 12		Hold Men's Forum and Imbizo	1 4 7	Number of Izimbizo's held	4	1	Gender forum meeting held on 20 November 2014 also formed part of gender forum	R 40 000	R 1 148.77	Target met	None	Youth/Special Programmes	1. Signed attendance register 2. Expenditure report
YSP 14	To hold Senior Citizens programmes	Senior Citizens programmes	1 4 9	Number of programmes held	1	Planning meeting	Sports Tournament for Senior Citizens that was to be done in Quarter 2, conducted in quarter	R 40 000	R 10 000.00	Target met in advance in Q1	None	Youth/Special Programmes	1. Signed attendance register 2. Expenditure report



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YSP 16	To promote the quality of education	Back to school campaign	151	Date back to school campaign held	30/03/2015	Preparatory meeting	Meeting was not held	R 20 000	R 0	Target not met	To be implemented in 3rd quarter	Youth/Special Programmes	N/A



YSP 17	To do needs analysis and identify people living with disability through disability forum meeting	Needa analysis done and identify people with disability through disabilityn forum meetings	1 5 2	Number of disability Day forum meetings held	2	1	It was held on the 28th November 2014 at Jabulani Hall Himeville	R 50 000	R 17 100	Target met	Nonne	Youth/Special Programmes	Attendance register
YSP 18	To conduct disability day celebration	Disability Day celebrated	1 5 3	Date disability day celebration held	30/06/2015	30/12/2014				Target met	None	Youth/Special Programmes	1. Attendance register
BUDGET & TREASURY DEPARTMENT													





BTO 1	To ensure proper supply chain Management	Adherence to Supply Chain Management procedures by 30-06-2015	155	Turnaround time for bids and quotations	90 day bids and 30 days quotations	90 day bids and 30 days quotations	The bids and quotations were advertised and awarded within 90 days	R 0	R 0	Target met	None	BTO	SCM reports for July, August and September
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BTO 2	To ensure all properties within municipality area area valued as per the Municipal Property Rates Act (MPRA) including quarterly Supplementary Valuation Roll implem	Implementation of MPRA by 30-06-2015	156	Prepare 2 supplementary valuation rolls	30-06-2015	Supplementary valuation roll	The supplementary valuation was not done as there were no improvements on properties or change of use	R 217 300	R 112 800.00	Target not met	The SV will be done in and Q3 and Q4	BTO	N/A
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	entation and updatin g of GV													
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BTO 3	To ensure all indigent households are registered to indigent register	Free basic services and indigent support by 30-06-2015	157	Number of indigent households registered	331	331	Subsidy for electricity was supplied to indigent households and indigent register has been updated	R 188 287	R 90 429.00	Target met	None	BTO	1. Indigent Register 2. Monthly reports on amount spent on Free Basic Services
BTO 4	To ensure payments are paid according to MFMA	Payment of creditors by 30-06-2015	158	Payment of creditors within 30 days	30 days	30 days	Payments were paid within 30 days	R 25 870 191	R 1 083 645	Target met	None	BTO	1. Budget report



BTO 5	To ensure that all BTO employees are fully capacitated	Capacity Building for Finance staff and Implementation of Internship programme by 30-06-2015	159	Number of employees trained on CPMD through accredited learning institutions	5	5	There are three employees that are registered for CPMD	R 250 000	R 186 429	Target was not met however three employees have registered	The other two employees will be registered in Q 3	BTO	1. Payments voucher for registration
BTO 6	To ensure that all BTO policies are reviewed	Finance policies reviewal by 30-06-2015	160	All budget related policies reviewed and adopted by Council	30-06-2015	N/A	Nil	R 0	R 0	None	None	BTO	N/A



BTO 7	To ensure credible suppliers database	Update of Supplier database by 30-06-2015	161	80% registration of suppliers for all commodities	30-06-2015	All qualifying applications are captured	The advert for invitation of suppliers was issued on the newspaper also the database is updated regularly	R 0	R 0	Target met	None	BTO	1. Advert 2. List of new suppliers
BTO 8	To ensure compliance with MFMA and applicable tax legislation	3rd party payments and submission of SARS returns	162	Payment and submission of SARS returns by 7th of each month	7th of each month	7th of each month	3rd party payments were made within 7 days and returns were	R 0	R 0	Target met	None	BTO	1. payroll Recon, S66 report 2. VAT recon



	on						submit ed						
BTO 9	To ensure timeous payment of salaries	Payroll administration by 30-06-2015	1 6 3	Processing of salaries by 25th of each month	25th of each month	Provision of salary advices and process salaries by 25th of each month	Payroll has been processed on monthly basis and salaries were paid on the 25th of each month	R 20 248 042	R 9 573 229	Target met	None	BTO	1. payroll Recon, S66 report 2. VAT recon



BTO 10	To ensure that all management accounts are reconciled	Preparation of monthly reconciliations by 30-06-2015	164	Reconciled management accounts	30-06-2015	Preparation and review/approval of all monthly reconciliations by 10th of each month	The reconciliation for bank, debtors and creditors were completed	R 0	R 0	Target met	None	BTO	1. Recons for bank, debtors and creditors
BTO 11	To ensure that the municipality obtain clean audit report	Institutional Operation Clean Audit project	165	Clean Audit or unqualified with reduction on other matters	30-06-2015	Development of Clean Audit Action Plan	Developed audit action plan and progress is monitored on monthly basis	R 0	R 0	Target met	None	BTO	N/A





BTO 12	To ensure that municipal funds are accounted for	Budgeting and cashflow management by 30-06-2015	166	Credible and reliable budget. No unauthorised expenditure, irregular and wasteful expenditure	30-06-2015	Quarterly budget monitoring statements produced	The budget has been monitored on monthly basis and reports are issued where budget comparison is done	R 0	R 0	Target met	None	BTO	NT Returns and I&E reports
BTO 13	To ensure full implementation of credit control and debt collection policy	Credit control by 30-06-2015	167	.	30-06-2015	Updating of records when consumers are paying for rates and services	We have not consulted with all our debtors a platform will be	R 0	R 0	Target not met	Proper plan will be developed for further consultation with debtors	BTO	N/A



							created to consult with them all						
BTO 14	To ensure reliable billing information on the financial system	Data cleansing by 30-06-2015	168	Credible data for debtors	30-06-2015	Update of records when consumers are paying for rates and services	Information has been sourced through TransUnion and debtors have been updated	R 0	R 0	Target met	None	BTO	TransUnion report



BTO 15	To ensure that municipal procurement is done in a cost effective and efficient manner in order to speed up service delivery by 2017	Supply chain management by 30-06-2015	169	7 days processing period for small supplies and 30 days processing period for bigger tenders	7 days processing period for small supplies and 30 days processing period for bigger tenders	Implementation of SCM procedures	Requests were processed within reasonable time	R 0	R 0	Target met	None	BTO	Refer to BTO 1
BTO 16	To ensure proper management of assets	Asset management	170	Fully compliant asset register	30-06-2015	Update & reconcile FAR	Fixed asset reconciliation has been completed	R 0	R 0	Target met	None	BTO	FAR Reconciliations



BTO 17	To ensure maximum return on investment	Investment management	171	Diversified investment	30-06-2015	Requests for investment rates and investment on best return rate	The investment register has been compiled	R 1 541 229	R 591 977	Target not met	Request for investment quotations	BTO	1. Investment register
BTO 18	To ensure economical and affordable tariffs	Tariff setting by 30-06-2015	172	Review and approval of tariffs	30-06-2015	Full implementation of revised tariffs	Nil	R 0	R 0	N/A	None	BTO	N/A
BTO 19	To ensure clear timeframes for Budget and IDP processes	IDP and Budget processes by 30-06-2015	173	Well planned IDP & Budget processes	30-06-2015	1st outreach programme in terms of Budget regulations	The process plan was approved by the Council	R 0	R 0	Target met	None	BTO	Summary of budget



BTO 20	To ensure regular communication with ratepayers	Ratepayers interaction for revenue collection and addressing community needs by 30-06-2015	174	Harmonised relationship with ratepayers	30-06-2015	Meeting with ratepayers association and other stakeholders	The scheduled meeting never took place	R 0	R 0	Target met	None	BTO	1. Signed attendance register 2. Signed minutes
BTO 21	To enhance customer satisfaction and reduce queries relating to municipal services	Customer care by 30-06-2015	175	Document feedback from municipal customers	30-06-2015	Implementation of complaints procedure and handling of queries	There has been no complaints received as per complaints book	R 0	R 0	Target met	None	BTO	Copies of complaints and satisfaction book
TOWN PLANNING													



TP 4		PDA applications	180	Number of applications processed within specified timeframe of 90 days	90 days	90 days per application	2	Opex	R 0	N/A	None	Town Planning	1. Register copy 2. Council resolution
TP 5		Special Consent application	181	Number of applications processed within specified timeframe of 60 days	60 days per application	60 days per application	1	Opex	R 0	Target met	None	Town Planning	1. Register copy 2. Council resolution
DISASTER MANAGEMENT UNIT													
DM 2	To ensure improved response to disasters	Establishment of disaster management forum meetings	183	Number of Disaster Management Forum meetings attended	4	1	1	Opex	Opex	Target met	None	Disaster Management	1. Attendance register 2. Minutes 3. Report



DM 4	Functional Disaster Management Centre	Response to reported disasters	185	Percentage response to reported disasters	100%	100%	100% 22 Incidents attended	Opex	Opex	Target met	None	Disaster Management	Reports
DM 5		Conduct community awareness campaign on fire awareness and to conduct risk profile inspections	186	Number of fire awareness campaigns conducted and risk profile inspections done	12	3	3 fire awareness campaigns conducted and 3 risk profile inspections done	Opex	Opex	Target met	None	Disaster Management	1.School principals 2. Inspection slips
DM 6		Assess disaster incidents and coordinate relief measures	187	Effective response to disasters/incidents	30-06-2015	Attend to all incidents occurred	Attend to all incidents occurred	All 22 incidents that occurred were attended	Opex	Opex	Target met	Disaster Management	Incident report



DM 7		Burn fire breaks	188	Date fire breaks burnt	30/06/2015	30/06/2015	N/A	All fire breaks burnt from March to September 2015	R 0	R 0	Target met	Disaster Management	Report	
DM 8		Submit 4 quarterly reports to Council	189	Number of quarterly reports to Council	4	4	1	1 report submitted to Council	R 0	R 0	Target met	Disaster Management	Report	
	Local Government: Municipal Planning and Performance Management Regulations, 2001													
Consumer Units														





**2.12 Municipal Manager's Quality Certificate**

I.....*N.C. James*....., Municipal Manager of Kwa Sani Municipality, hereby certify that the 2014/2015 Mid-Year Budget and Performance Assessment and Supporting Documents have been prepared in accordance with the Municipal Finance Management Act and the regulations made under the Act.

Signature *[Handwritten Signature]*  
Municipal Manager of Kwa Sani Municipality (KZN432)

Date : 20 January 2015