

TSWELOPELE LOCAL MUNICIPALITY

FS 183

CIVIC CENTRE, BOSMAN STREET

BULTFONTEIN, 9670

051 853 1111

www.tswelopele.gov.za

December 2013



MID-YEAR BUDGET AND PERFORMANCE ASSESSMENT REPORT (MFMA SECTION 72 REPORT)

PREPARED IN ACCORDANCE WITH BUDGET REGULATIONS IN TERMS OF GOVERNMENT
GAZETTE OF 17 APRIL 2009

Contents

PART 1	3
1. Executive summary	3
2. In Year Budget Statements Table	5
2.1.1. In Year Budget Statement – Table C1 – Budget Summary	6
2.1.2. In Year Budget Statement – Table C2 – Fin Performance (STD Classification)	7
2.1.3. In Year Budget Tables – Table C3 – Fin Performance (Rev and Exp – Municipal Vote)	8
2.1.4. In Year Budget Tables – Table C4 – Fin Performance (Rev & Exp).....	9
2.1.5. In Year Budget Table – C5 – Capital Expenditure (Mun Vote).....	10
2.1.6. In Year Budget Tables – C6 – Financial Position	11
2.1.7. In Year Budget Tables – C7 – Cash Flow	12
3. Explanatory note on in year budget tables	12
PART 2	14
1. Supporting Documentation	14
1.1. Supporting Table SC2 – Performance Indicators	16
1.2. Supporting Table SC3 – Debtors age analysis	17
1.3. Supporting Table SC5 – Investment Portfolio analysis	18
1.4. Supporting Table SC6 – Grants Received (Operating)	19
1.5. Supporting Table SC7 – Grants Expenditure (Operating)	21
1.6. Supporting Table SC7 – Grants Expenditure (Capital)	22
1.7. SDBIP Performance Assessment	27
1.8. Municipal Managers Quality Certificate.....	51

PART 1

1. Executive summary

Council of the Municipality approved Budget in terms of Circular 66 and 67 of Municipal Finance Management Act, Act 56 of 2003 and Municipal Budget and Reporting Regulations as promulgated in 2009. The Budget document was submitted to both National and Provincial Treasury in both hard and soft copies.

In terms of section 28 of the Municipal Budget and Reporting Regulations (MBRR), the municipality must prepare the in-year reports in terms of Schedule C of the regulations. The Schedule C states that the Municipality must report on its overall performance with specific reference to financial and Non-Financial information.

Section 71(1) of the Municipal Finance Management Act (MFMA) requires from the Municipal Manager, as Accounting Officer of the Municipality, to submit a report in a prescribed format to the Mayor within 10 working days after the end of each month on the state of the municipality's budget for that month and for the financial year up to the end of that month.

Mentioned below are some of the key issues that happened in December 2013:

- Revenue that accrued to the Municipality amounted to R 5 685 000 and the following are the main revenue contributors / sources
 - Revenue from Electricity service charges
 - In terms of GRAP 23 – Revenue from non-exchange transaction, whenever, the condition of the grant are met, such revenue must be recognised as income in the income statement of the Municipality, the total MIG grant expenditure for December was R 2,439,000
- Total Expenditure for the month of December 2013 was R 9,046,000
- The total loss for the period is R 3,361,000 excluding revenue from Non-exchange transaction
- Management need to put in measures in place to spend on priority spending, December 2013 is the third month in a row that Municipality is making losses, if the trend continues, Council will run into financial crisis and will be unable to deliver services as outlined in Section 152 of the Constitution.

The Chart below depicts this scenario:

Chart 1 – Operating Revenue

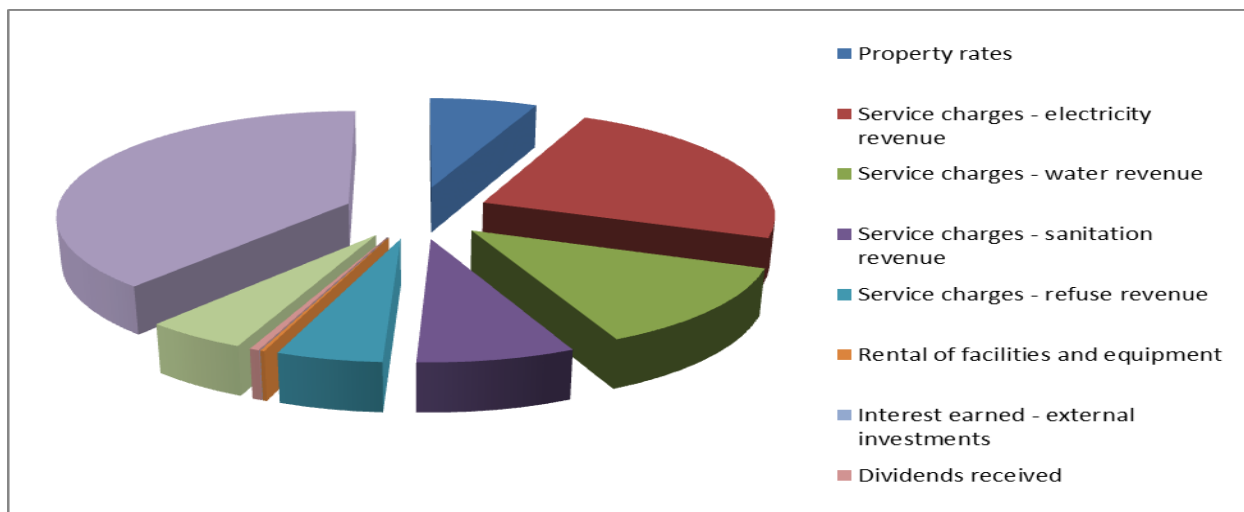
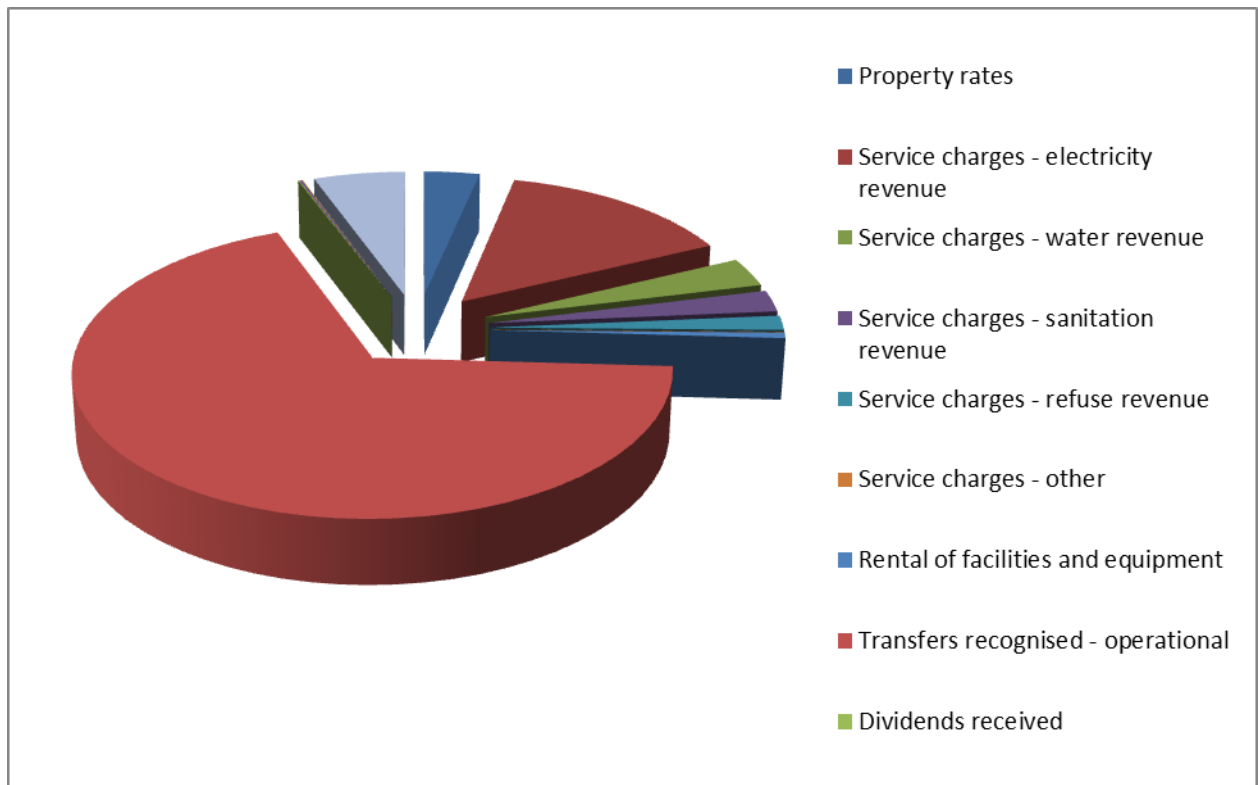


Chart 2 – Operating Revenue (For Six Months: July – December)

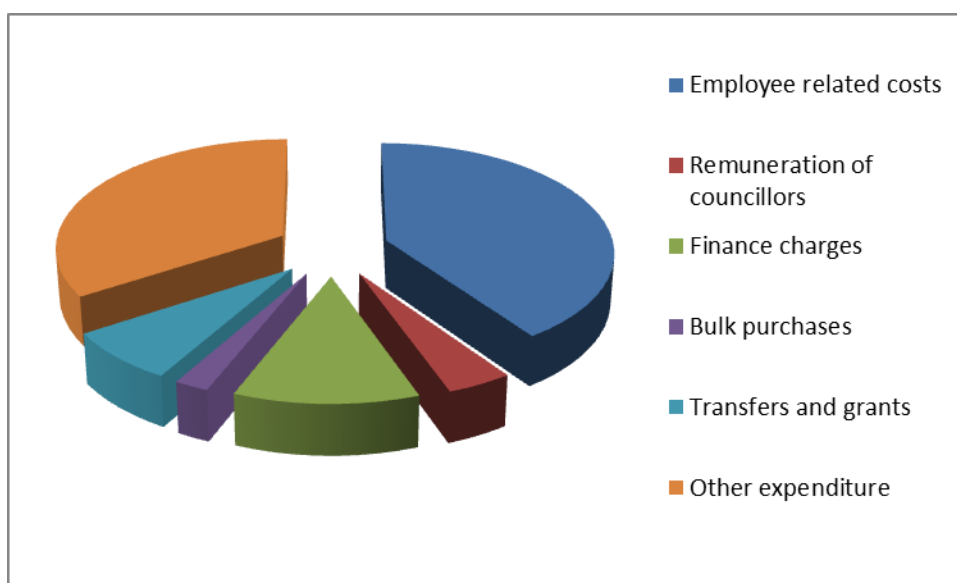


From the above table it can be seen that Municipality relies heavily on grants, as the income of the Municipality for the period starting from 1 July 2013 – 31 December 2013 was mainly from grants.

Transfers and grants accounted for 68% of total revenue received, and Electricity accounted for 15% of total revenue received. Total operating revenue for the six months period starting from 1 July 2013 – 31 December 2013 is R 70 472 000, the budgeted revenue for the period was R 64 602 000, this means that municipality collected an extra revenue of R 5,870,000

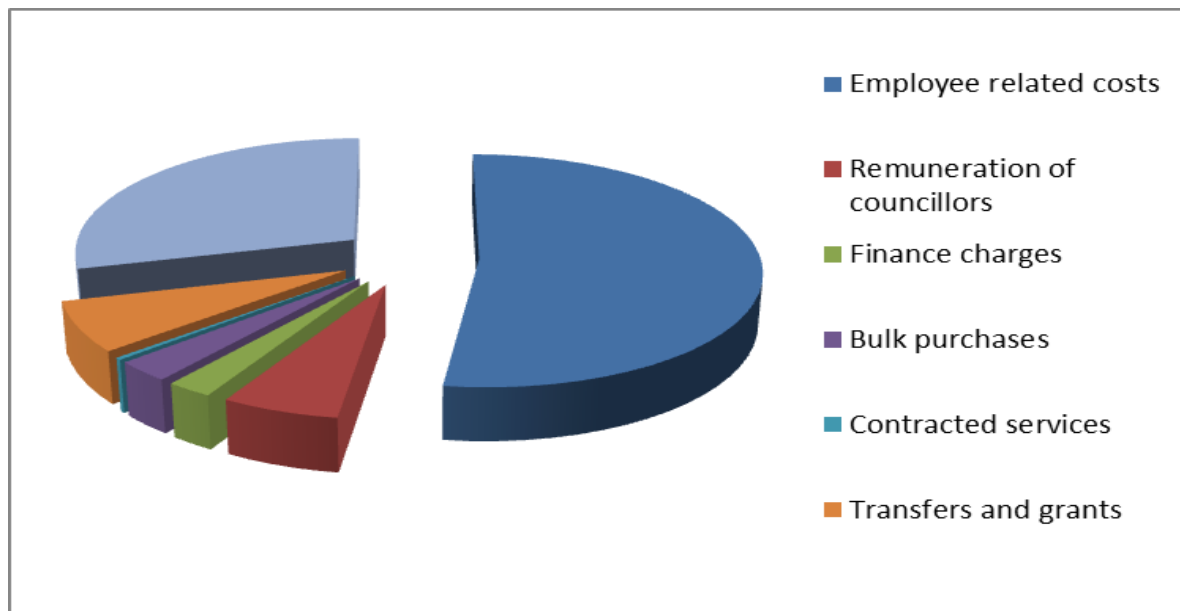
The operating expenditure is depicted by the table below

Chart 2 – Operating Expenditure



From the above table, it can be seen that Employee remuneration accounts for majority of the expenditure, followed by other expenditure which consist of, telephone costs, advertisement, rental of photocopy machines, delegation costs, travelling costs, etc.

The operating expenditure for the period starting from 1 July 2013 – 31 December 2013 was R 44 380 000, the table below depicts this situation:



2. In Year Budget Statements Table

In terms of Municipal Budget and Reporting Regulations as per government gazette No. 32141 of 2009, the municipality is required to report on the following Tables:

- Table C1 MFMA s 71 Monthly budget statement summary
- Table C2 Monthly budget statement – Financial performance (revenue and expenditure by municipal vote)
- Table C3 Monthly budget statement – Financial Performance (Revenue and expenditure by municipal vote)
- Table C4 Monthly budget statement – Financial Performance (Revenue and expenditure)
- Table C5 Monthly budget statement – Capital Expenditure (Municipal Vote, standard classification and funding)
- Table C6 Monthly budget Statement – Financial Position
- Table C7 Monthly budget statement – Cash Flow

In the following pages the above tables are disclosed with summaries of what these tables mean:

2.1.1. In Year Budget Statement – Table C1 – Budget Summary

FS183 Tswelopele - Table C1 Monthly Budget Statement Summary - M06 December

Description	2012/13	Budget Year 2013/14							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands									
<u>Financial Performance</u>									
Property rates	–	4 085	–	381	2 402	2 015	387	19%	4 085
Service charges	–	34 671	–	2 797	15 412	14 627	785	5%	34 671
Investment revenue	–	420	–	0	0	242	(242)	-100%	420
Transfers recognised - operational	–	65 449	–	281	48 101	45 584	2 517	6%	65 449
Other own revenue	–	2 666	–	2 477	4 556	2 134	2 422	114%	2 666
Total Revenue (excluding capital transfers and contributions)	–	107 291	–	5 937	70 472	64 602	5 870	9%	107 291
Employee costs	–	43 516	–	3 645	23 191	21 756	1 435	7%	43 516
Remuneration of Councillors	–	4 859	–	377	2 681	2 448	233	10%	4 859
Depreciation & asset impairment	–	–	–	–	–	–	–	–	–
Finance charges	–	2 107	–	1 057	1 057	1 057	–	–	2 107
Materials and bulk purchases	–	27 532	–	198	1 284	13 584	(12 300)	-91%	27 532
Transfers and grants	–	4 600	–	679	3 113	2 294	819	36%	4 600
Other expenditure	–	24 508	–	3 090	13 053	11 834	1 219	10%	24 508
Total Expenditure	–	107 122	–	9 046	44 380	52 973	(8 593)	-16%	107 122
Surplus/(Deficit)	–	169	–	(3 109)	26 092	11 629	14 463	124%	169
Transfers recognised - capital	–	28 809	–	#REF!	12 193	25 000	(12 807)	-51%	28 809
Contributions & Contributed assets	–	–	–	–	–	–	–	–	–
Surplus/(Deficit) after capital transfers & contributions	–	28 978	–	#REF!	38 286	36 629	1 657	5%	28 978
Share of surplus/ (deficit) of associate	–	–	–	–	–	–	–	–	–
Surplus/ (Deficit) for the year	–	28 978	–	#REF!	38 286	36 629	1 657	5%	28 978
<u>Capital expenditure & funds sources</u>									
Capital expenditure	–	31 309	–	2 439	12 193	16 713	(4 520)	-27%	31 309
Capital transfers recognised	–	28 809	–	2 439	12 193	14 213	(2 020)	-14%	28 809
Public contributions & donations	–	–	–	–	–	–	–	–	–
Borrowing	–	–	–	–	–	–	–	–	–
Internally generated funds	–	2 500	–	–	–	2 500	(2 500)	-100%	2 500
Total sources of capital funds	–	31 309	–	2 439	12 193	16 713	(4 520)	-27%	31 309
<u>Financial position</u>									
Total current assets	–	17 914	–	–	29 484				17 914
Total non current assets	–	348 369	–	–	416 496				348 369
Total current liabilities	–	13 050	–	–	14 312				13 050
Total non current liabilities	–	17 233	–	–	20 653				17 233
Community wealth/Equity	–	336 000	–	–	411 014				336 000
<u>Cash flows</u>									
Net cash from (used) operating	–	35 879	–	(3 361)	50 098	36 901	13 197	36%	35 879
Net cash from (used) investing	–	(31 109)	–	(2 439)	(12 193)	(16 713)	4 520	-27%	(31 109)
Net cash from (used) financing	–	(503)	–	–	–	–	–	–	(503)
Cash/cash equivalents at the month/year end	–	9 505	–	–	51 920	25 426	26 494	104%	18 282
Debtors & creditors analysis	0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys- 1 Yr	Over 1Yr	Total
<u>Debtors Age Analysis</u>									
Total By Income Source	1 267	993	855	7 073	878	862	3 340	26 362	41 631
<u>Creditors Age Analysis</u>									
Total Creditors	–	–	–	–	–	–	–	–	–

2.1.2. In Year Budget Statement – Table C2 – Fin Performance (STD Classification)

FS183 Tswelopele - Table C2 Monthly Budget Statement - Financial Performance (standard classification) - M06 December

Description	Ref	2012/13	Budget Year 2013/14							Full Year Forecast
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	
R thousands	1									
Revenue - Standard										
<i>Governance and administration</i>		-	15 001	-	420	52 668	11 757	40 911	348%	15 001
Executive and council		-	3 428	-	-	700	3 078	(2 378)	-77%	3 428
Budget and treasury office		-	6 727	-	113	49 453	5 694	43 759	769%	6 727
Corporate services		-	4 846	-	307	2 515	2 985	(470)	-16%	4 846
<i>Community and public safety</i>		-	8 950	-	321	1 119	5 957	(4 838)	-81%	8 950
Community and social services		-	2 259	-	17	100	1 513	(1 413)	-93%	2 259
Sport and recreation		-	4 809	-	303	1 019	3 206	(2 187)	-68%	4 809
Public safety		-	1 882	-	-	-	1 238	(1 238)	-100%	1 882
Housing		-	-	-	-	-	-	-	-	-
Health		-	-	-	-	-	-	-	-	-
<i>Economic and environmental services</i>		-	642	-	-	6	79	(73)	-93%	642
Planning and development		-	-	-	-	-	-	-	-	-
Road transport		-	642	-	-	6	79	(73)	-93%	642
Environmental protection		-	-	-	-	-	-	-	-	-
<i>Trading services</i>		-	111 507	-	4 944	28 873	71 809	(42 936)	-60%	111 507
Electricity		-	39 782	-	1 362	10 709	22 430	(11 721)	-52%	39 782
Water		-	19 101	-	718	2 624	13 045	(10 421)	-80%	19 101
Waste water management		-	41 458	-	2 572	13 787	29 022	(15 235)	-52%	41 458
Waste management		-	11 166	-	292	1 753	7 312	(5 559)	-76%	11 166
<i>Other</i>	4	-	-	-	-	-	-	-	-	-
Total Revenue - Standard	2	-	136 100	-	5 685	82 666	89 602	(6 936)	-8%	136 100
Expenditure - Standard										
<i>Governance and administration</i>		-	36 672	-	3 296	12 796	15 293	(2 497)	-16%	36 672
Executive and council		-	11 673	-	1 633	6 880	4 178	2 702	65%	11 673
Budget and treasury office		-	16 839	-	1 242	3 648	7 704	(4 056)	-53%	16 839
Corporate services		-	8 160	-	421	2 268	3 411	(1 143)	-34%	8 160
<i>Community and public safety</i>		-	11 939	-	909	5 686	6 923	(1 237)	-18%	11 939
Community and social services		-	9 940	-	802	4 678	5 895	(1 217)	-21%	9 940
Sport and recreation		-	117	-	3	243	18	225	1250%	117
Public safety		-	1 882	-	104	765	1 010	(245)	-24%	1 882
Housing		-	-	-	-	-	-	-	-	-
Health		-	-	-	-	-	-	-	-	-
<i>Economic and environmental services</i>		-	9 874	-	683	4 076	3 668	408	11%	9 874
Planning and development		-	-	-	-	-	-	-	-	-
Road transport		-	9 874	-	683	4 076	3 668	408	11%	9 874
Environmental protection		-	-	-	-	-	-	-	-	-
<i>Trading services</i>		-	48 637	-	4 158	21 822	27 089	(5 267)	-19%	48 637
Electricity		-	23 098	-	1 780	11 574	12 466	(892)	-7%	23 098
Water		-	9 192	-	524	3 662	5 063	(1 401)	-28%	9 192
Waste water management		-	9 203	-	1 438	3 969	5 713	(1 744)	-31%	9 203
Waste management		-	7 144	-	417	2 617	3 847	(1 230)	-32%	7 144
<i>Other</i>		-	-	-	-	-	-	-	-	-
Total Expenditure - Standard	3	-	107 122	-	9 046	44 380	52 973	(8 593)	-16%	107 122
Surplus/ (Deficit) for the year		-	28 978	-	(3 361)	38 286	36 629	1 657	5%	28 978

2.1.3. In Year Budget Tables – Table C3 – Fin Performance (Rev and Exp – Municipal Vote)

FS183 Tswelopele - Table C3 Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote) - M06 December

Vote Description	Ref	2012/13	Budget Year 2013/14							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
Revenue by Vote	1									
Vote 1 - Executive and Council		-	3 428	-	-	700	3 078	(2 378)	-77.3%	3 428
Vote 2 - Budget and Treasury Office		-	6 727	-	113	49 453	5 694	43 759	768.5%	6 727
Vote 3 - Community and Social Services		-	2 285	-	17	100	1 513	(1 413)	-93.4%	2 285
Vote 4 - Public Safety		-	1 882	-	-	-	1 238	(1 238)	-100.0%	1 882
Vote 5 - Sports and Recreation		-	4 809	-	303	1 019	3 206	(2 187)	-68.2%	4 809
Vote 6 - Waste Management		-	11 141	-	292	1 753	7 312	(5 559)	-76.0%	11 141
Vote 7 - Waste Water Management		-	41 458	-	2 572	13 787	29 022	(15 235)	-52.5%	41 458
Vote 8 - Road Transport		-	642	-	-	6	79	(73)	-93.0%	642
Vote 9 - Water		-	19 101	-	718	2 624	13 045	(10 421)	-79.9%	19 101
Vote 10 - Electricity		-	39 782	-	1 362	10 709	22 430	(11 721)	-52.3%	39 782
Vote 11 - Corporate Services		-	4 845	-	307	2 515	2 985	(470)	-15.7%	4 845
Vote 12 - [NAME OF VOTE 12]		-	-	-	-	-	-	-	-	-
Vote 13 - [NAME OF VOTE 13]		-	-	-	-	-	-	-	-	-
Vote 14 - [NAME OF VOTE 14]		-	-	-	-	-	-	-	-	-
Vote 15 - [NAME OF VOTE 15]		-	-	-	-	-	-	-	-	-
Total Revenue by Vote	2	-	136 100	-	5 685	82 666	89 602	(6 936)	-7.7%	136 100
Expenditure by Vote	1									
Vote 1 - Executive and Council		-	11 673	-	1 633	6 880	4 178	2 702	64.7%	11 673
Vote 2 - Budget and Treasury Office		-	16 839	-	1 242	3 648	7 704	(4 056)	-52.7%	16 839
Vote 3 - Community and Social Services		-	9 940	-	803	4 678	5 895	(1 217)	-20.6%	9 940
Vote 4 - Public Safety		-	1 882	-	104	765	1 010	(245)	-24.2%	1 882
Vote 5 - Sports and Recreation		-	117	-	3	243	18	225	1249.8%	117
Vote 6 - Waste Management		-	7 146	-	417	2 617	3 847	(1 230)	-32.0%	7 146
Vote 7 - Waste Water Management		-	9 203	-	1 438	3 969	5 713	(1 744)	-30.5%	9 203
Vote 8 - Road Transport		-	9 874	-	683	4 076	3 668	408	11.1%	9 874
Vote 9 - Water		-	9 192	-	524	3 662	5 063	(1 401)	-27.7%	9 192
Vote 10 - Electricity		-	23 096	-	1 780	11 574	12 466	(892)	-7.2%	23 096
Vote 11 - Corporate Services		-	8 160	-	419	2 268	3 550	(1 282)	-36.1%	8 160
Vote 12 - [NAME OF VOTE 12]		-	-	-	-	-	-	-	-	-
Vote 13 - [NAME OF VOTE 13]		-	-	-	-	-	-	-	-	-
Vote 14 - [NAME OF VOTE 14]		-	-	-	-	-	-	-	-	-
Vote 15 - [NAME OF VOTE 15]		-	-	-	-	-	-	-	-	-
Total Expenditure by Vote	2	-	107 122	-	9 045	44 381	53 112	(8 731)	-16.4%	107 122
Surplus/ (Deficit) for the year	2	-	28 978	-	(3 360)	38 285	36 490	1 795	4.9%	28 978

2.1.4. In Year Budget Tables – Table C4 – Fin Performance (Rev& Exp)

FS183 Tswelopele - Table C4 Monthly Budget Statement - Financial Performance (revenue and expenditure) - M06 December

Description	Ref	2012/13	Budget Year 2013/14							Full Year Forecast	
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %		
R thousands											
Revenue By Source											
Property rates			3 485		381	2 402	2 015	387	19%	3 485	
Property rates - penalties & collection charges			600		-	-	-	-		600	
Service charges - electricity revenue			21 703		1 352	10 225	8 965	1 260	14%	21 703	
Service charges - water revenue			5 312		717	2 306	2 170	136	6%	5 312	
Service charges - sanitation revenue			4 893		436	1 720	2 298	(578)	-25%	4 893	
Service charges - refuse revenue			2 763		292	1 147	1 194	(47)	-4%	2 763	
Service charges - other			-		-	14	-	14	#DIV/0!	-	
Rental of facilities and equipment			625		12	442	53	389	735%	625	
Interest earned - external investments			420		0	0	242	(242)	-100%	420	
Interest earned - outstanding debtors			-		-	-	-	-		-	
Dividends received			100		26	51	50	1	2%	100	
Fines			195		-	87	60	27	45%	195	
Licences and permits			-		-	1	-	1	#DIV/0!	-	
Agency services			-		-	31	-	31	#DIV/0!	-	
Transfers recognised - operational			65 449		281	48 101	45 584	2 517	6%	65 449	
Other revenue			1 546		2 187	3 944	1 971	1 973	100%	1 546	
Gains on disposal of PPE			200				-	-		200	
Total Revenue (excluding capital transfers and contributions)			-	107 291	-	5 685	70 472	64 602	5 870	9%	107 291
Expenditure By Type											
Employee related costs				43 516		3 645	23 191	21 756	1 435	7%	43 516
Remuneration of councillors				4 859		377	2 681	2 448	233	10%	4 859
Debt impairment				2 501		-	-	-	-		2 501
Depreciation & asset impairment				-		-	-	-	-		-
Finance charges				2 107		1 057	1 057	1 057	-		2 107
Bulk purchases				21 750		198	1 284	9 600	(8 316)	-87%	21 750
Other materials				5 782		-	-	3 984	(3 984)	-100%	5 782
Contracted services				-		-	140	-	140	#DIV/0!	-
Transfers and grants				4 600		679	3 113	2 294	819	36%	4 600
Other expenditure				22 007		3 090	12 914	11 834	1 080	9%	22 007
Loss on disposal of PPE								-	-		
Total Expenditure			-	107 122	-	9 046	44 380	52 973	(8 593)	-16%	107 122
Surplus/(Deficit)			-	169	-	(3 361)	26 092	11 629	14 463	0	169
Transfers recognised - capital				28 809		2 439	12 193	25 000	(12 807)	(0)	28 809
Contributions recognised - capital				-					-		
Contributed assets				-					-		
Surplus/(Deficit) after capital transfers & contributions			-	28 978	-	(922)	38 286	36 629			28 978
Taxation									-		
Surplus/(Deficit) after taxation			-	28 978	-	(922)	38 286	36 629			28 978
Attributable to minorities											
Surplus/(Deficit) attributable to municipality			-	28 978	-	(922)	38 286	36 629			28 978
Share of surplus/ (deficit) of associate											
Surplus/ (Deficit) for the year			-	28 978	-	(922)	38 286	36 629			28 978

2.1.5. In Year Budget Table – C5 – Capital Expenditure (Mun Vote)

FS183 Tswelopele - Table C5 Monthly Budget Statement - Capital Expenditure (municipal vote, standard classification and funding) - M06 December

Vote Description	Ref	2012/13	Budget Year 2013/14							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands	1									
Multi-Year expenditure appropriation	2									
Vote 1 - Executive and Council		-	-	-	-	-	-	-		-
Vote 2 - Budget and Treasury Office		-	-	-	-	-	-	-		-
Vote 3 - Community and Social Services		-	-	-	-	-	-	-		-
Vote 4 - Public Safety		-	-	-	-	-	-	-		-
Vote 5 - Sports and Recreation		-	-	-	-	-	-	-		-
Vote 6 - Waste Management		-	-	-	-	-	-	-		-
Vote 7 - Waste Water Management		-	24 000	-	2 136	11 174	11 669	(495)	-4%	24 000
Vote 8 - Road Transport		-	-	-	-	-	-	-		-
Vote 9 - Water		-	-	-	-	-	-	-		-
Vote 10 - Electricity		-	-	-	-	-	-	-		-
Vote 11 - Corporate Services		-	-	-	-	-	-	-		-
Vote 12 - [NAME OF VOTE 12]		-	-	-	-	-	-	-		-
Vote 13 - [NAME OF VOTE 13]		-	-	-	-	-	-	-		-
Vote 14 - [NAME OF VOTE 14]		-	-	-	-	-	-	-		-
Vote 15 - [NAME OF VOTE 15]		-	-	-	-	-	-	-		-
Total Capital Multi-year expenditure	4,7	-	24 000	-	2 136	11 174	11 669	(495)	-4%	24 000
Single Year expenditure appropriation	2									
Vote 1 - Executive and Council		-	-	-	-	-	-	-		-
Vote 2 - Budget and Treasury Office		-	-	-	-	-	-	-		-
Vote 3 - Community and Social Services		-	-	-	-	-	-	-		-
Vote 4 - Public Safety		-	-	-	-	-	-	-		-
Vote 5 - Sports and Recreation		-	4 809	-	303	1 019	2 544	(1 525)	-60%	4 809
Vote 6 - Waste Management		-	-	-	-	-	-	-		-
Vote 7 - Waste Water Management		-	-	-	-	-	-	-		-
Vote 8 - Road Transport		-	2 500	-	-	-	2 500	(2 500)	-100%	2 500
Vote 9 - Water		-	-	-	-	-	-	-		-
Vote 10 - Electricity		-	-	-	-	-	-	-		-
Vote 11 - Corporate Services		-	-	-	-	-	-	-		-
Vote 12 - [NAME OF VOTE 12]		-	-	-	-	-	-	-		-
Vote 13 - [NAME OF VOTE 13]		-	-	-	-	-	-	-		-
Vote 14 - [NAME OF VOTE 14]		-	-	-	-	-	-	-		-
Vote 15 - [NAME OF VOTE 15]		-	-	-	-	-	-	-		-
Total Capital single-year expenditure	4	-	7 309	-	303	1 019	5 044	(4 025)	-80%	7 309
Total Capital Expenditure		-	31 309	-	2 439	12 193	16 713	(4 520)	-27%	31 309
Capital Expenditure - Standard Classification										
Governance and administration		-	-	-	-	-	-	-		-
Executive and council										
Budget and treasury office										
Corporate services										
Community and public safety		-	4 809	-	303	1 019	2 544	(1 525)	-60%	4 809
Community and social services										
Sport and recreation			4 809		303	1 019	2 544	(1 525)	-60%	4 809
Public safety										
Housing										
Health										
Economic and environmental services		-	2 500	-	-	-	2 500	(2 500)	-100%	2 500
Planning and development										
Road transport			2 500				2 500	(2 500)	-100%	2 500
Environmental protection										
Trading services		-	24 000	-	2 136	11 174	11 669	(495)	-4%	24 000
Electricity										
Water										
Waste water management			24 000		2 136	11 174	11 669	(495)	-4%	24 000
Waste management										
Other										
Total Capital Expenditure - Standard Classification	3	-	31 309	-	2 439	12 193	16 713	(4 520)	-27%	31 309
Funded by:										
National Government			28 809		2 439	12 193	14 213	(2 020)	-14%	28 809
Provincial Government										
District Municipality										
Other transfers and grants										
Transfers recognised - capital		-	28 809	-	2 439	12 193	14 213	(2 020)	-14%	28 809
Public contributions & donations	5									
Borrowing	6									
Internally generated funds			2 500		-	-	2 500	(2 500)	-100%	2 500
Total Capital Funding		-	31 309	-	2 439	12 193	16 713	(4 520)	-27%	31 309

2.1.6. In Year Budget Tables – C6 – Financial Position

FS183 Tswelopele - Table C6 Monthly Budget Statement - Financial Position - M06 December

Description	Ref	2012/13 Audited Outcome	Budget Year 2013/14 Original Budget	Adjusted Budget	YearTD actual	Full Year Forecast
R thousands	1					
ASSETS						
Current assets						
Cash			7 079		1 166	7 079
Call investment deposits			2 425		26 867	2 425
Consumer debtors			4 835		1 267	4 835
Other debtors			3 500		–	3 500
Current portion of long-term receivables			–			–
Inventory			75		184	75
Total current assets		–	17 914	–	29 484	17 914
Non current assets						
Long-term receivables			–		40 363	
Investments			212		212	212
Investment property			13 066		23 876	13 066
Investments in Associate			–		–	–
Property, plant and equipment			334 101		349 997	334 101
Agricultural			–		–	–
Biological assets			990		1 131	990
Intangible assets			–			–
Other non-current assets			–		916	
Total non current assets		–	348 369	–	416 496	348 369
TOTAL ASSETS		–	366 283	–	445 980	366 283
LIABILITIES						
Current liabilities						
Bank overdraft			–		–	–
Borrowing			550		637	550
Consumer deposits			–		9	–
Trade and other payables			12 500		13 177	12 500
Provisions			–		490	–
Total current liabilities		–	13 050	–	14 312	13 050
Non current liabilities						
Borrowing			13 732		11 848	13 732
Provisions			3 501		8 805	3 501
Total non current liabilities		–	17 233	–	20 653	17 233
TOTAL LIABILITIES		–	30 283	–	34 965	30 283
NET ASSETS	2	–	336 000	–	411 014	336 000
COMMUNITY WEALTH/EQUITY						
Accumulated Surplus/(Deficit)			336 000		411 014	336 000
Reserves						
TOTAL COMMUNITY WEALTH/EQUITY	2	–	336 000	–	411 014	336 000

2.1.7. In Year Budget Tables – C7 – Cash Flow

FS183 Tswelopele - Table C7 Monthly Budget Statement - Cash Flow - M06 December

Description	Ref	2012/13	Budget Year 2013/14								
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast	
R thousands	1										
CASH FLOW FROM OPERATING ACTIVITIES											
Receipts											
Ratepayers and other			41 222		5 659	22 371	19 018	3 353	18%	41 222	
Government - operating			65 449		–	49 672	45 584	4 088	9%	65 449	
Government - capital			28 809		–	22 409	25 000	(2 591)	-10%	28 809	
Interest			420		0	0	242	(242)	-100%	420	
Dividends			–		26	26	30	(4)	-12%	–	
Payments											
Suppliers and employees			(97 914)		(7 989)	(44 380)	(52 973)	(8 593)	16%	(97 914)	
Finance charges			(2 107)		(1 057)		–	–		(2 107)	
Transfers and Grants								–			
NET CASH FROM/(USED) OPERATING ACTIVITIES			–	35 879	–	(3 361)	50 098	36 901	13 197	36%	35 879
CASH FLOWS FROM INVESTING ACTIVITIES											
Receipts											
Proceeds on disposal of PPE			200				–	–		200	
Decrease (Increase) in non-current debtors								–		–	
Decrease (increase) other non-current receiv ables								–		–	
Decrease (increase) in non-current inv estments								–			
Payments											
Capital assets			(31 309)		(2 439)	(12 193)	(16 713)	(4 520)	27%	(31 309)	
NET CASH FROM/(USED) INVESTING ACTIVITIES			–	(31 109)	–	(2 439)	(12 193)	(16 713)	(4 520)	27%	(31 109)
CASH FLOWS FROM FINANCING ACTIVITIES											
Receipts											
Short term loans								–			
Borrowing long term/refinancing								–			
Increase (decrease) in consumer deposits								–			
Payments											
Repayment of borrow ing			(503)				–	–		(503)	
NET CASH FROM/(USED) FINANCING ACTIVITIES			–	(503)	–	–	–	–		(503)	
NET INCREASE/ (DECREASE) IN CASH HELD			–	4 267	–	(5 800)	37 905	20 188		4 267	
Cash/cash equivalents at beginning:				5 238			14 015	5 238		14 015	
Cash/cash equivalents at month/year end:			–	9 505	–		51 920	25 426		18 282	

3. Explanatory note on in year budget tables

Table C1 gives a summary of the overall performance of Tswelopele Local Municipality for the Month of December 2013 and the following key aspects are included

Financial Performance: This is a summary of income statement of the Municipality

Capital Expenditure and funding sources: This gives a brief overview of the capital expenditure and its funding sources

Financial Position: This is the balance sheet of Tswelopele Local Municipality

Cash Flow: This gives a brief overview of the Cash flow of the Municipality

Creditors and Debtors analysis: This section gives the summary of creditors and debtors aging analysis.

This is the most important table as it gives users of the financial information a “snapshot” of what happened in December 2013.

Explanatory Notes to Table C2

1. Table C2 is a view of the financial performance per standard classification.
2. Total Revenue on this table includes capital revenues (Transfers recognised – capital) and so does not balance to the operating revenue shown on Table A4 as Table A4 exclude capital transfers

Explanatory Note to Table C3

1. Table C3 is an overview of the financial performance in relation to the revenue and expenditure per municipal vote.
2. Profits made on trading services are used to subsidise non-trading services

Explanatory note on table C4

1. Total revenue for December 2013 is R 5,685, 000, and the total revenue period is R 70 472 000
2. Total expenditure for December is R 9,046,000, and the total expenditure from 1 July 2013 – December 2013 is R 44, 380, 000.

Explanatory note on Table C5

1. Table C5 is a breakdown of the capital programme in relation to capital expenditure by municipal vote (multi-year and single-year appropriations); capital expenditure by standard classification; and the funding sources necessary to fund the capital budget, including information on capital transfers from national and provincial departments.
2. It can be seen from this table that there was the capital expenditure for December was R 2,439,000, and it was spent as follows:
 - Construction of Sewerage Network in Hoopstad – R 2,123,248
 - Construction of sporting facilities – Bultfontein – R 101,883
 - Construction of sporting facilities – Hoopstad – R 201,288
 - Project Management Costs – R 12,650
3. There are currently three projects that are taking place at the Municipality, and their budgets for the Current year are as follows:
 - Construction of Sewerage Network in Hoopstad – R 23,399,782
 - Construction of sporting facilities – Bultfontein – R 2,410,928
 - Construction of sporting facilities – Hoopstad – R 2,398,289
 - Project Management Costs – R 600,000
4. Total expenditure to date for this projects is as follows:
 - Construction of Sewerage Network in Hoopstad – R 11,152,223

- Construction of sporting facilities – Bultfontein – R 716,479
- Construction of sporting facilities – Hoopstad – R 303,005
- Project Management Costs – R 21,725

The total expenditure represents 42.3% of the total budget of R 28,809,000.

Explanatory Notes to Table C6

1. Table C6 is consistent with international standards of good financial management practice, and improves understandability for councilors and management of the impact of the budget on the statement of financial position (balance sheet).
2. This format of presenting the statement of financial position is aligned to GRAP1, which is generally aligned to the international version which presents Assets less Liabilities as “accounting” Community Wealth. The order of items within each group illustrates items in order of liquidity; i.e. assets readily converted to cash, or liabilities immediately required to be met from cash, appear first.

The municipal equivalent of equity is Community Wealth/Equity. The justification is that ownership and the net assets of the municipality belong to the community.

Explanatory Note to Table C7

1. The budgeted cash flow statement is the first measurement in determining if municipality has enough cash and cash equivalent to fund its operations.

PART 2

1. Supporting Documentation

Over and above the information as disclosed above Municipal Budget and Reporting Regulations (MBRR) requires the Municipality to disclose the following information:

- Debtors age analysis
- Creditors age analysis
- Investment portfolio analysis
- Allocations and Grant Receipts and Expenditure
- Material Variance to the SBDIP
- Capital Programmes performance
- Other Supporting Documents

Mentioned on the following pages are all the supporting tables as required by MBRR:

Supporting Table SC1 - Material Variance explanations

FS183 Tswelopele - Supporting Table SC1 Material variance explanations - M06 December

Ref	Description	Variance	Reasons for material deviations	Remedial or corrective steps/remarks
	R thousands			
1	<u>Revenue By Source</u>			
2	<u>Expenditure By Type</u>			
3	<u>Capital Expenditure</u>			
	Paving of Roads	0% Spent	A surplus of R 2,5 million was going to be used for this project, however, in August Council took a decision to Use a blanket approach to Subsidies indingents, and that Surplus did not materialise	Project will be taken out of the budget when Municipality Prepares adjustment budget
4	<u>Financial Position</u>			
5	<u>Cash Flow</u>			
6	<u>Measureable performance</u>			
7	<u>Municipal Entities</u>			

1.1. Supporting Table SC2 – Performance Indicators

FS183 Tswelopele - Supporting Table SC2 Monthly Budget Statement - performance indicators - M06 December

Description of financial indicator	Basis of calculation	Ref	2012/13	Budget Year 2013/14			
			Audited Outcome	Original Budget	Adjusted Budget	YearTD actual	Full Year Forecast
<u>Borrowing Management</u>							
Capital Charges to Operating Expenditure	Interest & principal paid/Operating Expenditure		0.0%	2.0%	0.0%	2.4%	6.5%
Borrowed funding of 'own' capital expenditure	Borrowings/Capital expenditure excl. transfers and grants		0.0%	0.0%	0.0%	0.0%	0.0%
<u>Safety of Capital</u>							
Debt to Equity	Loans, Accounts Payable, Overdraft & Tax Provision/ Funds & Reserves		0.0%	8.0%	0.0%	6.2%	8.0%
Gearing	Long Term Borrowing/ Funds & Reserves		0.0%	0.0%	0.0%	0.0%	0.0%
<u>Liquidity</u>							
Current Ratio	Current assets/current liabilities	1	0.0%	137.3%	0.0%	206.0%	137.3%
Liquidity Ratio	Monetary Assets/Current Liabilities		0.0%	72.8%	0.0%	195.9%	72.8%
<u>Revenue Management</u>							
Annual Debtors Collection Rate (Payment Level %)	Last 12 Mths Receipts/ Last 12 Mths Billing						
Outstanding Debtors to Revenue	Total Outstanding Debtors to Annual Revenue		0.0%	7.8%	0.0%	59.1%	7.8%
Longstanding Debtors Recovered	Debtors > 12 Mths Recovered/Total Debtors > 12 Months Old		0.0%	0.0%	0.0%	0.0%	0.0%
<u>Creditors Management</u>							
Creditors System Efficiency	% of Creditors Paid Within Terms (within MFMA s 65(e))			100.0%		98.0%	100.0%
<u>Funding of Provisions</u>							
Percentage Of Provisions Not Funded	Unfunded Provisions/Total Provisions						
<u>Other Indicators</u>							
Electricity Distribution Losses	% Volume (units purchased and generated less units sold)/units purchased and generated	2					
Water Distribution Losses	% Volume (units purchased and own source less units sold)/Total units purchased and own source	2					
Employee costs	Employee costs/Total Revenue - capital revenue		0.0%	40.6%	0.0%	32.9%	40.6%
Repairs & Maintenance	R&M/Total Revenue - capital revenue		0.0%	0.0%	0.0%	0.0%	0.0%
Interest & Depreciation	I&D/Total Revenue - capital revenue		0.0%	2.0%	0.0%	1.5%	6.5%
<u>IDP regulation financial viability indicators</u>							
i. Debt coverage	(Total Operating Revenue - Operating Grants)/Debt service payments due within financial year			0.0%	0.0%	0.0%	0.0%
ii. O/S Service Debtors to Revenue	Total outstanding service debtors/annual revenue received for services			24.0%		270.1%	#DIV/0!
iii. Cost coverage	(Available cash + Investments)/monthly fixed operational expenditure			0.0%	0.0%	0.0%	0.0%

From the above it can be seen that the municipality is financially stable, the current ratio and liquidity ratio which measure the ability of the Municipality to pay off current liabilities when they become due are both favourable, furthermore, Municipality managed to pay of 98% of its creditors on time, this is due to the fact that, starting from July 2013, the municipality implemented the use of Electronic payment method to pay for all its creditors.

1.2. Supporting Table SC3 – Debtors age analysis

FS183 Tswelopele - Supporting Table SC3 Monthly Budget Statement - aged debtors - M06 December

Description	NT Code	Budget Year 2013/14												Actual Bad Debts Written Off against Debtors	Impairment - Bad Debts i.t.o Council Policy
		0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys-1 Yr	Over 1Yr	Total	Total over 90 days				
R thousands															
Debtors Age Analysis By Income Source															
Trade and Other Receivables from Exchange Transactions - Water	1200	209	215	163	169	196	241	786	5 555	7 534	6 948				
Trade and Other Receivables from Exchange Transactions - Electricity	1300	544	248	214	240	159	187	262	1 200	3 054	2 047				
Receivables from Non-ex change Transactions - Property Rates	1400	138	101	109	5 978	43	45	286	4 227	10 927	10 578				
Receivables from Exchange Transactions - Waste Water Management	1500	217	202	211	232	278	249	1 123	8 491	11 003	10 373				
Receivables from Exchange Transactions - Waste Management	1600	154	150	155	164	197	136	793	5 944	7 694	7 235				
Receivables from Exchange Transactions - Property Rental Debtors	1700	-	-	-	-	-	-	-	-	-	-				
Interest on Arrear Debtor Accounts	1810	-	-	-	-	-	-	-	-	-	-				
Recoverable unauthorised, irregular, fruitless and wasteful expenditure	1820	-	-	-	-	-	-	-	-	-	-				
Other	1900	4	76	4	291	5	4	90	944	1 419	1 335				
Total By Income Source	2000	1 267	993	855	7 073	878	862	3 340	26 362	41 631	38 515	-	-		
2012/13 - totals only															
Debtors Age Analysis By Customer Group															
Organs of State	2200	230	222	161	216	79	109	143	449	1 609	997				
Commercial	2300	247	148	131	6 108	74	118	350	4 519	11 694	11 169				
Households	2400	790	623	564	749	725	634	2 847	21 394	28 327	26 349				
Other	2500	-	-	-	-	-	-	-	-	-	-				
Total By Customer Group	2600	1 267	993	855	7 073	878	862	3 340	26 362	41 631	38 515	-	-		

The outstanding debtors of the Municipality as at 31 December 2013 were R 41,631,000 and R 26,362,000 relates to debtors that are over 90 days.

Households account for 68% of all outstanding debtors, and the total thereof is R 28,327,000 debtors over 365 days are currently R 26,362,000 and organs of state owed the Municipality R 997,000 as at 31 December 2013.

The above situation means that the credit control policy of the municipality is not implemented as it should be implemented, and this poses serious financial threat to the Municipality.

1.3. Supporting Table SC5 – Investment Portfolio analysis

FS183 Tswelopele - Supporting Table SC5 Monthly Budget Statement - investment portfolio - M06 December

Investments by maturity Name of institution & investment ID	Ref	Period of Investment	Type of Investment	Expiry date of investment	Accrued interest for the month	Yield for the month 1 (%)	Market value at beginning of the month	Change in market value	Market value at end of the month
		Yrs/Months							
R thousands									
Municipality									
FNB			Call Account	n/a	1		26 867	–	26 867
Senwes Shares			Listed Shares	n/a	–	0.0%	212	–	212
Municipality sub-total					1		27 080	–	27 080
Entities									
Entities sub-total					–		–	–	–
TOTAL INVESTMENTS AND INTEREST	2				1		27 080	–	27 080

Tswelopele Local Municipality had the above mentioned investment portfolios as at 31 December 2013.

1.4. Supporting Table SC6 – Grants Received (Operating)

FS183 Tswelopele - Supporting Table SC6 Monthly Budget Statement - transfers and grant receipts - M06 December										
Description	Ref	2012/13	Budget Year 2013/14							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
RECEIPTS:	1,2									
Operating Transfers and Grants										
National Government:		–	65 449	–	–	49 672	49 672	–		65 449
Local Government Equitable Share			61 909		–	46 432	46 432	–		61 909
EPWP Incentive			1 000		–	700	700			1 000
Finance Management			1 650		–	1 650	1 650			1 650
Municipal Systems Improvement			890		–	890	890			890
	3							–		
								–		
								–		
								–		
Other transfers and grants [insert description]								–		
Provincial Government:		–	–	–	–	–	–	–		–
								–		
								–		
								–		
Other transfers and grants [insert description]								–		
District Municipality:		–	–	–	–	–	–	–		–
[insert description]								–		
								–		
Other grant providers:		–	–	–	–	–	–	–		–
[insert description]								–		
								–		
Total Operating Transfers and Grants	5	–	65 449	–	–	49 672	49 672	–		65 449

1.5. Supporting Table SC6 – Grants Received (Capital)

FS183 Tswelopele - Supporting Table SC6 Monthly Budget Statement - transfers and grant receipts - M06 December										
Description	Ref	2012/13	Budget Year 2013/14							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
RECEIPTS:	1,2									
Capital Transfers and Grants										
National Government		–	28 809	–	–	22 409	22 409	–		28 809
Municipal Infrastructure Grant (MIG)			28 809		–	22 409	22 409	–		28 809
Other capital transfers <i>[insert description]</i>								–		
Provincial Government		–	–	–	–	–	–	–		–
<i>[insert description]</i>								–		
District Municipality		–	–	–	–	–	–	–		–
<i>[insert description]</i>								–		
Other Grant Providers		–	–	–	–	–	–	–		–
<i>[insert description]</i>								–		
Total Capital Transfers and Grants	5	–	28 809	–	–	22 409	22 409	–		28 809

- No operating or Capital Grants were received in December 2013.

1.6. Supporting Table SC7 – Grants Expenditure (Operating)

FS183 Tswelopele - Supporting Table SC7(1) Monthly Budget Statement - transfers and grant expenditure - M06 December

Description	Ref	2012/13	Budget Year 2013/14							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
EXPENDITURE										
Operating expenditure of Transfers and Grants										
National Government:		–	3 540	–	281	1 669	2 387	(718)	-30.1%	3 540
Local Government Equitable Share					–	–	–	–		–
EPWP Incentive			1 000		166	625	700	(75)	-10.7%	1 000
Finance Management			1 650		111	1 012	1 012	–		1 650
Municipal Systems Improvement			890		4	32	675	(643)	-95.2%	890
								–		
								–		
Other transfers and grants [insert description]								–		
Provincial Government:		–	–	–	–	–	–	–		–
								–		
								–		
								–		
Other transfers and grants [insert description]								–		
District Municipality:		–	–	–	–	–	–	–		–
								–		
[insert description]								–		
Other grant providers:		–	–	–	–	–	–	–		–
								–		
[insert description]								–		
Total operating expenditure of Transfers and Grants:		–	3 540	–	281	1 669	2 387	(718)	-30.1%	3 540

- All the grants expenditure are in line except for MSIG which has only 3.5% spending, should Municipality not spend on this grant, National treasury may ask Municipality to pay back the grant, and in future it may stop any grants due to the Municipality, an action plan need to be developed on how and when to spend this grant to ensure that at the end of the financial the total allocated amount is spent.

1.7. Supporting Table SC7 – Grants Expenditure (Capital)

National Government:		–	28 809	–	2 439	12 193	16 713	(4 520)	-27.0%	28 809
Municipal Infrastructure Grant (MIG)			28 809		2 439	12 193	16 713	(4 520)	-27.0%	28 809
								–		
								–		
Other capital transfers [insert description]								–		
Provincial Government:		–	–	–	–	–	–	–		–
								–		
								–		
District Municipality:		–	–	–	–	–	–	–		–
								–		
								–		
Other grant providers:		–	–	–	–	–	–	–		–
								–		
								–		
Total capital expenditure of Transfers and Grants		–	28 809	–	2 439	12 193	16 713	(4 520)	-27.0%	28 809
TOTAL EXPENDITURE OF TRANSFERS AND GRANTS		–	32 349	–	2 720	13 863	19 100	(5 237)	-27.4%	32 349

- MIG spent to date is 42.3% of the total grant; the remaining 57.7% must be fully spend within the next six (6) months starting from 1 January 2014.

1.8. Councilors and Staff benefits

FS183 Tswelopele - Supporting Table SC8 Monthly Budget Statement - councillor and staff benefits - M06 December										
Summary of Employee and Councillor remuneration	Ref	2012/13	Budget Year 2013/14							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands	1	A	B	C						D
<u>Councillors (Political Office Bearers plus Other)</u>										
Basic Salaries and Wages			3 414		263	1 581	1 707	(126)	-7%	3 414
Pension and UIF Contributions			512		40	237	256	(19)	-7%	512
Medical Aid Contributions			615		16	220	307	(87)	-28%	615
Motor Vehicle Allowance			—		—	—	—	—		—
Cellphone Allowance			217		17	100	109	(8)	-7%	217
Housing Allowances			—		—	—	—	—		—
Other benefits and allowances			100		—	66	50	16	32%	100
Sub Total - Councillors			4 859	—	336	2 204	2 429	(225)	-9%	4 859
% increase	4	—	#DIV/0!							#DIV/0!
<u>Senior Managers of the Municipality</u>										
Basic Salaries and Wages							—	—		—
Pension and UIF Contributions							—	—		—
Medical Aid Contributions							—	—		—
Overtime							—	—		—
Performance Bonus							—	—		—
Motor Vehicle Allowance							—	—		—
Cellphone Allowance							—	—		—
Housing Allowances							—	—		—
Other benefits and allowances							—	—		—
Payments in lieu of leave							—	—		—
Long service awards							—	—		—
Post-retirement benefit obligations							—	—		—
Sub Total - Senior Managers of Municipality			—	—	—	—	—	—		—
% increase	4	—	—	—	—	—	—	—		—
<u>Other Municipal Staff</u>										
Basic Salaries and Wages			30 491		2 562	13 711	15 246	(1 534)	-10%	30 491
Pension and UIF Contributions			6 410		448	2 590	3 205	(615)	-19%	6 410
Medical Aid Contributions			2 345		169	1 055	1 172	(118)	-10%	2 345
Overtime			435		166	1 023	218	806	370%	435
Performance Bonus			—		—	—	—	—		—
Motor Vehicle Allowance			2 599		154	857	1 299	(442)	-34%	2 599
Cellphone Allowance			91		—	—	46	(46)	-100%	91
Housing Allowances			77		1	5	39	(34)	-88%	77
Other benefits and allowances			1 067		185	826	534	292	55%	1 067
Payments in lieu of leave			—		—	—	—	—		—
Long service awards			—		—	—	—	—		—
Post-retirement benefit obligations			—		—	—	—	—		—
Sub Total - Other Municipal Staff			43 516	—	3 686	20 067	21 758	(1 691)	-8%	43 516

- The expenditure for Councilors and staff benefits is within the budget.

1.9. Monthly budget statements (Actuals receipts)

FS183 Tswelopele - Supporting Table SC9 Monthly Budget Statement - actuals and revised targets for cash receipts - M06 December

Description	Ref	Budget Year 2013/14												2013/14 Medium Term Revenue & Expenditure Framework		
		July	August	Sept	October	Nov	Dec	January	Feb	March	April	May	June	Budget Year	Budget Year	Budget Year
		Outcome	Outcome	Outcome	Outcome	Outcome	Outcome	Budget	Budget	Budget	Budget	Budget	Budget	2013/14	+1 2014/15	+2 2015/16
R thousands	1															
Cash Receipts By Source																
Property rates		215	187	1 303	316	—	381						1 083	3 485		
Property rates - penalties & collection charges		—	—	—	—	—	—						600	600		
Service charges - electricity revenue		1 767	1 903	1 869	1 614	1 720	1 352						11 478	21 703		
Service charges - water revenue		257	234	253	442	403	717						3 006	5 312		
Service charges - sanitation revenue		135	142	134	436	437	436						3 173	4 893		
Service charges - refuse		83	93	94	292	292	292						1 616	2 763		
Service charges - other		6	3	5	—	—	—						(14)	—		
Rental of facilities and equipment		288	27	15	88	13	12						183	625		
Interest earned - external investments		0	0	0	0	0	0						420	420		
Interest earned - outstanding debtors		—	—	—	—	—	—						—	—		
Dividends received		—	—	—	25	—	26						49	100		
Fines		23	34	11	5	14	—						108	195		
Licences and permits		0	1	0	—	—	—						(1)	—		
Agency services		8	15	8	—	—	—						(31)	—		
Transfer receipts - operating		27 445	1 290	—	—	20 937	—						15 777	65 449		
Other revenue		103	5 171	1 242	173	39	30						(5 213)	1 546		
Cash Receipts by Source		30 330	9 102	4 935	3 390	23 854	3 247	—	—	—	—	—	32 233	107 091	—	—
Other Cash Flows by Source																
Transfer receipts - capital		12 909	—	—	—	9 500	—						6 400	28 809		
Contributions & Contributed assets		—	—	—	—	—	—						—	—		
Proceeds on disposal of PPE		—	—	—	—	—	—						—	—		
Short term loans		—	—	—	—	—	—						—	—		
Borrowing long term/refinancing		—	—	—	—	—	—						—	—		
Increase in consumer deposits		—	—	—	—	—	—						—	—		
Receipt of non-current debtors		—	—	—	—	—	—						—	—		
Receipt of non-current receivables		—	—	—	—	—	—						—	—		
Change in non-current investments		—	—	—	—	—	—						—	—		
Total Cash Receipts by Source		43 239	9 102	4 935	3 390	33 354	3 247	—	—	—	—	—	38 633	135 900	—	—
Cash Payments by Type																
Employee related costs		3 217	6 526	3 286	3 218	3 300	3 645						20 325	43 516		
Remuneration of councillors		384	764	377	389	390	377						2 178	4 859		
Interest paid		—	—	—	—	—	—						2 501	2 501		
Bulk purchases - Electricity		—	—	—	—	—	—						—	—		
Bulk purchases - Water & Sewer		52	3 092	2 832	1 374	1 418	1 393						(8 054)	2 107		
Other materials		—	314	455	138	179	198						20 466	21 750		
Contracted services		—	—	—	—	—	—						5 782	5 782		
Grants and subsidies paid - other municipalities		70	70	—	—	—	—						(140)	—		
Grants and subsidies paid - other		—	—	—	—	—	—						4 600	4 600		
General expenses		282	351	100	530	1 171	679						18 894	22 007		
Cash Payments by Type		4 005	11 116	7 050	5 648	6 458	6 293	—	—	—	—	—	66 552	107 122	—	—
Other Cash Flows/Payments by Type																
Capital assets		—	111	2 167	5 755	1 795	2 439						19 042	31 309		
Repayment of borrowing		—	—	—	—	—	—						—	—		
Other Cash Flows/Payments		—	—	—	—	—	—						—	—		
Total Cash Payments by Type		4 005	11 227	9 217	11 403	8 253	8 732	—	—	—	—	—	85 594	138 431	—	—
NET INCREASE/(DECREASE) IN CASH HELD		39 234	(2 125)	(4 282)	(8 013)	25 101	(5 485)	—	—	—	—	—	(46 961)	(2 531)	—	—
Cash/cash equivalents at the month/year beginning:		14 015	53 249	51 124	46 842	38 828	63 930	58 445	58 445	58 445	58 445	58 445	58 445	14 015	11 484	11 484
Cash/cash equivalents at the month/year end:		53 249	51 124	46 842	38 828	63 930	58 445	58 445	58 445	58 445	58 445	58 445	11 484	11 484	11 484	11 484

1.10. Capital Expenditure Trends

FS183 Tswelopele - Supporting Table SC12 Monthly Budget Statement - capital expenditure trend - M06 December

Month	2012/13	Budget Year 2013/14							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	% spend of Original Budget
R thousands								%	
<u>Monthly expenditure performance trend</u>									
July		2 205		0	0	2 205	2 205	100.0%	0%
August		2 489		111	111	4 694	4 583	97.6%	0%
September		3 177		2 167	2 278	7 871	5 593	71.1%	7%
October		3 710		5 700	7 977	11 581	3 603	31.1%	25%
November		2 896		1 777	9 754	14 476	4 722	32.6%	31%
December		2 236		2 439	12 193	16 712	4 519	27.0%	39%
January		2 415		–		19 127	–		
February		1 813		–		20 940	–		
March		3 887		–		24 827	–		
April		2 446		–		27 272	–		
May		2 281		–		29 553	–		
June		1 756		–		31 309	–		
Total Capital expenditure	–	31 309	–	12 193					

- There were delays in appointing contractors for all the projects of the Municipality, and this impacted on the expenditure on Capital for both July and August 2013.

1.11. Expenditure on repairs and maintenance

FS183 Tswelopele - Supporting Table SC13c Monthly Budget Statement - expenditure on repairs and maintenance by asset class - M06 December

Description	Ref	2012/13	Budget Year 2013/14							Full Year Forecast
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	
R thousands	1								%	
Repairs and maintenance expenditure by Asset Class/Sub-class										
Infrastructure		–	4 765	–	90	954	2 383	1 429	60.0%	4 765
Infrastructure - Road transport		–	1 550	–	64	372	775	403	52.0%	1 550
Roads, Pavements & Bridges			1 550		64	372	775	403	52.0%	1 550
Infrastructure - Electricity		–	1 085	–	3	107	543	436	80.3%	1 085
Transmission & Reticulation			1 085		3	107	543	436	80.3%	1 085
Infrastructure - Water		–	280	–	6	83	140	57	40.7%	280
Reticulation			280		6	83	140	57	40.7%	280
Infrastructure - Sanitation		–	1 600	–	8	301	800	499	62.4%	1 600
Reticulation								–		
Sewerage purification			1 600		8	301	800	499	62.4%	1 600
Infrastructure - Other		–	250	–	9	91	125	34	27.3%	250
Waste Management			250		9	91	125	34	27.3%	250
Community		–	1 017	–	21	276	469	193	41.2%	1 017
Parks & gardens			80		7	38	20	(18)	-88.4%	80
Sportsfields & stadia			109		2	4	55	50	92.0%	109
Community halls			180		–	–	90	90	100.0%	180
Fire, safety & emergency			12		0	4	6	2	28.5%	12
Security and policing					–	–		–		–
Cemeteries			80		7	38	20	(18)	-90.0%	80
Social rental housing					–	–		–		–
Other			556		5	191	278	87	31.2%	556
Total Repairs and Maintenance Expenditure		–	5 782	–	112	1 229	2 851	1 622	0	5 782

- Municipality is not spending as it should be on repairs and maintenance, and this is a concern, because, infrastructure that is not well maintained will cause serious service delivery problems, and may create unnecessary community uproars, technical department should put in place an action plan on how it is going to spend on its maintenance budget. The budget for maintenance for the period starting from July 2013 – December 2013 is R 2,851,000 and to date, the expenditure is only R 1,229,000 which translates to only 43% of the period budget.

1.12 MID-YEAR BUDGET AND PERFORMANCE ASSESSMENT REPORT FROM 01 JULY TO 31 DECEMBER 2013

1. INTRODUCTION

Municipal Financial Management Act 56 of 2003 section 72 prescribes that

(1) 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; and
- (iv) the performance of every municipal entity under the sole or shared control of the municipality, taking into account reports in terms of section 88 from any such entities; and

(b) Submit a report on such assessment to –

- (i) The mayor of the municipality;
- (ii) The National Treasury and
- (iii) The relevant provincial treasury

(2) The statement referred to in section 71 (1) for the sixth month of a financial year may be incorporated into the report referred to in subsection (1) (b) of this section.

(3) The accounting officer must as part of the review-

- (a) Make recommendations as to whether an adjustments budget is necessary; and
- (b) Recommend revised projections for revenue and expenditure to the extent that this may be necessary.

SDBIP PERFORMANCE ASSESSMENT

Executive summary

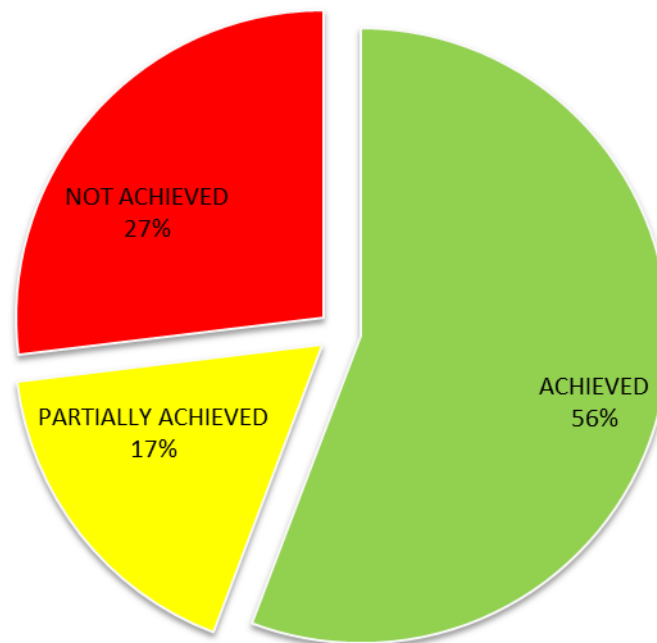
Performance management is prescribed by chapter 6 of the Municipal Systems Act of 2000 and the Municipal Planning and Performance Regulation of August 2001. Section 7 of the aforementioned regulation states that "A municipality's performance management systems entails a framework that describes and represents how the municipality's cycle and processes of performance planning, monitoring, measurement, review, reporting and improvement will be conducted, organized and managed, including determining the responsibilities of the different role players" This framework should reflect the linkage between the IDP, Budget and SDBIP.

This report serves to provide feedback regarding the half-yearly departmental performance of Tswelopele Local Municipality as required through the Municipal Systems Act No 32 of 2000. The information included in this report is based on the IDP and SDBIP as developed for the financial year 2013/14. The performance plans/agreements were aligned to the IDP and SDBIP, thus this report reflect the performance progress as at end 31 December 2013. This report is based on the assessment of key service delivery quarterly targets. Actual quarterly performance obtained through a process whereby Key Performance Indicators and targets are compared to the initial planned as contained in the 2013/14 SDBIP.

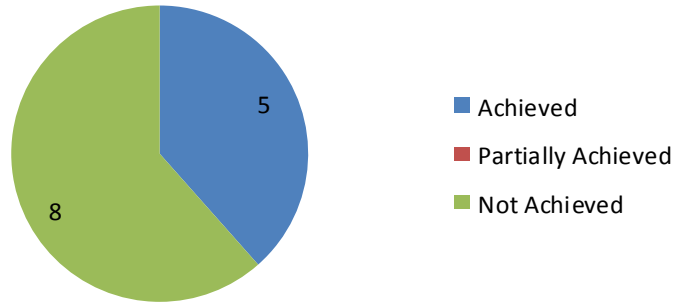
This report serves as a summary of performance results. The detailed performance information with KPI's and targets is contained in a separate addendum document. This report seeks to provide feedback on the performance level achieved to date against the targets as laid out in the IDP and SDBIP. Where underperformance or zero achievement of indicators have been experienced the respective concerns or mitigating reasons are highlighted and detailed pertaining to the relevant measures being implemented or those that need to be implemented and are included thereto.

The overall half year performance of the municipality is based on the departmental performance scorecard as this contains indicators as included in the IDP and SDBIP in alignment with the National Key Performance Areas. As at 31 December 2013 the overall performance level achieved is 56%, a total of 27% was not achieved and 18% was partly achieved out of 104 total applicable KPI's.

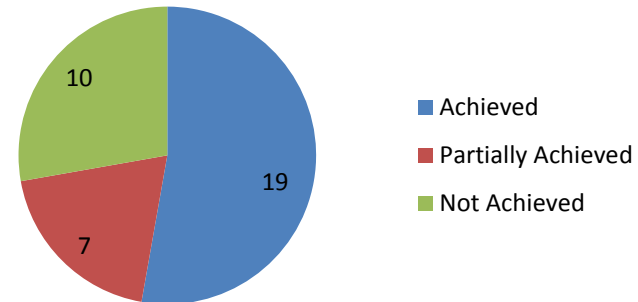
OVERALL MUNICIPAL MID-YEAR PERFORMANCE RESULTS 01 JULY - 31 DECEMBER 2013



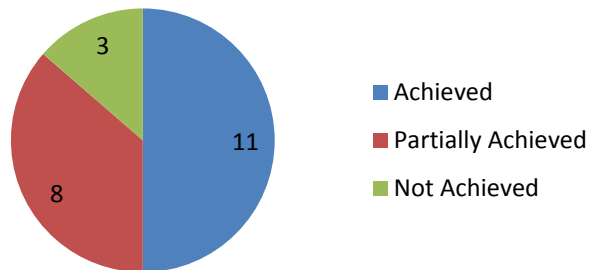
MUNICIPAL MANAGER'S OFFICE



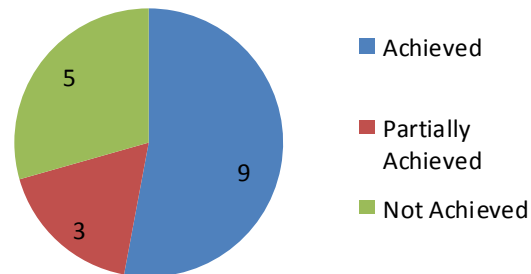
BUDGET & TREASURY OFFICE



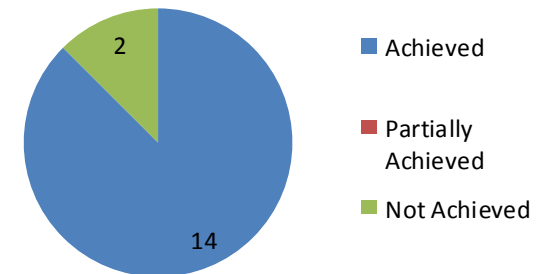
COMMUNITY SERVICES



TECHNICAL SERVICES



CORPORATE SERVICES



MUNICIPAL MANAGER'S OFFICE

DEPARTMENT: AUDIT & RISK MANAGEMENT STRATEGIC MANAGER: MUNICIPAL MANAGER								
OBJECTIVE	KEY PERFORMANCE INDICATOR (KPI)	ANNUAL TARGET	QUARTERLY TARGETS		PERFORMANCE OUTCOMES			
			Q1	Q2	Q 1 ACTUAL PERFORMANCE	Q 2 ACTUAL PERFORMANCE	REASONS FOR VARIANCE	ACHIEVEMENT STATUS
Review of the municipality's Risk Assessment profile	Review and approval of the audit committee charter and risk profile document on an annual basis	Reviewed and approved risk management policy ,strategy & charter by 30 July 2013	1 Approved policy, charter, strategy by 30 July 2013	N/A	Not yet approved	N/A	The position was vacant, however the appointment has been confirmed and will resume duty by 03 February 2015	Not achieved
Compilation of a risk register for the municipality	Review and approval of risk register	Approved risk Register by 30 July 2013	1 approved risk register by 30 July 2013	N/A	Not yet approved	N/A	The position was vacant, however the appointment has been confirmed and will resume duty by 03 February 2016	Not achieved
Establishment of a risk management committee	Number of members appointed	5 members appointed by 30 September 2013	5 members appointed by 30 September 2013	N/A	Not yet approved	N/A	The position was vacant, however the appointment has been confirmed and will resume duty by 03 February 2017	Not achieved
Monitoring of risk management implementation	Number of risk management reports	4 Quarterly Risk Management Reports by 30 June 2014	1 risk management report indicating risk identified and resolved by management and emerging risks	1 risk management report indicating risk identified and resolved by management and emerging risks	No risk report	No risk report	The position was vacant, however the appointment has been confirmed and will resume duty by 03 February 2018	Not achieved
Functionality of the audit committee	Number of meetings held by the audit committee	4 quarterly audit committee meetings held by 30 June 2014	1 meeting	1 meeting	2 meetings conducted	No meeting has been held	the meeting for the Q2 will be conducted in the month February	Achieved
To have a functional internal audit unit	Review and approve and approval of policy, charter and risk based plan	Reviewed and approved charter, policy and risk based plan by 30 July 2013	1 reviewed and approved policy, charter and risk based plan	N/A	The charter, policy and risk based plan has been reviewed and approved	N/A	None	Achieved
To have a functional internal audit unit	Number of reports submitted	4 quarterly internal audit report by 30 June 2014	1 internal audit report	1 internal audit report	No internal audit report	No internal audit report	Report for 2 quarters will be submitted during the month February	Not achieved

DEPARTMENT: AUDIT & RISK MANAGEMENT STRATEGIC MANAGER: MUNICIPAL MANAGER								
OBJECTIVE	KEY PERFORMANCE INDICATOR (KPI)	ANNUAL TARGET	QUARTERLY TARGETS		PERFORMANCE OUTCOMES			
			Q1	Q2	Q 1 ACTUAL PERFORMANCE	Q 2 ACTUAL PERFORMANCE	REASONS FOR VARIANCE	ACHIEVEMENT STATUS
Roll-out of the Performance Management System	Signed Performance Agreements of s56/57 Managers	5 signed performance agreement by 30 July 2013	5 signed agreement by 31 July 2013	-	Performance agreements have been signed	N/A	None	Achieved
	Finalized and Council approved Employee Appraisal System and Performance Framework	1 performance management system by 31 December 2013	5 signed agreement by 31 July 2013	1 performance management system implemented by 31 December 2013	N/A	No performance management system in place	Due to the vacancy within the Strategic Services	Not achieved
Formalize participation structure of the different stakeholders in terms of the IDP	Council approved schedule of budget timelines and IDP review process plan	1 schedule of budget timelines and IDP review process plan by 30 August 2013	1	-	The schedule has been approved by Council	N/A	None	Achieved
To perform Oversight role and advise Council on governance processes and performance management	Number of reports to Council	4 quarterly performance reports to council by 30 June 2014	1	1	No quarterly performance reports	No quarterly performance reports	Due to the vacancy within the Strategic Services	Not achieved
Roll out of institutional performance management	Council approved and credible SDBIP that complies with National Treasury regulations	1 approved SDBIP by 31 July 2013	1 approved SDBIP by 31 July 2013		The SDBIP was approved	N/A	None	Achieved
Development of Integrated Human Resource Management Strategy	Integrated Human Resource Management Strategy developed by 31 September 2013	1 integrated Human resource strategy by 31 September 2013	-	1	N/A	No integrated Human resource strategy	The organogram was only approved in September 2013	Not achieved

BUDGET & TREASURY OFFICE

DEPARTMENT: BUDGET & TREASURY OFFICE STRATEGIC MANAGER: CHIEF FINANCIAL OFFICER								
OBJECTIVE	KEY PERFORMANCE INDICATOR (KPI)	ANNUAL TARGET	QUARTERLY TARGETS		PERFORMANCE OUTCOMES			
			Q1	Q2	Q 1 ACTUAL PERFORMANCE	Q 2 ACTUAL PERFORMANCE	REASONS FOR VARIANCE	ACHIEVEMENT STATUS
To archive an unqualified Audit Opinion for the 2012/13 financial year	Management responses to AG queries relating to Budget and Financial Reporting	100% queries as raised by AG by 30 June 2014	100% exceptions responded to	100% exceptions Responded to	All Queries and exceptions raised by the AG for the BTO have been responded to.	All Queries and exceptions raised by the AG for the BTO have been responded to.	None	Achieved
Ensure that the tariffs of the Municipality are cost reflective	Submit Nersa D-Forms and Application for Tariff increases (D7) at the end of 31 January 2014	Submit Nersa D-Forms by 31 October 2013 and Application for Tariff increases (D7) by 31 January 2014	-	Submit D 1 – D 6 by the end of October 2013	N/A	D-Forms were submitted to NERSA in October 2013	None	Achieved
No over-expenditure on approved budget	Year to date spending amount as at 30 June 2013 (excl. non-cash items)	100% spent on the 2013/14 budget (no over spending on votes: cash items)	25% Expenditure on Budget (Unless something catastrophic happens	50% Expenditure on Budget (Unless something catastrophic happens	No over-expenditure reported on vote level for the quarter.	No over-expenditure reported on vote level for the quarter.	Any over spending on the line-items will be adjusted during the 2013/14 Adjustment Budget process.	Achieved
100% Expenditure on Grants as per the Conditions Set out in DoRA (No under-expenditure on Grants)	Updated Conditional grant register	100% Expenditure on Grants as per DoRA conditions	25%	50%	25% not achieved on grant expenditure, the matter will be discussed with relevant HOD's and sectional heads, on FMG 22.65% on expenditure was reported, MSIG only 3.16% was spent at the end of Sep, EPWP expenditure was 5.6% and MIG expenditure was 17.64%.	25% not achieved on Grants	MSIG expenditure is less than 10% due to none spending on funds allocated to various departments. FMG spending less than anticipated due to late appointment of FMG Interns subsequent to absorption of the previous Interns into the permanent staff establishment of the municipality. MIG spending was low due to late appointment of contractor (budget maintenance application not approved on time).	Not Achieved

DEPARTMENT: BUDGET & TREASURY OFFICE STRATEGIC MANAGER: CHIEF FINANCIAL OFFICER								
OBJECTIVE	KEY PERFORMANCE INDICATOR (KPI)	ANNUAL TARGET	QUARTERLY TARGETS		PERFORMANCE OUTCOMES			
			Q1	Q2	Q 1 ACTUAL PERFORMANCE	Q 2 ACTUAL PERFORMANCE	REASONS FOR VARIANCE	ACHIEVEMENT STATUS
Update the Conditional Grant Register on a Monthly Basis	Updated Conditional grant register and a reconciliation performed	12 times : Grants Register updated on a monthly basis	3: MSIG, FMG, EPWP and MIG register updated on a monthly basis	3: MSIG, FMG, EPWP and MIG register updated on a monthly basis	No register was kept for the 1st quarter; the matter will be rectified in the second quarter.	Provincial Treasury issued guidelines on how to prepare grant register, Grant Register have been prepared for August.	Due to the regulatory audit of the Municipality, this matter was not fully corrected and the matter will be rectified from January 2014.	Not achieved
Submit AFS timeously (i.e. Before 31 st August 2013)	Signed AFS and acknowledgement from AG	AFS Submitted on the 31 st August 2013	AFS Submitted to AG on the 30 th August 2013	-	AFS were submitted on time (30 August 2013)	N/A	None	Achieved
Maintain and Update FAR on an asset management module	Fixed Asset Register updated on an on-going basis in line with GRAP 17	4 Updates of the FAR on a quarterly basis	1 FAR Updated	1 FAR Updated	Asset Register was not updated	Asset Practitioner has been appointed, he is currently developing systems and procedures to fully update the FAR.	The post of the Asset register was vacant; the position was only filled on the 1st November 2013. Effective January 2014, the register will be updated on a monthly basis.	Not achieved
Pay all the creditors on or before due date	Payment of creditors within 30 days	100% of the creditors paid within 30 days after receiving the relevant /correct statement or invoice	100% of the creditors pay within 30 days after receiving the relevant / correct statement or invoice	100% of the creditors pay within 30 days after receiving the relevant / correct statement or invoice	All creditors were paid were on time except cases were invoices/statements were either incorrect or received late.	All creditors were paid on time except cases were invoices/statements were either incorrect or received late.	Late submission of invoices / statements leads to late payment of suppliers (as payment cannot be effected without the necessary supporting documentation).	Achieved
Timeously pay all salaries and third parties payment relating to salaries as per the council resolution of the Municipality	Salaries and wages paid by the latest 25 th of each month	Timeous payment of salaries and salary related deductions paid to the relevant authorities	Salaries paid by 25 th of each month or the last working day before the 25 th and deductions paid by the 7 th of each month	Salaries paid by 25 th of each month or the last working day before the 25 th and deductions paid by the 7 th of each month	Salaries were paid on or before 25 th of every Month	Salaries were paid on or before 25 th of every Month	None	Achieved

DEPARTMENT: BUDGET & TREASURY OFFICE STRATEGIC MANAGER: CHIEF FINANCIAL OFFICER								
OBJECTIVE	KEY PERFORMANCE INDICATOR (KPI)	ANNUAL TARGET	QUARTERLY TARGETS		PERFORMANCE OUTCOMES			
			Q1	Q2	Q 1 ACTUAL PERFORMANCE	Q 2 ACTUAL PERFORMANCE	REASONS FOR VARIANCE	ACHIEVEMENT STATUS
Implement a fully functional electronic creditors module	Fully implementation of the electronic creditors module	100% creditors paid electronically (EFT) by 30 June 2014	70%	80%	Creditors module was implemented but it is not fully utilized	Creditor's module was implemented but it is not fully utilized.	Employees still need to attend training on Sebata Creditors Module, anticipated date for training is February 2014.	Not achieved
Procure asset management software as per the regulations of Supply Chain Management	Asset management software procured and installed	Asset management software procured by 30 December 2013	-	Asset management software procured and installed by 30 December 2013	N/A	Not yet Achieved	Advert will be placed for procurement of asset management software, the anticipated date is February 2014 and implementation by March 2014.	Not achieved
Issue service account on a monthly basis	Monthly accounts to the consumers / account holders	12 monthly service accounts issued to consumers	3 monthly service accounts issued to consumers	3 monthly service accounts issued to consumers	Accounts for July 2013 were delivered late after waiting for Sebata FMS to levy Rates, August and September were submitted on time.	Account for October and November were submitted on time, we anticipating that the accounts for December will be delivered on the latest 19th December 2013.	No material deviations from the planned target.	Partially achieved
Write of bad and irrecoverable debts	Submission list of bad debts to council and council resolution on the write-off	List of bad debts submitted to Council by 31 August 2012	List of bad debt submitted to council by 31 August 2013	-	Not yet achieved	N/A	Due to staff shortage the registration has been delayed. List will be prepared before the end of March 2014. There is also a need for the revision of the policy.	Not achieved
Continuously update the indigent register	credible indigent register updated on a monthly basis	12 updates done on the indigent register	3 updates done on the indigent register	3 updates done on the indigent register	According to the current Policy registration is done once per annum and not monthly and it ended in June 2013 for the 2013/14 financial year.	According to the current Policy registration is done once per annum and not monthly and it ended in June 2013 for the 2013/14 financial year.	According to the current Policy registration is done once per annum and not monthly	Not achieved

DEPARTMENT: BUDGET & TREASURY OFFICE STRATEGIC MANAGER: CHIEF FINANCIAL OFFICER								
OBJECTIVE	KEY PERFORMANCE INDICATOR (KPI)	ANNUAL TARGET	QUARTERLY TARGETS		PERFORMANCE OUTCOMES			
			Q1	Q2	Q 1 ACTUAL PERFORMANCE	Q 2 ACTUAL PERFORMANCE	REASONS FOR VARIANCE	ACHIEVEMENT STATUS
Prepare and put the new valuation roll into the financial system	Billing on property rates done based on the new valuation	New valuation roll to be in the system by 25 July 2013	Use of the new valuation roll when July 2013 accounts are issued	-	Target not achieved. Sebata FMS was contracted to do the job and they completed it in August 2013. The property rates were levied at the end of August 2013.	The levy run in August for Property rates was incorrect, Farmers union complained, all the levies were reversed and the new run was completed in November 2013	Farmers Association lodged an objection with the municipality and they had to be given rebates and the tariff be revised.	Not achieved
Submit on a monthly basis VAT 201 forms to SARS	Monthly submission of VAT returns to SARS	12 returns by the 30 th of every month	3 returns: Jul.; Aug. and Sep.	3 returns: Oct.; Nov. and Dec.	2 submitted on time & 1 late (late submission was due to yearend process).		Official entrusted with submission of VAT Forms was busy assisting with the misallocations on the ledger for the preparation of AFS.	Partially achieved
Submit on a monthly basis EMP 201 forms to SARS	Monthly submission of PAYE / UIF / SDL returns(EMP201)	12 returns submitted by the 7 th of every month	3 returns: Jul.; Aug. and Sep.	3 returns: Oct.; Nov. and Dec.	All returns were submitted on time		None	Achieved
Financial and performance reporting done in accordance with the applicable legislation	Submission of Quarterly reports and acknowledgement by office of the Municipal Manager	3 quarterly reports submitted to the Municipal Manager; Mayor and Council on the implementation of the annual budget and performance assessment	First quarter report performed on the implementation of the annual budget by 18 October 2013	Second quarter report performed on the implementation of the annual budget by 17 January 2014	None	None	None	Not achieved
Financial reporting done in accordance with the applicable legislation (i.e. MFMA section 71)	MFMA section 71 submitted to National and Provincial Treasury and Acknowledgement report from the LG database	12 Section 71 reports submitted by 30 June 2013	3 Monthly Reports Submitted	3 Monthly reports Submitted	2 out of 3 section 71 reports were submitted on time	October and November returns were submitted on Time, December Return will be submitted in January	July 2013 Section 71 report was submitted late due to financial year end (i.e. 2013 ledger was closed after year end which affected 2014 balances)	Partially achieved
Submit Budget time-lines council for Approval on the latest 31 st August 2013	Time table Submitted to council and acknowledgement of the budget timelines by the office of the MM / Council minutes	Submit Budget timelines for approval to council by 31 August 2013	Budget time-lines approved by council	-	Budget timelines were approved during council meeting in August 2013	N/A	None	Achieved

DEPARTMENT: BUDGET & TREASURY OFFICE STRATEGIC MANAGER: CHIEF FINANCIAL OFFICER								
OBJECTIVE	KEY PERFORMANCE INDICATOR (KPI)	ANNUAL TARGET	QUARTERLY TARGETS		PERFORMANCE OUTCOMES			
			Q1	Q2	Q 1 ACTUAL PERFORMANCE	Q 2 ACTUAL PERFORMANCE	REASONS FOR VARIANCE	ACHIEVEMENT STATUS
Develop a policy to identify fruitless, wasteful and irregular expenditure	Submission of the policy and acknowledgement by office of the Municipal Manager	1 Fruitless, wasteful and irregular expenditure policy developed by 30 August 2013	Policy developed by 30 August 2013	-	Draft policy developed although it still needs to be submitted to other officials for inputs and training will be conducted thereafter.	N/A	The draft policy will be finalized during Jan/Feb 2014 for possible submission to Council during March 2014.	Partially achieved
Develop a policy to identify Commitments	Submission of the policy and acknowledgement by office of the Municipal Manager	1 Commitments policy developed by 30 August 2013	Policy developed by 30 August 2013	-	Draft policy developed although it still needs to be submitted to other officials for inputs and training will be conducted thereafter.	N/A	The draft policy will be finalized during Jan/Feb 2014 for possible submission to Council during March 2014.	Partially achieved
Compile the register to identify related party transaction	Submission of the policy and acknowledgement by office of the Municipal Manager	A policy on Related Parties and by 30 August 2013	Development of Related to parties by 30 August 2013	-	Draft policy developed although it still needs to be submitted to other officials for inputs and training will be conducted thereafter.	N/A	The draft policy will be finalized during Jan/Feb 2014 for possible submission to Council during March 2014.	Partially achieved
Update the website of Municipality with financial information in line with MFMA section 75	Budget, SDBIP, IDP and any other report as per the legislation uploaded on a municipal website	Update the Municipal website with the information as outlined in section MFMA section 75	On-going	On-going	As and when there are documents that needs to be uploaded onto the website, such documents are uploaded	As and when there are documents that needs to be uploaded onto the website, such documents are uploaded	None	Achieved
Submit Municipal Budget Reporting Regulations schedule C to Management and Exco for Cognizance	Number of Schedule C reports Submitted to Management and Exco	12 Schedule C reports submitted to council	3 reports submitted	3 reports submitted	All reports have been prepared and submitted to committees, the reports will be tabled to the next council meeting	October report has been prepared, November report will be prepared and tabled to the next Committee meeting	None	Achieved
Implement electronic funds transfer payment method	Implementation of EFT payment method to reduce number of cheques	80% implementation	50% implementation	60% implementation	95% of payments are made using EFT payment method	95% of payments are made using EFT payment method	None	Achieved

DEPARTMENT: BUDGET & TREASURY OFFICE STRATEGIC MANAGER: CHIEF FINANCIAL OFFICER								
OBJECTIVE	KEY PERFORMANCE INDICATOR (KPI)	ANNUAL TARGET	QUARTERLY TARGETS		PERFORMANCE OUTCOMES			
			Q1	Q2	Q 1 ACTUAL PERFORMANCE	Q 2 ACTUAL PERFORMANCE	REASONS FOR VARIANCE	ACHIEVEMENT STATUS
Report on implementation of SCM.	Quarterly report on the implementation of the SCM policy	3 quarterly reports on the implementation of the SCM policy	-	Report for the first quarter submitted to MM / Mayor by 18 October 2013	Report for the first quarter has been submitted and it will be submitted to Municipal Manager during January 2014.	The report will be prepared and form part of the quarterly report for December 2013	The reports will be incorporated in to Mid-year assessment	Achieved
Promote transparency on SCM processes	Publication of contracts awarded with a value above R100 000	11 reports on contracts above R100 000 made public on municipal website	Report (Jul and Aug) on contracts above R100 000 publicized within 10 working days after the end of the month	Report (Sep, Oct & Nov) on contracts above R100 000 publicized within 10 working days after the end of the month	Report is submitted on monthly basis	Report is submitted on monthly basis	None	Achieved
Update the SCM Suppliers database on a quarterly basis	Quarterly updates of supplier database on quarterly basis	3 quarterly updates		Update done based on applications received from 01 July – 30 Sep.	Suppliers database are updated on a continuous basis (that is when applications are received).	The database was updated as when applications were received.	None	Achieved
Hold Departmental meetings on a monthly basis	Number of the BTO departmental meetings	12 BTO departmental meetings held	3 departmental meetings held	3 departmental meetings held	3 meetings were held	October, November and December 2013 meeting took place.	None	Achieved
Design and update Municipal Website with relevant information as per section 75 of MFMA	New / updated / re-designed municipal website	To have a new website live by August 2013	Municipal website live by 30 August 2013	-	The website went live in July 2013: www.tswelopele.gov.za	Municipal website is still active	None	Achieved
Report to Mayor/Exco on a quarterly basis on the implementation of credit control and debt management policy	Number of quarterly reports to Mayor/Exco on implementation of credit control and debt management policy	4 reports on connections; disconnections and re-connection of services	1 reports on connections; disconnections and re-connection of services	1 reports on connections; disconnections and re-connection of services	Partially Achieved - Credit Control staff was assisting the cashiers and attending classes. The cut off list was only done in October 2013.	Cut-off list was prepared for October and November, the cut-off list for December 2013 will be prepared in January 2013	No material deviations from the planned target.	Partially achieved

DEPARTMENT: BUDGET & TREASURY OFFICE STRATEGIC MANAGER: CHIEF FINANCIAL OFFICER								
OBJECTIVE	KEY PERFORMANCE INDICATOR (KPI)	ANNUAL TARGET	QUARTERLY TARGETS		PERFORMANCE OUTCOMES			
			Q1	Q2	Q 1 ACTUAL PERFORMANCE	Q 2 ACTUAL PERFORMANCE	REASONS FOR VARIANCE	ACHIEVEMENT STATUS
Prepare fruitless and wasteful expenditure register	Ensure that there is expenditure classification for all expenditure incurred by the municipality per month	Fruitless & wasteful register developed per month	Register for all expenditure type till September 2013	Register for all expenditure type till December 2013	A register is updated on a monthly basis for all fruitless and wasteful expenditure incurred	A register is updated on a monthly basis for all fruitless and wasteful expenditure incurred	None	Achieved
Training and development of officials on SCM policy and procurement procedures	Number of staff trained on SCM policy and procurement procedures	3 officials trained on SCM policy and procurement procedure	3 officials trained on SCM policy and procurement procedure by 31 August 2013	-	SCM Practitioner attended Contract Management Training from 25th to 27th September 2013.		The other officials in the SCM unit will be given an opportunity to attend training / workshop until December 2013.	Achieved
Filling of vacancies with skilled and competent people	Number of critical positions filled within the BTO	Appointment of staff with relevant skills and competencies	Filling of 1 cashier position by 30 July 2013; filling of the Manager: SCM & Expenditure by 30 Aug. 2013	Asset Management practitioner by 30 November 2013; filling of the Manager: Budget & Revenue by 30 Nov. 2013	Cashier was appointed: SCM & Expenditure was appointed as planned.		Manager: SCM & Expenditure was issued with an appointment letter by August 2013 but only resumed duties in November 2013 due to the notice period she had to serve with her current employer	Achieved
Train all officials who work with VAT related issues on legislation applicable to VAT	Training of officials on VAT returns and reconciliation	One workshop by at least 2 officials by the 30 December 2013		30-Dec-13	N/A	No workshop conducted	None	Not achieved

COMMUNITY SERVICES

DEPARTMENT: COMMUNITY SERVICES STRATEGIC MANAGER: COMMUNITY AND SOCIAL SERVICES								
OBJECTIVE	KEY PERFORMANCE INDICATOR (KPI)	ANNUAL TARGET	QUARTERLY TARGETS		PERFORMANCE OUTCOMES			
			Q1	Q2	Q 1 ACTUAL PERFORMANCE	Q 2 ACTUAL PERFORMANCE	REASONS FOR VARIANCE	ACHIEVEMENT STATUS
Establishment of LED Forum	Functional LED Forum and Minutes and Attendance register	LED Forum established 31 December 2013	0	LED Forum Established by 31 December 2013	N/A	LED Forum not established	Targeted stakeholders were not available during that period of time	Not achieved
Formalize the Tikwana / Hoopstad commonage committee and functionality of such committee	Minutes and Attendance register	4 Quarterly meeting held by 30 June 2014	1	1	No meeting held	Meeting conducted	None	Partially achieved
To reduce unemployment rate within the Municipal Area	Creation of employment within the municipality	400 jobs created by 30 June 2014	50	150	217 Jobs created	274 Jobs created	None	Achieved
Promote SMME development	Assist with provision of information for the purpose of registering with CIDB for emerging contractors	1 Workshop on CIDB by 31 September 2013	0	1	Workshop on CIDB conducted	N/A	None	Achieved
Complete the rehabilitation and licensing of waste disposable sites in Bultfontein by 2017	Status report on waste disposal sites by 30 June 2014	2 Reports submitted to council by 30 June 2014	0	1	N/A	A report has been submitted to Council	None	Achieved
Conduct community awareness about waste management	Clear programme outlining dates(Calendar Months/year	8 campaigns held by 30 June 2014	2 schools	2 Community Bultfontein & Hoopstad	No campaign held at schools	Campaigns held at 2 schools	None	Partially achieved
Conduct community awareness about environmental issues, including celebrating related days	Clear programme outlining dates and identified issues for awareness campaigns	4 awareness campaigns conducted by 30 June 2014	1 Arbour Week	1	No campaign on arbour week conducted	Campaign conducted	None	Partially achieved

DEPARTMENT: COMMUNITY SERVICES								
STRATEGIC MANAGER: COMMUNITY AND SOCIAL SERVICES								
OBJECTIVE	KEY PERFORMANCE INDICATOR (KPI)	ANNUAL TARGET	QUARTERLY TARGETS		PERFORMANCE OUTCOMES			
			Q1	Q2	Q 1 ACTUAL PERFORMANCE	Q 2 ACTUAL PERFORMANCE	REASONS FOR VARIANCE	ACHIEVEMENT STATUS
Cleaning Greening and beautification of open spaces.	Clean environment	4 open spaces cleaned and maintained By 30 June 2014	1	1	No open spaces cleaned and maintained	Open space cleaned and maintained	None	Partially achieved
Consumer education	Educate beneficiaries about healthy living, security of tenure and environment and right of ownership	2 Workshops to be held by 2014-06-01	0	1	N/A	Workshop to provide adequate information was conducted	None	Achieved
Promote Road Safety	Crime Prevention Awareness. Joint operation project with SAPS reduction of crime	4 awareness campaigns held by 30 June 2013	1	1	Awareness campaign conducted	Awareness campaign conducted	None	Achieved
Promote Road Safety	Report on Crime Prevention Awareness to council	4 reports on crime prevention by 30 June 2014	1	1	Report on crime prevention prepared	Report on crime prevention prepared	None	Achieved
Promote Road Safety	Road Safety Education	8 Road safety awareness campaign held by 30 June 2014	2	2	Road safety awareness campaign held	Road safety awareness campaign held	None	Achieved
Promote Road Safety	Structural Fire Awareness(Road Accident)	2 fire awareness held by 30 June 2014	1	0	N/A	Fire awareness held	None	Achieved
Promote Road Safety	Serving of Summons/notices	600 summons/notices served by 30 June 2014	150	150	150 Summons / Notices served	234 Summons / Notices served	Since there was a high volume of traffic due to the fact that it was festive season.Tswelopele Traffic Officers conducted a joint operations with Nala Traffic Officers as well as Tokologo Traffic Officers on the 7th of December 2013 in Hoopstad and on the 20th of December 2013 in Bultfontein -Tswelopele Traffic Officers conducted a roadblock with South African Police Services and Provincial Traffic Officers on the 30th of December 2013.	Achieved
Improvement of sports facilities management	Quarterly maintenance report to Management	4 Quarterly maintenance report to Management by June 2014	1	1	No quarterly maintenance report to Management	No quarterly maintenance report to Management	None	Not achieved

DEPARTMENT: COMMUNITY SERVICES								
STRATEGIC MANAGER: COMMUNITY AND SOCIAL SERVICES								
OBJECTIVE	KEY PERFORMANCE INDICATOR (KPI)	ANNUAL TARGET	QUARTERLY TARGETS		PERFORMANCE OUTCOMES			
			Q1	Q2	Q 1 ACTUAL PERFORMANCE	Q 2 ACTUAL PERFORMANCE	REASONS FOR VARIANCE	ACHIEVEMENT STATUS
Conduct Fire Awareness campaigns	Number of Fire Awareness campaigns conducted at schools and to the community of Tswelopele	2 fire awareness campaigns by 30 June 2014 (8 at Schools and 4 to the Community)	-	12	6 Awareness conducted	2 Awareness conducted	Examination period in local schools (November-December)	Partially achieved
Inspection and approval of building plans	Compilation of building inspection log-book	160 building plans submitted and inspected by 30 June 2014	40	40	40 Building plans were submitted and inspected	35 Building plans were submitted and inspected	Scarce building activities for the second quarter	Partially achieved
Conduct Awareness on National Building Regulation	Attendance register	8 awareness conducted by 30 June 2014	2	2	2 Awareness were conducted	1 Awareness was conducted	Cllr responsible for Ward 1 did not arrange a loud hailer vehicle on time.	Partially achieved
Development of LED Strategy	LED Strategy approved by Council	1 LED Strategy developed and approved by Council by 31 December 2013	0	31-Dec-13	N/A	LED Strategy developed and not yet approved by Council	The process of developing the LED Strategy commenced in June 2013 and the municipality is in the position of the draft LED Strategy document	Not Achieved
Promote Road Safety	Report on Road Safety Education. Provide portfolio of evidence. Attendance register and report	4 reports on road safety by 30 June 2014	1	1	Reports on road safety were prepared	Reports on road safety were prepared	None	Achieved
Compile an updated, effective and efficient database of all NGO's	Biannual update register	Jun-14	-	1	N/A	Bi-annual update register	None	Achieved
Inspection and approval of building plans	Increased number of building plans submitted to municipality for approval	8 reports to management by 30 June 2014	2	2	2 Reports have been prepared	1 Report has been prepared	Reports were constructed but not submitted	Partially achieved

CORPORATE SERVICES

DEPARTMENT: CORPORATE SERVICES STRATEGIC MANAGER: DIRECTOR CORPORATE SERVICES								
OBJECTIVE	KEY PERFORMANCE INDICATOR (KPI)	ANNUAL TARGET	QUARTERLY TARGETS		PERFORMANCE OUTCOMES			
			Q1	Q2	Q 1 ACTUAL PERFORMANCE	Q 2 ACTUAL PERFORMANCE	REASONS FOR VARIANCE	ACHIEVEMENT STATUS
Organizational review conducted	Develop and submit a newly revised organogram (staff structure) to the MM as well as the revision of the Job Description	1 revised organogram by 31 September 2013	Job Description and Organization structure developed	-	Job descriptions and the reviewed organogram were presented before council	N/A	None	Achieved
Prepare a Strategic Human Resource Management plan for the municipality to run concurrent with the IDP	Develop a Strategic Human Resource Plan dealing with workforce planning, retention strategies, recruitment and selection strategies , performance management, diversity management and training and development in one coherent strategy	1 Strategic HR Plan developed By 31 September 2013	1 Strategic HR Plan developed	-	No strategic HR Plan	N/A	The organogram was only approved on the 25 Sept 2013 hence the postponement of the HR Plan strategy	Not achieved
The Municipality complies with the Employment Equity Act 1998 (Act 55 of 1998)	Employment Equity plan is developed consistent with section 20 of the EE and other EE Regulations	1 Employment Equity plan approved by 31 September 2013	EE plan developed and approved	-	2 EE reports were prepared and submitted to dept of labour. They were approved by EXCO on the 21 October 2013		None	Achieved
The Municipality complies with the Skills Development Act 1998 (Act 97 Of 1998)	Skills Audit conducted	Skills Audit Conducted by 31 December 2013	-	Skills audit completed	N/A	100% Achieved: the Skills audit was conducted and completed forms returned	None	Achieved
Develop and approve Workplace Skills Plan (WSP)	WSP Developed, approved and submitted to LG Seta	1 Work Skills Plan approved by 31 September 2013	Prepare and approve a WSP, and then submit it to LG Seta	-	It was submitted to LGSETA on the 30 June 2013 and approved by EXCO on 15 August 2013	N/A	None	Achieved

DEPARTMENT: CORPORATE SERVICES								
STRATEGIC MANAGER: DIRECTOR CORPORATE SERVICES								
OBJECTIVE	KEY PERFORMANCE INDICATOR (KPI)	ANNUAL TARGET	QUARTERLY TARGETS		PERFORMANCE OUTCOMES			
			Q1	Q2	Q 1 ACTUAL PERFORMANCE	Q 2 ACTUAL PERFORMANCE	REASONS FOR VARIANCE	ACHIEVEMENT STATUS
Employees undergo training as per the WSP	Employees that attended training as identified on the Municipal WSP Document	35% of Employees trained by 30 June 2014	5%	10%	5% were trained	17% Were trained	None	Achieved
Develop a meeting schedule for the Local Labour Forum	Schedule approved by MM and Unions and meetings of LLF take place as scheduled	1 LLF meeting schedule by 31 September 2013	Schedule of meeting approved	-	Schedule was approved and 5 LLF meetings took place for the period under review	N/A	None	Achieved
Ensure that all employees are trained in the SALGBC Disciplinary Collective	Employees are trained to effectively investigate and prosecute alleged misconduct disciplinary enquiries	20 Employees trained by 31 September 2013	-	20	No training occurred	N/A	Critical positions were vacant and hence it has been postponed to third quarter	Not achieved
Develop 2013/2014 annual calendar for council ; Exco; Council Committees (section 79) and Exco (section 80) committee meetings and submit to council for approval	Annual Calendar developed and adopted by Council	1 annual calendar by 31 September 2013	Annual Calendar developed and approved by 31 September 2013	-	It was approved on 06 December 2013,	N/A	the late approval was as a result of consultation meetings	Achieved
Ensure full compliance with the provisions of the Occupational Health and Safety Act (1993) by advising each department what it should do and the results of non-compliance	Conduct workshops on Occupational health and safety act	2 Workshops conducted by 30 March 2014	1 workshop conducted	-	The workshops have been conducted	N/A	None	Achieved
No unauthorized, irregular, wasteful and fruitless expenditure reported	Expenditure within the approved budget	No unauthorized, irregular, wasteful and fruitless expenditure on approved budget	Monitor the expenditure on an on-going basis	Monitor the expenditure on an on-going basis	Have not encountered	Have not encountered	None	Achieved
Prepare Draft budget to be incorporated to the Main budget of the municipality	Draft budget prepared in line with the budget time-lines as proposed by BTO	1 Draft Budget prepared by 30 March 2014	-	Draft Budget Prepared	N/A	The department has submitted a draft budget to treasury and budget office in 11 December 2014	None	Achieved

DEPARTMENT: CORPORATE SERVICES								
STRATEGIC MANAGER: DIRECTOR CORPORATE SERVICES								
OBJECTIVE	KEY PERFORMANCE INDICATOR (KPI)	ANNUAL TARGET	QUARTERLY TARGETS		PERFORMANCE OUTCOMES			
			Q1	Q2	Q 1 ACTUAL PERFORMANCE	Q 2 ACTUAL PERFORMANCE	REASONS FOR VARIANCE	ACHIEVEMENT STATUS
Documentation of and for meetings are prepared and distributed as prescribed	Distribution of Notices of and agendas for meetings of the Council and committees	100% notices and agendas dispatched within 48 hours prior the commencement of the meeting concerned by 30 June 2014	100%	100%	All dispatched according to the schedule of meeting	All dispatched according to the schedule of meeting	None	Achieved
Provide legal advice to the Municipality's political structures, political office-bearers and departments	Written and informal legal advice are provided on request basis	100% written and informal advices provided against requested by 30 June 2014	100%	100%	he advices are provided as and when necessary by the department	he advices are provided as and when necessary by the department	None	Achieved
Dispatching correspondence to everyone affected by Council; Exco and Management decisions	Writing letters/memoranda to all individuals and organizations affected by resolutions and decisions of Council, Exco and Management within 5 days after such decisions have been taken	100% Correspondence Dispatched to employees by 30 June 2014	100%	100%	correspondence dispatched to affected employees	correspondence dispatched to affected employees	None	Achieved
Place all documents that affects HR as per the requirements of MFMA section 75 on the Municipal Website	Municipal Website updated with relevant information as per section 75 of MFMA	100% of documents uploaded by 30 June 2014	100%	100%	Documents are uploaded	Documents are uploaded	None	Achieved

TECHNICAL SERVICES

DEPARTMENT: TECHNICAL SERVICES STRATEGIC MANAGER: DIRECTOR TECHNICAL SERVICES								
OBJECTIVE	KEY PERFORMANCE INDICATOR (KPI)	ANNUAL TARGET	QUARTERLY TARGETS		PERFORMANCE OUTCOMES			
			Q1	Q2	Q 1 ACTUAL PERFORMANCE	Q 2 ACTUAL PERFORMANCE	REASONS FOR VARIANCE	ACHIEVEMENT STATUS
% expenditure of capital budget and grant funded programmes	Capital budget as provided for in the budget and grant funding spent on programmes and projects	100% of capital budget and grant funding spent by 30 June 2014	10%	40%	8% of capital budget and grant funding spent	42% of capital budget and grant funding spent	None	Achieved
Infrastructure development and investment model implemented (In the said model there should be a dynamic relationship between population growth projections, service delivery backlogs, revenue generation capacity and institutional capacity)	100% of households with access to a minimum standard of water provision	100% of households with access to minimum standard of water provision by 30 June 2014	100%	100%	100% of households with access to minimum standard of water	100% of households with access to minimum standard of water	None	Achieved
Infrastructure development and investment model implemented (In the said model there should be a dynamic relationship between population growth projections, service delivery backlogs, revenue generation capacity and institutional capacity)	% of households without access to a minimum standard of sanitation services	13%	13%	13%	Not realized	Not realized	Awaiting Human Settlement to start the project	Not achieved

DEPARTMENT: TECHNICAL SERVICES								
STRATEGIC MANAGER: DIRECTOR TECHNICAL SERVICES								
OBJECTIVE	KEY PERFORMANCE INDICATOR (KPI)	ANNUAL TARGET	QUARTERLY TARGETS		PERFORMANCE OUTCOMES			
			Q1	Q2	Q 1 ACTUAL PERFORMANCE	Q 2 ACTUAL PERFORMANCE	REASONS FOR VARIANCE	ACHIEVEMENT STATUS
Infrastructure development and investment model implemented (In the said model there should be a dynamic relationship between population growth projections, service delivery backlogs, revenue generation capacity and institutional capacity)	households with access to a minimum standard of electricity services	100% households with access to a minimum standard of electricity services by 30 June 2014	100%	100%	100% of household with access to a minimum standard of electricity services	100% of household with access to a minimum standard of electricity services	None	Achieved
Infrastructure development and investment model implemented (In the said model there should be a dynamic relationship between population growth projections, service delivery backlogs, revenue generation capacity and institutional capacity)	100% Decrease in households without access to a minimum standard of refuse removal services	13%	13%	13%	Not realized	Not realized	Completion of house-holds structures	Not achieved
Increase access to portable water	Connections to 65 industrial erven	65 erven connections made by 30 June 2014	33	32	Erven connections not made	Erven connections not made	Insufficient budget for 2013/14	Not achieved
Increase access to portable water	Achieve 95% blue drop status & 100% green drop status	95% blue drop & 65% green drop by 30 June 2014	95% blue drop & 57% green drop	95% blue drop & 60% green drop	93% blue drop & 57% green drop	94% blue drop & 60% green drop	Lack of training	Partially achieved
Increase access to portable water	Development of business plan to reduce water losses & upgrade water treatment plants (Hoopstad & Bultfontein)	Business plan completed by 31 December 2013	-	Business plan completed by 31 December 2013	N/A	Business plan submitted	Business plans submitted, awaiting approval	Partially achieved
Improve access to acceptable sanitation services	50% Upgraded wastewater treatment works	50% upgraded	7%	12.5%	3% Upgraded wastewater treatment works	21% Upgraded wastewater treatment works	None	Achieved

DEPARTMENT:TECHNICAL SERVICES								
STRATEGIC MANAGER: DIRECTOR TECHNICAL SERVICES								
OBJECTIVE	KEY PERFORMANCE INDICATOR (KPI)	ANNUAL TARGET	QUARTERLY TARGETS		PERFORMANCE OUTCOMES			
			Q1	Q2	Q 1 ACTUAL PERFORMANCE	Q 2 ACTUAL PERFORMANCE	REASONS FOR VARIANCE	ACHIEVEMENT STATUS
Improve electricity supply	Install network for 72 erven	72 erven connected to electricity network by 30 June 2014		24	N/A	24 Erven connected to electricity network	None	Achieved
Improve municipal roads infrastructure	Repaired potholes	100m2 of roads with potholes repaired by 30 June 2014.	50m2	-	15m2 of roads with potholes repaired	40m2 of roads with potholes repaired	None	Achieved
Improve municipal roads infrastructure	Traffic signs replaced or upgraded	60 traffic sign replaced by 30 June 2014		25	40 Traffic signs replaced	68 Traffic signs replaced	N/A	Achieved
Compliance with water services authority provisions	Water Services Authority workshops held	4 workshops conducted by 30 June 2014	1	1	No workshops conducted	No workshops conducted	None	Not achieved
Compliance with water services authority provisions	Campaigns held on conservation of water	4 awareness campaigns conducted by 30 June 2014	1	1	No awareness campaigns conducted	No awareness campaigns conducted	None	Not achieved
Compliance to MIG regulations	MIG report compiled and submitted monthly	12 monthly reports submitted by 30 June 2014	3	3	3 monthly reports submitted	3 monthly reports submitted	None	Achieved
Compliance to MIG regulations	MIG report compiled and submitted quarterly	4 quarterly reports submitted by 30 June 2014	1	1	1 MIG report submitted	1 MIG report submitted	None	Achieved
Compliance to EPWP/DORA regulations	EPWP report compiled and submitted monthly	12	3	3	1 Report submitted	3 Report submitted	None	Partially achieved

1.13 Municipal Managers Quality Certificate



TSWELOPELE
LOCAL MUNICIPALITY
A MUNICIPALITY IN PROGRESS

P.O. Box 3

Tel: 051 853 1111

Bultfontein

Fax: 051 853 1332

9670

e-mail: toois@tswelopele.org

MUNICIPAL MANAGER'S QUALITY CERTIFICATE

I, **Tshemedi Lucas Mkhwane**, the Municipal Manager of **TSWELOPELE LOCAL MUNICIPALITY (FS 183)**, hereby certify that the monthly budget statement for December 2013 and supporting documentation have been prepared in accordance with the Municipal Finance Management Act and the regulations made under the act.

Print name: _____

Signature: _____

Date: _____